

TERMS OF REFERENCE

THE FORUM

The forum will be called Whittington Health Community Forum.

PURPOSE

Whittington Health Community Forum exists to facilitate two-way empowerment and engagement with communities that Whittington Health serves.

The Forum shall be representative of all our communities.

The Trust commits that the forum will be involved with all significant decisions whenever possible to enable the Board to be informed of the forum's views before decisions are taken by the Board.

These views will be reported to the Board when decisions are taken.

The forum cannot discuss or become involved in any matter relating to an individual or group of patients.

PARTICIPANTS

The Whittington Health Community Forum is not a membership organisation but is open to:

- patients and former patients;
- their carers or former carers;
- staff colleagues and former staff colleagues;
- anyone who has an interest in either Whittington Health or health services delivered in our area;
- anyone who lives or works in Islington or Haringey
- anyone who attends voluntary or community groups in Haringey or Islington.

Participants at the Forum are expected to adhere to the Nolan principles of public life.

COMMUNICATION

The Whittington Health Community Forum will communicate digitally in the main and a variety of digital platforms may be utilised.

Communication will be two-way and interactive.

Assistance from any participant in the forum to relay information and messages to those with/without access to digital technology through their independent networks is welcomed and encouraged.

Every communication will offer participants the opportunity to both unsubscribe from the forum's participation list and also to enlist more new names to add to our list of participants.

ACTIVITY

The Chair of the Whittington Health Trust Board will convene the Whittington Health Community Forum.

The forum will have a flat and low-cost structure.

All participants will receive regular communications which will be limited in quantity and frequency.

Occasionally the forum will establish 'task and finish' smaller groups to consider specific matters. These groups will operate for a limited period only.

All those whose email address is registered will be invited to every event held.

EVENTS may include:

- Seminars on health related topics and the work of Trust staff
- Open Day at the Trust
- Engagement over Trust Policy before Board decisions
- Occasional open meetings
- Fund-raising activities
- Celebratory events
- Health campaigns
- Involvement in specific projects

All events will be organised with appropriate notice to the Forum.

Events may be organised to coincide with nationally planned events.

The Whittington Health Board meetings and Annual General Meeting are held in public and all are welcome to attend.

REPORTING

There will be a short report on Whittington Health Community Forum's activities to the Trust's Annual General Meeting.

The Chair will report on the forum's activities and views to the Trust Board.

These Terms of Reference will be reviewed by the Forum annually.

July 2016