

Greater Manchester Health and Social Care Partnership

Greater Manchester Workforce Engagement Forum

Terms of Reference

1. Introduction

1.1 The Greater Manchester Health and Social Care Workforce Engagement Forum is a joint Greater Manchester wide forum for employers and trade unions to discuss at City Region level matters arising from the planning and implementation of devolution in health and social care across Greater Manchester.

1.2 The forum will link in with the newly established GM Strategic Workforce Board whose overall role is to co-ordinate actions on workforce matters across GM Health & Social Care Partnership organisations. The Board will report to the GM Strategic Partnership Board and also provide links to the wider GM Reform Programme.

1.3 The forum will seek to ensure that the principles of meaningful partnership working operate effectively throughout Greater Manchester and will promote good practice in all areas of staff engagement, development and management.

1.4 The Forum's remit will be:

- Provide constructive comments to all partner organisations on the planning and implementation of devolution matters at a formative stage and during development phases.
- Contribute trade union and employer perspectives to the development and implementation of policy and practice.
- Ensure there is early discussion at City Region level on emerging issues and maintain a dialogue on policy and priorities.
- Contribute ideas on the workforce implications of service change.
- Promote effective communications between partners and a collective approach to supporting and developing staff affected by service changes.
- The Forum will avoid simply replicating or reporting on the work of other bodies.

1.5 In addition to the Greater Manchester Workforce Engagement Forum, it is intended that each Locality establishes their own Workforce Engagement Forum which will reflect these partnership structures to consider issues that relate to particular localities and links in with the relevant Locality Workforce Transformation Group.

1.6 All organisations have individual responsibility for implementing any statutory obligations and national or local policy applicable to them and for consulting meaningfully within their own joint bargaining arrangements. It is recognised that each organisation would conduct formal consultation and negotiation with its' own local Trade Unions and the Greater Manchester Forum would not seek to duplicate or detract from that responsibility in any way.

2. Membership of Forum

- Nominated members from health service unions (12 seats)
- Nominated members from Local Government Unions (4 seats)
- Employer representatives (16 seats)
- Other individuals co-opted as necessary following agreement of the Forum.

3. Meeting Arrangements

3.1 The Forum will meet 6 times per year unless otherwise jointly agreed.

3.2 Joint chairs will be appointed from the trade union and employer representatives.

3.3 A small Forum Steering Group made up of representatives from trade unions and employers will meet regularly to jointly agree meeting agendas and draft minutes. The Steering Group will also work together on any issues emerging between meetings which require a response or intervention.

3.4 Further working groups may also be established on an ad hoc basis to undertake specific pieces of work as required.

3.5 The Employers Side Secretary will be responsible for the administration and effective arrangements of meetings.

3.6 The Forum will provide regular update reports to the Strategic Workforce Board, GM Manchester Workforce Engagement Board and the North West Social Partnership Forum.