



GREATER MANCHESTER WOMEN AND GIRLS' EQUALITY PANEL

TERMS OF REFERENCE

Purpose and Objectives

The purpose of the GM Women and Girls' Equality Panel is 'to enable women and girls to live their best life in Greater Manchester'. The Panel will adopt a fully inclusive approach, where women and girls in their full diversity, regardless of address, class, race, age, disability, sexual orientation, religion or belief, trans women, non-binary people and gender fluid people who identify as Women and Girls, or other protected characteristics, have equality of opportunity to start well, live well and age well in Greater Manchester.

The primary objectives of the Panel are:

- a. To provide recommendations and advice, support and challenge to the GMCA on policies and initiatives, with the aim of achieving gender equality in Greater Manchester and supporting the Greater Manchester Strategy of a greener, fairer, and more prosperous city-region.
- b. To understand issues and inequalities faced by women and girls in Greater Manchester, with a focus on key issues such as education, employment, health, and ending violence against women.
- c. To establish the Panel as a fixed piece of GMCA infrastructure and to advocate for the inclusion of gender and sex perspectives in all GMCA decision-making processes and policies.
- d. Monitor and evaluate the progress and impact of GMCA initiatives related to gender equality.
- e. The Panel will also draw on a wider network of alliances and working groups to assist in steering its agenda and actively promoting women and girls' equality.

Membership

Composition

Panel membership is open to all women over 18 who want to apply. If you are under 18 and wish to be a Panel member you will need to attend meetings with a parent/carer or an adult representative from an organisation you are affiliated with.



The Panel is committed to ensuring diversity and inclusion in its composition. The Panel will actively reach out to individuals from typically underrepresented groups in power to encourage their application to join the Panel.

The Panel is open to all women who want to apply either as individuals or representatives from a range of organisations and sectors, ensuring the viewpoints of women and girls with different protected characteristics, from a cross-sector of society are represented. The Panel aspires to have representation across geography as well as ensuring it captures the views of women and girls from different socioeconomic groups, business, VCSE and the public sector.

Panel members can be representatives of a defined organisation or network that will contribute to the Panel's discussion with the views of those they represent and engage those they represent in the work of the panel. Alternatively, panel members can sit as members of the public, engaging with diverse communities to ensure that their views are considered a voice from their community. These members do not formally represent a specific community or organisation.

The Panel shall consist of:

- a. Representatives or individuals from women's organisations and advocacy groups.
- b. Experts in health, ending violence against women, education, employment, diversity and related fields.
- c. Representatives from local government and public services as required according to the Panel's priorities. GMCA will facilitate these appointments, and the representatives will not be formal members of the Panel.
- d. Community leaders and activists.
- e. Representatives or individuals from local businesses and industry sectors.

The Panel will decide on the size of its membership but will normally have an upper limit of around 25/30 members.

Recruitment and Appointment

The Panel will review its membership annually and take decisions to address skills gaps or membership as part of that discussion.

Members of the Panel shall be appointed by the Facilitating Organisation in consultation with the Chair(s) of the Panel to ensure an open and transparent selection process. The appointment of Panel members will be approved at a Panel meeting.



Term of Office

Members shall serve a term of 3 years, which can be further extended for another term via discussions with the Chair(s) and the Facilitating Organisation for up to maximum of 6 years. This will be approved at a Panel meeting.

Responsibilities of the Panel Chair/s

The Chairs of the Panel play a key role in overseeing the work of the Panel, steering the discussion at meetings and representing the Panel at the Tackling Inequalities Board.

Chairs will ensure that:

- Meetings of the Group are conducted in a fair and transparent business-like fashion;
- Agreed conclusions, recommendations and action points are clear; and
- A shared culture and language, common purpose and trust are endorsed through a collaborative leadership style.

Further information on the role of the Chair(s) can be found in the Role Profile.

Responsibilities of Panel members

The role of the Panel member is to advise on key matters pertaining to policy and activities, engage with their networks and ensure that they represent the views of other individuals / organisations working in similar fields.

Panel members will:

- Make every effort to attend all Panel meetings and Working Group meetings;
- Be prepared for the meetings, and have read papers circulated in advance;
- Commit a minimum of 12 half days to the work of the Group over a period of 12 months;
- Take forward any actions that they have agreed to develop, and report back any progress to the Group in the timescales agreed;
- Endorse a collaborative and co-operative model and work to ensure its achievement;

Further information on the role of the Chair(s) can be found in the Role Profile.

Accountability

The Facilitating Organisation and the Panel will be accountable for the production and delivery of a work programme, and to report on progress, issues and key findings annually to GMCA.



Conflict of interest

Group Members must not use, or attempt to use, the opportunity presented by the Group to promote personal interests or those of any connected person, firm, business or other organisation. Further information can be found in the Code of Conduct attached.

Support

Reasonable travel and other out of pocket expenses incurred through the work of the Panel will be reimbursed.