

Western Equality and Human Rights Forum

Terms of Reference

Section 1 Context

Background

The Western Equality and Human Rights Forum (WEHRF) was set up in 2002, in response to the introduction of new Equality and Human Rights Legislation. The composition and representation of the initial Forum was drawn from the three health Trusts, the Western Health and Social Services Board, and the Western Health and Social Services Council. This was, as agreed with the then Chief Executives of the partner organisations, to ensure a co-ordinated, collaborative approach within the Western Area, and recognised that the effective and efficient use of the resources was essential to the delivery of a co-ordinated and effective equality and human rights strategy.

The formation of the Western Health and Social Care Trust (WHSCT) in April 2007 provided an opportunity to review the Forum in terms of its role, function, composition and terms of reference to ensure that the Trust fully discharges all of its statutory responsibilities in relation to equality and human rights.

The success of the work to date of the legacy representatives is acknowledged, and the Forum model has been recognised regionally as model of good practice.

It is, therefore, proposed that the Forum will continue to build on this success and maintain the established links to the Regional Equality Steering Group, which helps to ensure co-ordination, partnership and learning across the wider HPSS family.

Section 2

2.1 Constitution and Membership

From a Western Trust perspective it is essential that the Forum continues to have representation from the service directorates of the organisation. This will facilitate the mainstreaming of this corporate responsibility. The Forum will continue to have an additional representative from its main commissioning body. Future commissioning arrangements may alter the representation from this body.

The Forum will be supported by the Equality and Human Rights Unit, led by the Head of Equality and Human Rights of the WHSCT.

The Forum will meet on quarterly basis, chaired by the Director of Planning and Service Improvement of the WHSCT. A formal agenda will be agreed in advance of the meetings and notes of meetings will be recorded and made available to member organisations.

Collaborative decision-making will underpin the work of the Forum.

The membership of the Forum is outlined below:-

Name	Designation
Sara Groogan	Director of Planning and Service Improvement (Chair)
Paula Cunningham	Head of Service Planning
Ursula Doherty	Senior Manager of HR, Management and Organisational Development
Anne Donaghey	Business Services Manager (Women and Children)
Elizabeth England	General Manager for Cancer Services/Divisional Nurse, Diagnostics and Clinical Support Services (Acute)
Maeve Brown	Divisional Nurse, Emergency Care and Medicine (Acute)
Rosaleen Harkin	Assistant Director Adult Mental Health and Disability
Marian Murphy	Acting Assistant Director of Nursing for Governance, Quality and Performance //Acting Trust Lead for PPI
Brendan O'Hara	Communications Manager
Vincent Ryan	Assistant Director Primary Care and Older People
Benny Cassidy	Branch Secretary UNISON (Southern Sector) – Staff Side Representative
Non-Executive Director	TBC
Siobhan McIntyre	Service Planner for Child and Maternal Health. Representative from Regional HSC Board (Western Office)

In addition to the core members, the Head of Equality and Human Rights will attend Forum meetings and will fully contribute to the business.

2.2 Role and Responsibilities of Forum Members

The key responsibilities of Forum members are:

- To attend meetings and fully contribute to the WEHRF
- To provide leadership and direction re Equality and Human Rights within their Directorate/Departments. It is expected that they will raise the awareness of their colleagues that it is everybody's responsibility to ensure compliance, good practice and ongoing progress in this area.
- To effectively support the Equality and Human Rights Unit to mainstream Equality and Human Rights throughout the WHSCT.

(Further guidance on responsibilities of members is contained in the useful leaflet – 'Check List: How to be an Equality Champion').

Section 3 Terms of Reference

The Forum has been established to ensure that the Western Health and Social Care Trust fully complies with its legal duties and obligations under Section 75 of the Northern Ireland Act 1998, the Human Rights Act 1998, the Race Relations Act 1997 and Section 49a of Disability Discrimination Act 1995.

The Forum will establish subgroups and/or working groups as appropriate.

Specifically the Forum will:

- Provide leadership and direction across the Western HSC Trust in the interpretation, implementation, monitoring, evaluation and review of the requirements of the above equality and human rights legislation.
- Agree the annual Equality and Human Rights Action Plan for the Western Health and Social Care Trust.
- Review any new legislation and regional strategies in the area of equality and human rights and make recommendations for action within the Western Trust.
- Monitor compliance and progress in the Western Health and Social Care Trust in implementing all duties and obligations under Section 75 (NI Act 1998).

Section 4 Review

The constitution, membership and terms of reference of the Western Equality and Human Rights Forum will be kept under review. A formal review will take place on a regular basis.

Updated April 2010
Review Date: October 2011

Western Equality and Human Rights Forum – Membership

Name	Designation
Ms Sara Groogan	Director of Performance and Service Improvement (Chair)
Ms Geraldine Brown	Assistant Director Secondary Care Primary Care and Older People
Mrs Paula Cunningham	Head of Service Planning
Ms Ursula Doherty	Senior Human Resources Manager (Management Development)
Mrs Anne Donaghey	Business Services Manager Women and Children
Ms Elizabeth England	General Manager for Cancer Services/Divisional Nurse, Diagnostics and Clinical Support Services
Ms Maeve Brown	Divisional Nurse, Emergency Care and Medicine
Mrs Rosaleen Harkin	Assistant Director Adult Learning Disability
Ms Marian Murphy	Lead Nurse Governance, Quality and Performance
Ms Bridgeen Rutherford	Trade Union Side Representative
To be confirmed	Health and Social Care Board Representative