

NIPEC HEALTH AND SOCIAL WELLBEING COMMITTEE

TERMS OF REFERENCE

Aim

The NIPEC Health and Social Wellbeing Committee was established in March 2015 with the aim of nurturing and improving staff relationships and supporting staff in accessing a range of activities aimed at improving their health and wellbeing.

Objectives

The objectives of the NIPEC Health and Social Wellbeing Committee are to:

- provide direction and oversight for health and social wellbeing activities for staff in NIPEC
- develop, co-ordinate and monitor a range of activities within the calendar year which aims to improve health and wellbeing and support a culture of mutual respect
- evaluate and review progress against the programme of activities and seek feedback from staff
- provide regular updates and a summary report to the NIPEC Business Team and to the wider organisation
- raise awareness of health and wellbeing organisations and resources external to NIPEC.

Membership

Membership of the Committee is as follows:

- 1 Senior Professional Officer
- 3 members of the Corporate Services Team

Membership and Chair of the Committee will be rotated within the organisation on an annual basis.

Frequency of meetings

The Committee will meet on a quarterly basis with ad-hoc meetings in the intervening period as and when required.

Governance

General updates will be provided to the Business Team on a monthly basis and to the wider organisation at relevant meetings.

Reviewed 3rd December 2020

Renewal date: December 2023