

# **North Yorkshire Disability Forum**

## **TERMS OF REFERENCE September 2016**

### **Key aims**

- The primary aim of the North Yorkshire Disability Forum is to improve the lives of people with physical and/or sensory impairment in North Yorkshire.
- As a user-led forum and from the perspective of disabled people, to work in partnership with North Yorkshire County Council to provide a collective voice for disabled people to inform strategy and service development of North Yorkshire County Council and other statutory partners
- To help North Yorkshire County Council and other partners to understand the experience of disabled people and the impact of plans and policies on the lives of disabled people
- To work within the social model of disability<sup>i</sup>
- To provide leadership, influencing other partners and agencies in order to create cultural change and raise the profile of the social model of disability and issues of concern to people with physical and sensory impairments

### **To help to achieve the above aims, Forum members will:**

1. Contribute to constructive discussions and provision of feedback to service providers
2. Raise issues of importance to disabled people at local forums and at the North Yorkshire Disability Forum
3. Promote the Forum and local disability forums to other disabled people
4. Encourage other disabled people to get involved in NYCC and partner consultations
5. Represent the views and concerns of disabled people to influence policy and practice
6. Build partnerships with local groups/organisations to share information and work together
7. Think about the solutions as well as the problems

## Scope

The North Yorkshire Disability Forum will use a broad and inclusive definition of people with physical and sensory impairments:

- People with physical impairments, whether or not their condition is congenital, acquired or progressive
- Deaf people and people with a hearing impairment
- Visually impaired and blind people
- Deafblind people
- People with serious ill-health and/or long term conditions

The primary focus is on disabled people of working age and older.

## Membership

North Yorkshire County Council Health & Community Services	Mike Webster, Assistant Director, Quality and Engagement (strategic lead)
North Yorkshire County Council Health & Community Services	Shanna Carrell, Equality, Consultation and Engagement Officer (Business Manager and lead officer)
Disabled people's representatives	<p>Two representatives from each of the six local forums:</p> <ul style="list-style-type: none"><li>• Craven Disability Forum</li><li>• Hambleton and Richmondshire Disability Forum</li><li>• Harrogate Disability Forum</li><li>• RipPSI</li><li>• Selby District Disability Forum</li><li>• Yorkshire Coast and Ryedale Disability Forum</li></ul> <p>Additional local forum members may attend NYDF meetings by agreement with the Chair and Business Manager.</p>
NYCC services, other statutory organisations, disability and voluntary sector groups	Representatives may attend the NYDF by invitation or request.

## **Governance**

- North Yorkshire Disability Forum is supported and funded by North Yorkshire County Council.
- Chair and vice-chair: elected from Disability Forum members on an annual basis, at the Annual General Meeting. Maximum term: three years.
- Frequency of meetings: quarterly (four meetings per year)
- Members should not represent their personal views as the views of the Forum. The aim of the Forum is to provide a collective voice.
- There is no set number of members in order for meetings to be quorate; however the Chair in consultation with the Business Manager may decide to defer certain items if attendance at any meeting is very low.
- Members may act as a representative of the Forum to other bodies by prior agreement of the Forum.
- Members should not act in a way that brings disrepute on the Forum or the County Council, when on Forum business.
- Members will respect the confidentiality of other members and guests to the Forum, by not disclosing personal information that may be shared during discussions or otherwise in the course of Forum business.
- Requests for media involvement, such as press interviews or requests for quotes, should be agreed with the Chair and Business Manager of the Forum.

## **Resources**

NYDF is not directly responsible for any budgets, but has a role to agree strategic priorities and process for allocation of some specific resources to the local forums.

## **Standards for involvement of disabled members**

- Meetings to be held in accessible locations
- Papers to be made available in accessible formats as required and in Arial font point size 14 as standard
- Communication support such as BSL interpreters to be made available as required
- Papers to be distributed at least one week prior to the meeting
- Every effort should be made not to bring papers to meetings after

distribution

- Expenses will be reimbursed for volunteer disabled representatives, to include travel and personal assistants if required (by discussion and prior agreement with Business Manager)
- People who wish to participate but who require support from a paid carer or personal assistant to do so should make their own arrangements for such support
- Structured breaks to be built into meetings
- Members may also request a break if needed during a meeting.

### **Communication**

The North Yorkshire Disability Forum has a closed Facebook group for internal communication.

Information will be posted on the North Yorkshire Partnerships website after each meeting, to update the wider constituency about progress:  
<http://www.nypartnerships.org.uk/index.aspx?articleid=16811>

### **Reporting/accountability**

To be confirmed (currently under review)

### **Frequency of review of these terms of reference**

The Terms of Reference were formally approved on 23<sup>rd</sup> September 2016. They will be reviewed after three years. Date of first review: September 2019

### **Contact details for further information**

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**The social model of disability:** this separates out impairment and illness from disabling barriers. People are disabled by their environment, the attitudes of others, and the policies, practices and procedures of organisations. This model is promoted by organisations of disabled people as a challenge to the individual model.

**The individual model of disability:** locates the 'problem' of disability within the individual and sees the cause of their problems as stemming from their functional limitations or psychological losses.