

Three Rivers Equalities Forum

Terms of Reference

1. Purpose of the Group

The Equalities Forum works to address and improve issues relating to equality, diversity, inclusion and equity for the people of Three Rivers by working in partnership to create a better place to live, work and visit.

The Equalities Forum provides an opportunity for organisations, charities and community groups to collaborate and jointly develop initiatives. This Forum provides residents an opportunity to hear about the work being undertaken.

The Forum can also support and act as a consultee for the development of equalities objectives and policy or other strategies such as the Three Rivers Community Strategy.

The Forum is not a decision-making body.

The Forum can make recommendations to Full-Council on motions received relating to Equality, Diversity and Inclusion.

2. Objectives

In order to achieve the Equalities Forum will:

- Be an inclusive body of organisations / groups.
- Work in partnership where possible to improve equity and inclusion.
- Understand the challenges that affect marginalised groups and develop actions that address areas of concern.
- Provide leadership and act as a voice for the people and communities of Three Rivers.
- Integrate the voices of protected groups into discussions about the future shape of the district.
- Consult and engage with residents and community representatives in a meaningful and inclusive manner, ensuring choice, access and equality are available to all.
- Ensure that activities complement the work of the Three Rivers Corporate Framework and Three Rivers Community Strategy.

3. Meetings

Meetings and the work of the Equalities Forum will be open and transparent. The meetings will be serviced by officers of Three Rivers District Council, and agendas and minutes will be published on the website of Three Rivers District Council. The agenda will be published a week in advance of the meeting.

Meetings will be open to the public to watch or attend if in person.

The Equalities Forum will meet twice a year using a hybrid forum. It may wish to hold extra meetings or workshops as required in person.

All members will have equal rights and representation. To ensure this, members may send substitutes from their organisation and must notify Three Rivers District Council Committees Team of any substitutions.

The meeting dates will be agreed in advance and published on the Three Rivers District Council meeting calendar.

4. Position of the Chair

The Chair and Vice-Chair of the Equalities Forum will be Councillors who are appointed at Annual Council.

The role of the Chair (or Vice-Chair when the Chair is unable to fulfil their duties) will be to:

- Lead and inspire the Equalities Forum
- Promote the development and learning of the Forum.
- Promote a common sense of purpose.
- Ensure the Forum remains relevant and topical.

5. The Role of Forum Members

Position	Organisation
Councillor (Chair)	Three Rivers District Council
Councillor (Vice-Chair)	Three Rivers District Council
Chair	Watford African and Caribbean Association
Chief Executive	One Vision
Trustee	Herts Pride Society
Rabbi	Ark Synagogue
Chief Executive	Impactful Lives
Chair	Mission Employable
Centre Manager	Watford Mencap
Operation Manager	Watford and Three Rivers Trust
Trustee	Jummah in Chorleywood Prayer Group
Service Manager	Herts Mind Network
Trustee	Carpenders Park and South Oxhey Methodist Church
Chief Executive	Gate Herts
Trustee	Watford Three Rivers Refugee Partnership
Director	Former players club CIC (Veterans Together)

Members of the Forum will be expected to:

- Contribute to the work of the forum by contributing to the discussion, raising awareness of best practice, and raising issues within the community.
- Maintain knowledge of emerging policy and best practice
- Attend Forum meetings
- Be the link for the Forum and their organisations, networks and communities.

- Be aware of cross-cutting issues and be responsive to the impact and causes of inequality.
- To respect the dignity, diversity and human rights of all members of the forum, the council, supporting staff and the public.

All councillors for Three Rivers District Council will be invited to attend the Forum meetings.

Additional partner organisations will be welcome to attend the meetings even if not listed as forum members. Membership will be reviewed by the Equalities Forum when necessary to allow for additional partners to join.

6. Financial Procedures

There are currently no financial implications for the Forum.

Should the Forum be allocated funds these will be subject to the Financial Standing Orders and Procedures of Three Rivers District Council and reported through the Annual Accounts of Three Rivers District Council.

7. Review of the Terms of Reference

Three Rivers District Council will review the Terms of Reference every 2 years.

Date of Next review: October 2027.