

CCG EQUALITY FORUM – TERMS OF REFERENCE

AIM

The forum will act as a supportive mechanism for the development, implementation, monitoring and evaluation of EDHR and engagement work within the CCGs.

OBJECTIVES

Forum will:-

- Provide guidance around EDHR and engagement work for the CCG's
- Act as an internal staff consultation network to support and drive the EDHR agenda
- Support the development and implementation of actions to deliver the objectives of the EDHR action plan
- Encourage the mainstreaming of EDHR initiatives into different service/activities of the CCGs
- Enable cascading and communication of information to CCG teams, their providers, stakeholders and diverse communities.

MEMBERSHIP

- CCG staff, including senior manager/s (currently LECCG and SLCCG)
- Staff responsible for EDHR, Coms and engagement and human resources
- Staff responsible for EDHR based in the Trusts
- Optum EDHR lead including comms and engagement staff

CHAIR

CCG Senior Manager

FREQUENCY OF MEETINGS AND DURATION

Monthly or Bi-monthly, with the option to have additional meetings to discuss and agree urgent priorities as they arise.

1.5hrs minimum

CODE OF CONDUCT

Members will be expected to adhere to the following behaviours:-

- Listen to each other
- Be open – within respectful boundaries
- Share, issues and concerns
- Be supportive
- Be on time
- Contribute thoughts and ideas
- Adhere to confidentiality

Members will be accepted to abide by the principles of Fairness, Respect, Equality, Dignity and Autonomy (FREDA principles) when conducting their work and making decisions on behalf of the CCG's through the Equality Forum.