

## Equality & Diversity Independent Living Subgroup

### Revised Terms of Reference [03/11]

#### Membership

Chair – Assistant Director of Nursing (Workforce & Strategy)
Medicine A Matron
Staff side representative
Disadvantage Groups Representative
User Representative
User Representative
User Representative
User Representative
DDA Compliance Manager
Blind User Representative
Deaf User Representative
Representative (blind & deaf) - Focus
Wheelchair User Representative
Vulnerable Adults Lead
Head of Equality & Diversity
Learning & Development
Head of Communication & Engagement

#### 1. **Chair of Meeting**

The meetings will be chaired by Assistant Director of Nursing [Workforce & Strategy] or in her absence by the Head of Equality & Diversity.

#### 2. **Minutes**

Minutes of the meetings of the Independent Living Subgroup will be circulated to subgroups and Equality and Diversity Steering Group.

#### 3. **Frequency of Meetings**

The Independent Living subgroup will meet Quarterly and report to the Equality and Diversity Steering Group.

#### 4. **Quorum**

A minimum of six members will constitute a quorum and must include either the chair or the Head of Equality & Diversity and User Agency.

#### 5. **Purpose**

The group will support the implementation to the Trust Single Equality Scheme through its function of monitoring and influencing equity of access to Trust Services and Facilities for all disabled and diverse groups.

## **6. Outcomes**

The group will coordinate its work plan to achieve the following outcomes;

- An established and effective process for community engagement and involvement is in place, in relation to Independent Living
- Trust able to demonstrate range of communication modes to meet differing needs of service users
- Trust compliant with DDA requirements across the three hospital sites
- Trust is actively involved in reducing health inequalities within local communities
- Trust has in place effective processes to capture and address the needs of protected characteristics groups.
- To monitor service redesign in relation to the Impact on Independent Living.

## **7. Requirements of Meeting**

Quarterly update reports will be presented by the four working subgroups of the Equality and Diversity Steering Group.

Progress updates will be assimilated into the Single Equality Scheme action plan and the Equality and Diversity Lead will produce a quarterly and annual Single Equality Scheme progress report for the Trust Board.