

## Proposed Terms of Reference

### **Kensington and Chelsea Partnership Sub Partnership for Community, Equality and Inclusivity (CEI)**

#### **1. Purpose**

The overall purpose of the sub partnership is to maintain an overview and co-ordinate initiatives relating to the Community, Equality and Inclusivity chapter of the Community Strategy.

This will include:

- advising and updating the Kensington and Chelsea Partnership (KCP) on activities relating to community engagement, equalities and Inclusivity.
- sharing knowledge, developing joint initiatives to support synergy across appropriate partner organisations
- contributing to the achievement of the outcomes as set out in Delivering for Our Community (Local Area Agreement) and the KCP Community Strategy.

#### **2. Key priorities**

The sub partnership will be responsible for the following tasks:

- facilitating the delivery of the Community, Equality and Inclusivity priority of the Community Strategy, including monitoring performance
- working towards ensuring that the aims, promises and principles of community engagement outlined in the joint framework are integrated into all areas of practice across partner agencies
- supporting work across the partnership to reduce inequalities and promote diversity based on the six equality strands (gender, age, disability, race, sexual orientation, religion or belief)
- working with the voluntary organisations forums to facilitate effective partnership work to prevent over consultation and engagement and duplication of activities
- bringing a partnership perspective to groups including the Council's Borough Community Relations Advisory Group and the Kensington and Chelsea NHS's Equality and Human Rights Group.

#### **3. Membership**

Membership, in the first instance, will be reflective of the partners represented on the Kensington and Chelsea Partnership Steering Group. Membership should be reviewed annually to ensure the priorities of the sub partnership are achieved.

The group should be attended by those responsible for, or have an interest in, community, equality and inclusivity issues, including information (production and dissemination), consultation and engagement.

Representation should be encouraged as follows:

- Council (elected member and officers)
- NHS Kensington and Chelsea
- Police
- Main Voluntary Organisations Forum
- Kensington and Chelsea Social Council

- Tenant Management Organisation and representatives from tenant and resident associations
- Registered Social Landlords
- Forum of Faiths
- Local Involvement Network (LINK)
- BME Health Forum
- Cultural sector
- Action Disability Kensington and Chelsea (ADKC)
- Migrant and Refugee Communities Forum (MRCF)
- Volunteer Bureau
- Training Consortium (community learning provider).

Other representatives or organisations should be invited, where appropriate, for specific agenda items or priority tasks.

#### **4. Roles and responsibilities of members**

- Understand and have an overview of the needs of communities and how they might translate into partner responses
- Feedback on implementation plans, key achievements and issues of concern
- Promote joined-up working within own and partner organisations and developing links in order to deliver joint initiatives; and
- Commit to attendance at meetings and factor in the capacity for relevant tasks that result from meetings of the subgroup. Members who cannot attend a meeting should provide a deputy who is able to represent the views of their organisation

All members of the sub partnership should keep their respective organisations and the partnership informed of the needs for action on community, equality and inclusivity issues within the borough and seek active support in addressing those needs.

#### **5. Governance**

The group will be facilitated by a chair elected from within the membership. There will also be a post of vice-chair. The chair and vice chair are elected annually.

The sub partnership will always aim to reach a consensus on issues as they arise, though in the event of a failure to reach consensus, the Chair may opt to conduct a simple majority vote. The Chair will have a casting vote in the event of a tie.

#### **6. Meetings and Decisions**

- Hold three to four meetings a year, in line with scheduled KCP Steering Group meetings in order to feed into the current decision making process
- The sub partnership will hold open to the public meetings and be accountable to the Kensington and Chelsea Partnership (KCP). The chairman will represent the group at the KCP Steering Group
- Specific task groups can be formed to feed into the work of the sub partnership to take forward key themes and priorities. Any tasks groups will report to the sub partnership.
- Sub partnership meetings and related business will be serviced by the Council's Community Engagement Team
- The membership, attendance and performance of the sub partnership will be reviewed as part of the bi annual KCP review.