

Equality Impact Group (EIG)

TERMS OF REFERENCE

Version:	1
Ratified by:	HR SMT
Date ratified:	TBC
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Equality Impact Group - Terms of Reference

1. NHS Constitution

The NHS Constitution includes the following pledge:

The NHS commits... to engage staff in decisions that affect them and the services they provide, individually, through representative organisations, and through local partnership working arrangements. All staff will be empowered to put forward ways to deliver better and safer services for patients and their families.

2. Introduction

With our commitment to the NHS Constitution, The Equality Impact Group (EIG) is a group of committed people who are passionate about making a success of improving our equality performance, will give it their full commitment, and who, between them, have the ability to influence all key groups of staff across the organisation.

3. Role and Focus of the Equality Steering Committee

- To oversee and steer the development of equality and diversity in the Trust;
- To provide leadership and strategic direction on equality and diversity to ensure the Trust meets legal, regulatory and commissioner guidance and standards;
- To actively and visibly champion the approach and its goals every day;
- To direct the journey, make decisions and remove any barriers that get in the way
- To act as 'link' champions for frontline teams
- To plan for sustainability throughout so that this is embedded as a new way of working rather than becoming 'just another initiative'
- To positively challenge themselves every day:
 - Does what we are doing feel different from how it has always been?
 - Can we see it is having a positive impact?
 - What else do we need to do?

4. Membership/Designation

A core group was identified in 2014 at the launch of the EIG.

Membership will be identified and recorded at the EIG April 2018.

The group may co-opt members as required.

5. Personal Commitments

- Commitment to direct and oversee change, make decisions and act as a sounding board to delivery group members;
- Ensure that every conversation, action and decision comes back to how we engage with our diverse workforce to ensure they are fully involved – talk a consistent language to ensure it all links back to organisational priorities and values;
- Make it part of their day-to-day job to role model effective behaviours for equality and diversity.

6. Accountable to - Trust Executive Committee or equivalent.

7. Quorum - A quorum shall be 6 members

8. Meeting Frequency Monthly for 90 mins (to include a virtual meeting on an alternate basis)

9. Date Terms of Reference were approved - To be approved.

10. Review date – March 2019

11. Process for reviewing effectiveness – Annual Report to Trust Board.