

Appendix 3

Draft terms of reference for KGFT working group

Background

The KGFT Board have expressed a desire to engage back bench Cllrs and non Cllrs in the management of KGFT lands including Mile End Park and Stepney Green. To this end the lead member has requested a draft terms of reference for the KGFT to discuss and amend as they see fit. Legal services have indicated that the board has the power to set up such working groups, and will be asked to clear the terms of reference once decided.

Objectives

1. A more in depth engagement with the management and day to day workings of the charity.
2. Support greater engagement from residents with the ongoing development of the KGFT lands and the delivery of its charitable aims.
3. To support fundraising initiatives and the delivery of business planning that ensures the long term health of the charity.
4. To report back to the Board any issues or recommendations the working group may have
5. To act as a critical friend in monitoring standards of service delivery and maintenance of the assets.
6. Helping to ensure that the management of the charity meets legal requirements and maintains high standards as a public service

What the group would not do

1. Give direct instruction or direct criticism to individual members of staff or volunteers working for the charity/council.
2. Make key decisions which would normally be made by the Board including use of budgets and planned activities
3. Act as spokespeople for the Charity without express permission of the Board.

The board remains the legal management body and the working group is there to support the boards work.

Proposed make up of working group

Membership is open to:

- any of the existing board members
- any non cabinet councillors with an interest in the work of the trust
- representatives of community organisations, local school users, business supporters and sponsors.

Numbers TBC

How it would operate

- Group would be supported and serviced by a member of the parks staff.
- It would meet in a location within the park.
- Members should commit to attend regular meetings.
Note: should not be used as a forum for single interest groups or individuals to voice their personal agendas or issues. These could be facilitated through an annual public meeting led by working group.
- Individual members could volunteer to take a lead on specific aspects of the charities work i.e. volunteering, grounds maintenance, community activity.
- Number of meetings to be decided by the working group.
- Chair would be nominated by the group and could be rotated
- At least one member would attend KGFT board meetings to feedback and also observe the workings of the board.