

KENT FOOD PARTNERSHIP

Feeding the next generation

CHARTER AND TERMS OF REFERENCE

CHARTER

Vision

Our vision is of a county:

- That is recognised as a diverse, inclusive, vibrant and innovative food producing county;
- whose citizens have access to a healthy diet which helps them live long, active and happy lives;
- that inspires people to choose a career in the food and drink sector;
- whose local food economy is well-connected, keen to work together and thriving;
- that produces, processes, distributes and disposes of its food in a way that protects the environment and its citizens, and promotes a circular economy

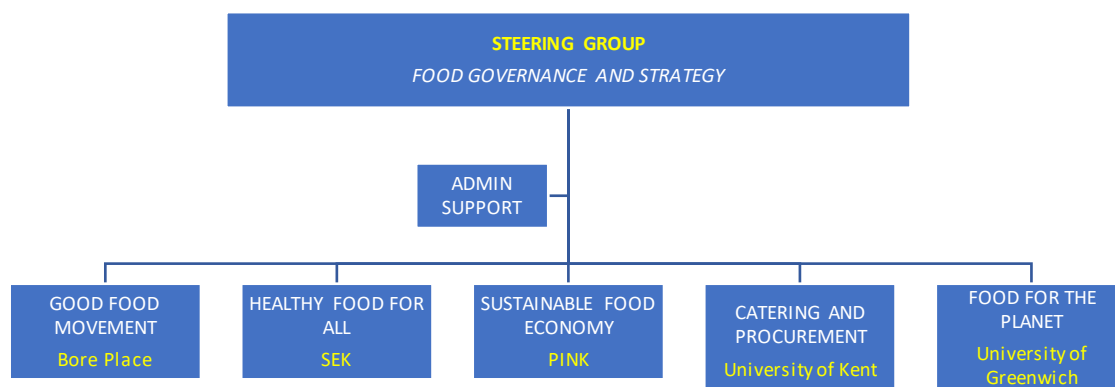
Mission

The Kent Food Partnership is on a mission to create a diverse and inclusive environment in which all its citizens and visitors can access, know about, can grow and cook good, healthy, seasonal and affordable food that is sustainably grown, produced, processed, distributed, sold and served, boosting the local economy, improving the health of its citizens, creating a sense of community and protecting the environment.

Strategic aims

1. Promote healthy, sustainably produced and affordable food to the public
2. Build community food expertise, skills and resources
3. Tackle food poverty and diet-related ill-health
4. Support a diverse and vibrant food economy
5. Transform catering and food procurement
6. Reduce waste, reuse and redistribute surplus and minimise the ecological footprint of the food system
7. Develop a better funding infrastructure to support food and drink-related activities aligned with strategic objectives 1-6

GOVERNANCE STRUCTURE



TERMS OF REFERENCE

1.0 Purpose of the Kent Food Partnership.

The Kent Food Partnership is a strategic regional network inspired by the Sustainable Food Places model that brings together independent experts, regional NHS services and representatives of business, public, education and not-for-profit sectors to develop a shared vision on and implementation plan for a fairer and more sustainable food system in Kent.

2.0 The Role of the Kent Food Partnership.

The Kent Food partnership will be responsible for:

- Developing a robust regional food strategy and overseeing its delivery
- Exploit opportunities for joint working and address areas for future development and improvement
- Promote and facilitate coordination and alignment between partners
- Consider where agendas and resources might be shared more effectively
- Provide strategic direction, oversee performance and share best practise
- Promote communication and engagement with Kent stakeholders and residents
- Work as a 'network of networks'
- Produce an Annual Report on activity, impact and future actions.
- Network with similar structures elsewhere, helping achieve economies of scale, best practice and coordinated lobbying.

3.0 Composition of the Steering Group.

3.1 The Steering Group will comprise members from key delivery and stakeholder organisations. This will be a balanced and sustainable representation of all relevant sectors that can make a significant contribution to the delivery of the Kent Food Strategy and its delivery/work streams without making the Steering Group too unwieldy to operate efficiently and ensure effective representation.

- 3.2 Membership should be to a named individual of sufficient seniority to influence activity and make decisions within their organisation and/or sector.
- 3.3 Membership will be in a permanent capacity (or temporary capacity as the need arises). Invitations to join the Steering Group should clearly specify the appropriate arrangements.
- 3.4 Observers and specialists may also be invited to attend Group meetings, subject to the same processes as 3.2 and 3.3 above.
- 3.5 At least eight group members are required to form a quorum for a Steering Group Meeting. Decisions shall be by majority vote where a vote is required. All group members have one vote. In the event of a split decision, the Chair shall have the casting vote.
- 3.6 In order to ensure that meetings remain manageable, the membership of the Steering Group (excluding officer support) shall not exceed 15 core members. Specialist and advisory attendance from other groups/organisations may be required at times.

4.0 Workgroups.

- 4.1 In order to deliver against the objectives of the Kent Food Partnership, or provide specific expertise, the Steering Group has formed workgroups on five priority areas (Good Food Movement, healthy Food for All, Sustainable Food Economy, Catering and procurement and Food for the Planet) to undertake a body of work and identify a lead partner to coordinate this work with the body of work agreed by the Steering Group before implementation.
- 4.2 The lead partner has a seat on the Steering Group and will be responsible for regular updates on the workgroup's progress to the Steering Group.

5.0 Role of the Group Chairperson.

- 5.1 The Chairperson of the Group is appointed by the lead organisations of the Kent Food partnership: Produced in Kent and Social Enterprise Kent.
- 5.2 The Chairperson will act as the independent leader of the meeting. A deputy Chairperson will be elected from the Group as stand in if the Chairperson is unable to attend a meeting.

6.0 Officer support to the Group.

- 6.1 Produced in Kent will provide administrative support to the Group. This will comprise:
- meeting arrangements
 - preparation and distribution of agendas and agenda papers
 - taking and distribution of minutes
 - coordinating the Kent Food Strategy and annual report
- 6.2 Once official food partnership status has been awarded by Sustainable Food Places, funding shall be sought to pay for group admin and marketing support. The support function shall remain within Produced in Kent.

7.0 Review of Terms of Reference.

- 7.1 The Terms of Reference will be reviewed by the Kent Food partnership on an annual basis

8.0 Membership.

8.1 The Kent Food Partnership is a network of networks, with each member representing an organisation(s) with a strategic role in Kent's economic, community and/or environmental agenda.

