CONSTITUTION for Disability Staff Equality Forum

Terms of Reference:

To act as a consultative group and support the University Equality and Diversity Committee in the following:

a) Establishing the University’s position in relation to disability.
b) To discuss, identify and action areas of concern and issues concerning disability.
c) Monitor equalities initiatives and identify trends or gaps specifically in relation to disability.
d) Champion and advance equality of opportunity in the area of disability.
e) Setting up sub-committees or working groups from time to time as may be appropriate.
f) Reviewing equal opportunities policies, and their operation and proposing appropriate changes.
g) To act as a consultative group on issues relating to equalities and more specifically disability.
h) Contribute to undertaking actions identified by the group.
i) To assist the Equalities Team in celebrating and promoting good practice and positive initiatives in the area of equalities and disability.
j) Consider issues of dual discrimination on the same basis as disability alone.
k) Consider and make suggestions regarding specific training for disability management.

Membership:

a) The group has an open membership to any employee who has an interest in issues relating to disability.
b) Meetings will be attended by a member of the Equalities Team who will play an advisory role.

Facilitation

a) Meeting will be held quarterly. Dates for future meetings will be arranged and circulated for the year in hand by the Equalities Team.
b) The agenda, minutes and action plan will be generated and maintained by the Equalities Team.
c) Minutes will be reported to the Equality and Diversity Committee and will be publicised anonymously on the Equalities page of the University’s website.

Reports to: University Equality and Diversity Committee

Secretariat Equalities Team