

TEMPLATE
Terms of Reference for Staff Equality Forum
(BAME, Disability, LGBT+ and Women's)

The Staff Forum is a friendly staff group that provides a platform for staff with an interest in this area of equalities. The forum provides an opportunity to exchange information, ideas and raise awareness about equalities within the University in a confidential and safe space.

Aims and Objectives

The Staff Forum will seek to:

- promote a positive culture around equality, diversity and inclusion;
- promote and develop a trusting environment where staff have disclosed in the workplace;
- act as a consultation forum in development for new and existing policies and procedures;
- discuss issues relating to the equality strand (eg BAME, Disability, LGBT+ and Women) in the workplace in a safe environment;
- set the priorities for internal campaigning around the equality strand (eg BAME, Disability, LGBT+ and Women);
- aid the University to meet its equality objectives within equality, diversity and inclusion;
- communicate the work on the equality strand (eg BAME, Disability, LGBT+ and Women) University-wide;
- help formulate University initiatives to encourage greater representation of staff within the equality strand(eg BAME, Disability, LGBT+ and Women) in all aspects of University life;
- provide networking opportunities for personal and professional development.
- act as a social network for staff.

Membership

The forum is open to all permanent and temporary staff within the University. Members will adhere to confidentiality and respect as set out by the forum. Two forum Co-Chairs will be elected annually from the membership.

Frequency of meetings

The forum will meet face-to-face as agreed by the members. Co-Chairs will be responsible in circulating dates of meetings and venue bookings.

Reporting

Forum Co-Chairs will attend the Fora Network, three times a year, to provide a steer for joint working and any projects as well as communication and awareness raising activities between the fora. On a rota basis the fora co-chairs will attend and report on activity to the Equality, Diversity and Inclusion Committee.