

Derbyshire County Council Diversity and Inclusion Board

Terms of Reference

Purpose

The Board is responsible for:

1. Demonstrating visible leadership and helping to create a positive climate for improved fairness, equality and diversity in all areas of the Council's work, as an employer and provider of services to the people of Derbyshire
2. Overseeing performance and progress by the Council in relation to the Council's equality and diversity priorities
3. Supporting the Council's leadership to transform the Council into an open, honest, diverse and democratic organisation where everyone is valued and included
4. Providing guidance in relation to equalities practice
5. Promoting, co-ordinating, providing feedback, assisting where necessary with the delivery of all of the Council's strategies

Membership

The Board will be chaired by the Council's Director of Organisation Development and Policy and will include:

- A senior officer from each of the Council's Department Management Teams
- A senior representative from Legal Services
- The Council's operational officers for equality and diversity
- Co-opted members such as the chairperson of diversity based employee networks
- A representative of the Joint Trade Unions
- The lead Elected Member for equality and diversity (as necessary)
- Representatives from diversity based community boards and groups in relation to priorities within the Council's strategy

Governance

The work of the Board will be overseen by the Council's Corporate Management Team (CMT). As necessary, the Board will report on issues and progress to Cabinet/ CMT.

Location and Timing of meetings of the Board

These will take place as necessary but not less regularly than every 3 months

Meetings will always be held in a room which is fully accessible and has a working hearing loop system. Where necessary, Interpreters will be arranged for anyone requiring such support.

Agendas and Minutes

An agenda will be provided in advance of each meeting and a set of brief minutes noting agreed actions or decisions will be produced within 7 days of each meeting.

Where necessary these will be reproduced in accessible formats.

A summary of the decisions of this Board will be made available on a regular basis for employees and on the Council's external website.