

Appendix 1

Bradford Teaching Hospitals NHS Trust

Proposed development of an Equality and Diversity Council/Assembly

Terms of Reference

Our Vision:

To advance workforce equality and tackle wider health inequalities within the district.

Purpose:

The role and purpose of the Equality and Diversity Council (EDC) is to enable the Trust Board to identify its responsibilities for the Diversity and Inclusion agenda and provide strategic direction, leadership and support for promoting and maintaining equality, diversity and inclusion across the Trust with sharper focus on the following:

- NHS People Plan 2020/21 including the West Yorkshire & Harrogate Health and Care Partnership response to the national People Plan with particular emphasis on 'Belonging in the NHS' highlighting the support and action needed to create an organisational culture where everyone feels they belong by building on the motivation at the heart of our NHS to look after and value our people, create a sense of belonging and promote a more inclusive service and workplace.
- The West Yorkshire and Harrogate Health and Care Partnership –Tackling health inequalities for BAME communities and colleagues, a range of recommendations focussing on race equality in the workforce and wider population health inequalities.
- Implementing phase 3 of the NHS response to the COVID-19 pandemic
- Tackling wider health inequalities that exist within our district

The EDC will maintain a strategic overview of the Trust's Diversity and Inclusion agenda/objectives ensuring these are fit for purpose and aligned with national and regional priorities, with a view to assessing their adequacy to provide a positive working environment for staff, to enable the provision of high quality care and good clinical outcomes for patients.

Where there are links to workforce actions; a sub-group responsible for monitoring and evaluating activity around workforce EDI will report findings and outcomes to the Trust People Academy and the wider Equality and Diversity Council.

Main Responsibilities and Reporting:

Main responsibilities of the Equality and Diversity Council include:

- To provide support and leadership for diversity and inclusion across the Trust including the district health inequalities and in response to our legal, regulatory and commissioner requirements, including the requirements of the National People Plan 2020/21, with particular focus on creating and sustaining compassionate and inclusive cultures
- To ensure diversity and inclusion considerations are embedded in the day to day activity of the Trust, whether in terms of service design and delivery, patient care or workforce matters, in accordance with our values, our strategic objectives for patients and staff, and our pledges to patients and staff in the NHS Constitution and the National People Plan 2020/21.

- To champion the Trust's strategy for diversity and inclusion, including Workforce Race Equality Standard (WRES), Workforce Disability Equality Standard, (WDES) Accessible Information Standard (AIS), Equality Delivery System 2, (EDS2) and the National NHS People Plan and WY&H HCP race review recommendations.
- To identify areas for local action on health inequalities, based on the evidence as part of the Reducing Inequalities in City Programme (RIC) and provide leadership to promote effective partnership working to reduce health inequalities
- Raise awareness of issues and to support diversity and inclusion initiatives for all protected groups of the Equality Act 2010 to a wide audience including patients, staff and visitors
- To identify good practice approaches to diversity and inclusion training, in particular anti-racist training.
- To share our progress and good practice inside and outside the organisation
- Acting as a sounding board for directorate/CBU diversity and inclusion initiatives
- To ensure key priorities and recommendations are shared with the Trust Board, Executive Team Meeting (ETM) and the People Academy, including any other decision making forum and where relevant and appropriate to do so
- To report on employee relations issues especially in the context of any lessons learnt
- To report on patient complaints especially in the context of diversity and inclusion and any lessons learnt
- The group will report to the Trust's Executive Team meeting and Trust Board on progress and proposed actions as and when required.

Membership:

The EDC will be comprised of the following:

Name	Directorate/Dept	Role
Mel Pickup	Executive Team	CEO
Pat Campbell	HR	Director of HR
Kez Hayat	HR	Head of Equality, Diversity & Inclusion
Ruth Haigh	EDI, HR	Staff Experience Manager
Liz Whitworth	OD, HR	Senior OD Manager
Amanda Nicholson	HR	HR Manager
Jason Joy	Communications Team, Governance & Corporate Affairs	Head of Communications
Annette Binns	Estates	Assistant Director of Estates
Bashir Ahmed	Planned Care	General Manager – Anaesthetics, ICU & Decontamination

Karen Bentley	Chief Nurse	Assistant Chief Nurse
Amanda Hudson	Training & Education	Head of Education
Amandeep Singh	HR	HR Partnership Lead/ Chair of BAME Network
Pauline Garnett	Unplanned Care	Haemoglobinopathy Genetic Counsellor/ Staff Governor/ Deputy Chair of BAME Staff Network
Ismail Syed	Chaplaincy Service	Chaplain
Rishi Khanna	Senior Medical	Clinical Director
Nasaybah Bibi	Chair of Enable Staff Equality Network	OD Engagement Officer , Organisational Development
Jane Britton	LGBTQ+ Staff Network	Voluntary Services Manager
David Smith	Pharmacy	Director of Pharmacy
Awais Habib	Unplanned Care	General Manager – Elderly, Intermediate Care, Stroke & Specialist Medicine
Simon Kirk	Unplanned Care	General Manager – Urgent & Emergency Care
Sue Franklin	Freedom to Speak Up	Associate Chief Nurse For Quality Improvement\ Freedom To Speak Up Guardian
Jon Prashar	N/A	Non-Exec Director (Mel to confirm)
Selina Ullah	N/A	Non-Exec Director (Mel to confirm)
Dr Sohail Abbas	Bradford & Craven District	Health inequalities Representative
Sayma Mirza	WY&H HCP	Race Review representative
Zulfi Karim	Well Bradford	Programme Support Manager
Tracy Watson	BIHR	Director of Research Operations
Rukeya Miah	Senior Nurse	Matron (Rheumatology, Renal Medicine/Prof. Lead Adult Outpatients/ Senior Midwife/ Professional Midwifery Advocate) Planned Care Group
Karen Dawber	Quality Committee Representative	Chief Nurse
Saj Azeb	Finance & Performance Committee Representative	Chief Operating Officer

The Chair for EDC shall be the CEO who has also been assigned as the Executive Sponsor for Diversity and Inclusion across the Trust and the Trust Lead for health inequalities within the District.

The Chair will on occasions where it is deemed appropriate, invite other Executive and Non-Executive Directors to attend meetings.

Other Directors or Officers of the Trust may be requested to attend all or part of any meeting as and when appropriate.

External speakers will be invited to the group as and when required to speak on topical issues that are relevant to the diversity and health inequalities agenda

Where members of the group are not able to attend scheduled meetings, they will need to nominate another colleague to attend in their absence.

Frequency of Meetings

The group will hold meetings every 6 weeks and otherwise as required in line with other Trust decision making meetings so that priorities can be aligned.

Quorum

The quoracy will be decided by the chair and meetings will continue if it is felt that attendees can address the items on the agenda. Attendance will be monitored regularly.

Dates of Future Meetings

To be arranged.