

# **KCSC Voluntary Organisations Forum's: Terms of Reference**

## **Health and Wellbeing**

### **Terms of Reference**

A forum for voluntary organisations interested in health improvement and reduction of health inequalities in Kensington & Chelsea, Queen's Park and Paddington. The aim of the forum is to:

- Ensure the voluntary and community sector in Kensington Chelsea are informed and engaged in all relevant matters relating to the health and wellbeing of local residents
- Ensure that the voice of the voluntary and community organisations are heard and able to influence decision making
- Ensure that local services are strengthened and the sector is central to the delivery of services for local residents

### **Functions of the Forum**

- Meetings will seek to include discussions, presentations or training on subject areas prioritised by forum members.
- The forum may invite other relevant people to participate in meetings as and when appropriate.
- The forum shall in all of its activities aim to represent and promote the voluntary sector as a whole to decision makers in attendance rather than promote or encourage views of individual organisations and their services.
- *The ToR will be reviewed every two years, at the first meeting of the year.*

### **Frequency of meetings**

4 meetings per year

### **Membership**

All voluntary and community organisations working in Kensington and Chelsea with relevant interests are invited to attend.

### **Chair**

The meeting is chaired alternately by the CEO of KCSC and the CEO of ADKC.

### **Administration**

KCSC is responsible for all arrangements including sending invitations and reminders, booking venues and organising refreshments.