City of BRADFORD METROPOLITAN DISTRICT COUNCIL

STRONGER COMMUNITIES PARTNERSHIP

TERMS OF REFERENCE

PURPOSE

The Stronger Communities Partnership will work together to provide vision, strategic leadership and direction in improving cohesion outcomes for people living and working in Bradford District and in developing Stronger and resilient communities. The board will look to;

- Keep oversight of all programmes and strategies under the Stronger Communities Partnership and how this will be achieved.
- Fully embrace a test and learn culture
- Strengthen existing provision and evidence base ensuring that the priorities of the Stronger Communities are being delivered.
- Willing to take risks and be open to innovate within our agreed risk tolerance framework.

REMIT

The Partnership's remit would be to;

1. Assist in the development of the Stronger Communities Partnership aims and objectives.

2. To agree and sign off the Stronger Communities Strategy, Communications and Marketing Strategy, Evaluation plans and on-going community engagement activities across the District.

3. Monitor the achievement, performance, financial spend, risks and issues in relation to the Stronger Communities work and ensuring success is recognised and celebrated.

4. Influence ways of working and/or culture within their organisation as well as work in partnership with others ensuring integration is embedded as an ethos across their area of work.

5. Ensure that the Partnership is kept informed of major developments in the public, educational, economic and cultural life of Bradford District, particularly where they might have a significant impact on the districts cohesiveness.

6. Provide advice within their areas of expertise as represented on the Partnership, keeping the Board informed of opportunities for activity within or behalf of Bradford whilst seeking assurance, offering challenge, fresh insights and identifying new opportunities that would achieve the desired outcomes.

7. Provide access to communities within Bradford for whom the Partnerships work has relevance.

8. Contribute, review and disseminate any learning from the Partnership's work.

9. Act as an advocate and champion, challenging negative influencers and national narrative, lobbying on behalf of the Partnership and taking remedial actions.

10. To agree the commissioning and decommissioning of services, reviewing the evidence, learning, social return, national context and listening to local people before making decisions.

11. Consider the wider policy development, links to other programmes and their alignment, ensuring coordination, offering scrutiny and challenge and working towards shared outcomes and sustainable solutions.

The Board will undertake training to ensure they can fulfil the remit of this role as described.

MEMBERSHIP

The Partnership will not exceed 20 members. All terms except the Chair of the Partnership will serve for two years. The Chair will serve for three years and will be selected through an application and interview process. The Deputy Chair will be nominated through the membership and from a majority vote. Members should be in a position to support the work of Stronger Communities.

In order to satisfy this role, the Partnership will be comprised of representatives from the following statutory, non-statutory organisations and residents living in Bradford;

1. Independent Chair
2. Economic/ Employment
3. Safer Communities Partnership/Police
4. Voluntary and community sector
5. Health
6. Business
7. Education
8. Housing sector
9. Portfolio Holder of Neighbourhood and Customer Services
10. Young persons
11. Faith
12. Bradford East Residents
13. Bradford West
14. Bradford South
15. Shipley
16. Keighley

17. Specific skill and expertise as determined by the board x 3

Representatives will also consist of the following but will have no voting rights.

1. Three Legacy members
2. Integration Area lead from Ministry of Housing, Communities and Local Government (MHCLG)
3. Local Authority members;
    a. Assistant Director of Neighbourhoods and Customer Services
    b. Programme Lead
    c. Stronger Communities Lead
4. Data, research and evaluation advisor.

STRUCTURE AND REPORTING

The Health and Wellbeing Board is the lead partnership in the Bradford District Partnership. The Stronger Communities Partnership will report to this board. The Stronger Communities Partnership will also report to the Corporate Overview and Scrutiny Committee to make sure our decisions and services are being made fairly and with transparency.

The Stronger Communities Partnership Board will be informed by the Safer Communities Partnership (already established) The Police representative must have some links to the Safer Communities Partnership. A report on progress will be provided to the Board where relevant from the Safer Communities Partnership. The Stronger Communities Partnership will provide a reciprocal arrangement to make sure these two boards are connected. The Equalities and Community Relations Group will report to the board every quarter.

The Board will be regularly informed by the People's Advisory Group and the Stronger Communities Delivery Group will work closely with them to ensure interventions are designed, delivered and continually improved in line with a 'test and learn' approach. This information will be managed through the programme team which will report to the Board every two months.

ATTENDANCE

All statutory and non-statutory service members who are appointed will assign an appropriate designated person to be able to make decisions in the event that the representative member cannot attend. For residents this function will be managed through the Stronger Communities recruitment processes.

DECLARATION OF INTEREST

Declarations of interest should be made at the point of recruitment. However, these will be updated annually but will remain the responsibility of each member to disclose on matters arising at any time throughout their term or when it becomes apparent.

DECISION MAKING

The Decisions of the Stronger Communities Partnership Board will be understood to be collective and to be acted on by everyone unless individual members have made a fundamental objection.

- A quorum of five members of the group will be required to conduct business including at least one local authority representative from the integrated Communities Strategy programme.
- Decision making by consensus unless there is a failure to agree in which case each partner has one vote. In the event of members failing to agree the Chair will have the casting vote.

CONDUCT AND FREQUENCY OF MEETINGS

The Board will meet as a minimum every two months. However, more frequent meetings may be agreed. Adherence to the code of conduct will be expected of all members.

SECTERIAT

Bradford Council will provide administrative support to the Board.

REVIEW

The Stronger Communities Board will annually review terms of reference and working arrangements for sub-groups for particular functions / tasks. Changes to the terms of reference will be subject to discussion and agreement by the Stronger Communities Board and can only be made following consultation.

Board members will undertake an annual appraisal with the Chair, Portfolio Holder and Assistant Director or Director of Neighbourhoods and Customer Services.