

Bournemouth and Poole - Sustainable Food City Partnership



TERMS OF REFERENCE

1. Values, vision and aims

The Sustainable Food City Partnership, our members and the activity we support and develop are underpinned by our core values and beliefs. They guide both our strategic planning as well as our day-to-day work. They are what we stand for, who we are.

- **Unity** – We strive to connect and unite all our communities around a shared belief in the value of good, healthy food.
- **Stewardship** – We care for, value and preserve spaces for growing, cooking and eating food, food knowledge and culture with honesty and integrity.
- **Resilience** – We work to create resilience across the food sector, building food security whilst remaining a dependable, sustainable Partnership.
- **Nourishment** – We know that food nourishes the mind and soul as well as the body so we strive to be creative, original and flexible in all that we do to provide real nourishment to all those who work for and with us.
- **Commitment** – We are fundamentally committed to creating a vibrant, socially just and inclusive food sector.

These values and our Partnership members have helped shape and plan what it is we want to achieve, our vision of creating:

A flourishing city region where good food and better food choices lie at the heart of every community.

To realise this vision, we will continue to deliver our mission of:

Working together to connect, support and enable our food community, helping to grow a thriving food sector and good food neighbourhoods.

To achieve our vision, we will support and deliver activities across all areas of our strategic plan to create the kind of city we want to live in. This plan aims to create:

1. ***A city where sustainable, healthy food is grown and reared in public and private spaces by individuals, community groups and enterprises.***
2. ***A city where sustainable food is bought, traded and sold through businesses and community enterprise using independent, new and traditional market places and spaces.***
3. ***A city where everyone, no matter their situation can readily access sustainable, nutritious food and where food poverty has been eradicated.***
4. ***A city where everyone has access to food skills and learning, is able to make better food choices and understands sustainable food issues.***
5. ***A city where governing bodies understand the multiple benefits of a sustainable food system, regulate to support its growth and commit to procure sustainable food whenever possible.***
6. ***A city where businesses and communities minimise their food waste and increase composting and recycling, or 'A zero waste city'***
7. ***A city where visitors and residents, especially children, enjoy a local, sustainable food culture.***

2. Members

Members of the Bournemouth + Poole Sustainable Food City Partnership (SFCP) are drawn from across all areas of the food sector and organisations that have an interest in creating a better, more equitable food system in Bournemouth and Poole. Members include representatives from community groups, voluntary sector, private businesses, public health and the public sector – anyone and any organisation who is interested in the sustainability of food in our city region and wants an equal say in its development.

All members support the overarching mission statement of the Partnership and agree to work towards achieving that goal over and above their own individual objectives.

The Partnership will consist of three types of members:

Members: Those members who want to join the Partnership and,

- commit to the vision and objectives of the Partnership,
- receive regular updates about the Partnership and its activity, as well as broader news, events and opportunities associated with sustainable food,
- have the opportunity to input into Action Plan updates and be appraised of progress at an annual celebratory event,
- nominate and elect the Partnership Board on a one person, one vote basis,
- participate in informal networking events.

Project partners: Those members who in addition to the above also wish to,

- support the Partnership in the delivery and/or achievement of one or more of its actions,
- participate in informal meetings with other project partners.

Partnership Board: Those members who in addition to the above also wish to,

- work proactively to achieve the vision, objectives and actions of the Partnership,
- provide regular guidance on the delivery of the Action Plan and monitor its progress,
- oversee the management of relevant budgets, staff and other resources,
- raise awareness, understanding and develop support for the Partnership and its work including supporting internal and external communication,
- support and oversee the work of the SFC Manager.

Any individual, group, organisation or business can join the Partnership at any time as a Member or Project Partner. Members of the Partnership Board will be elected/agreed by all partner members on an annual basis. The Partnership Board are able to collectively agree the appointment of new Board members where there are gaps or the group requires expertise in a particular area. The number of the Partnership Board will be a minimum of 12 and will not exceed 20.

3. Chair

The group will elect a Chair and Co-chair/Vice Chair from the Partnership Board. These posts will be re-elected annually.

4. Reporting

The Partnership Manager and Partnership Board will be responsible for providing appropriate reporting to all Partnership funders as and when required. Reports on the annual progress of the Partnership will also be produced for circulation to all members, stakeholder groups and other interested parties.

5. Meeting arrangements

Meetings of the Partnership Board will be arranged as follows:

- meetings will take place bi-monthly on the evening of the second Tuesday of the month
- the quorum for voting at meetings will be 50% of the Board
- members who have not attended four consecutive meetings will be assumed to have resigned from the Board, unless, on the basis of information, the group decides otherwise.
- A member of the group must identify any areas of personal or pecuniary interest before discussion on that item and if deemed necessary will leave the room for discussion on that item.