

Draft Terms of Reference for HPSS Agencies Equality Group

1 Overall Aim

The overall aim of the Agencies Equality Group is to act as a collaborative forum for the planning and implementation of the statutory equality duties.

2 Objectives

In conjunction with the Equality Unit:

- To oversee the planning and implementation of the statutory equality duties;
- To share good practice in the implementation of the statutory equality duties;
- To identify the scope for collaborative arrangements between agencies;
- To promote the dissemination of collaborative arrangements;
- To act as a focus /contact point for agencies and bodies in relation to the DHSSPS.

3 Membership

Membership during 2001-2002 will be drawn from the following agencies: CSA, Health Promotion Agency for NI, NI Regional Medical Physics Agency, NI Council for Postgraduate Medical and Dental Education, Mental Health Commission for NI, NI Blood Transfusion Service, and the NI Guardian Ad Litem Agency. Each organisation will be entitled to nominate one representative to attend group meetings. Membership of the group will be reviewed as and when the need arises.

4 Performance Indicators

The Group will:

- Meet at least quarterly
- Produce minutes including action points.

5 Co-ordination of the Group

The Equality Unit will be responsible for co-ordinating and servicing the group. All members will receive notification and an agenda with relevant papers, in advance of the meeting. Any member is entitled to submit an agenda item to the Equality Manager in advance of the meeting.