

TERMS OF REFERENCE Amended: July 2021

Vision

“Provision of fair and inclusive services and equality of opportunity for all people living, working and visiting in our city recognizing and celebrating the diversity of the city’s people”

Purpose

The partnership is commissioned by Brighton & Hove Connected (the Local Strategic Partnership) to act as both a strategic and operational partnership.

The Partnership’s overarching purpose is to drive improvements in community engagement, specifically collaborative working between public services, the private sector and communities, to reduce inequality and foster community resilience and activity.

Community resilience is a measure of the sustained ability of a community to utilise available resources to respond to, withstand, and recover from adverse situations¹.

Public services are services which are provided by government to people living within its jurisdiction, either directly (through the public sector) or by financing provision of services. The term is associated with a social consensus (usually expressed through democratic elections) that certain services should be available to all, regardless of income, and done to help people and not for profit

Aims

Through the Communities Chapter of the Sustainable Community Strategy, the Equality & Inclusion Partnership (known as EquIP):

- will contribute to the overall performance management framework for B&H Connected to support the delivery of the Community Strategy priority outcomes
- will advise, drive, guide and support the B&H Connected family of partnerships on equality, diversity, inclusion and community engagement
- will act as critical friend as well as identify, promote and share good practice, to help B&H Connected and all its constituent organisations develop and improve their equality, diversity, inclusion and community engagement policies, practices and culture
- will use research and data to gain insight into our communities, service users, customers and social capital to identify opportunities, needs and service gaps for championing across the family of partnerships

¹ Source; The RAND Corporation is an international research organisation that develops solutions to public policy challenges to help make communities throughout the world

safer and more secure, healthier and more prosperous. RAND is nonprofit, nonpartisan, and committed to the public interest www.rand.org

- will work to ensure services hear the voice of residents from individuals and groups underrepresented – in relation to their protected characteristic - in engagement

This Partnership was created on 24 June 2014, replacing the City Inclusion Partnership and City Engagement Partnership.

Joint Chairs

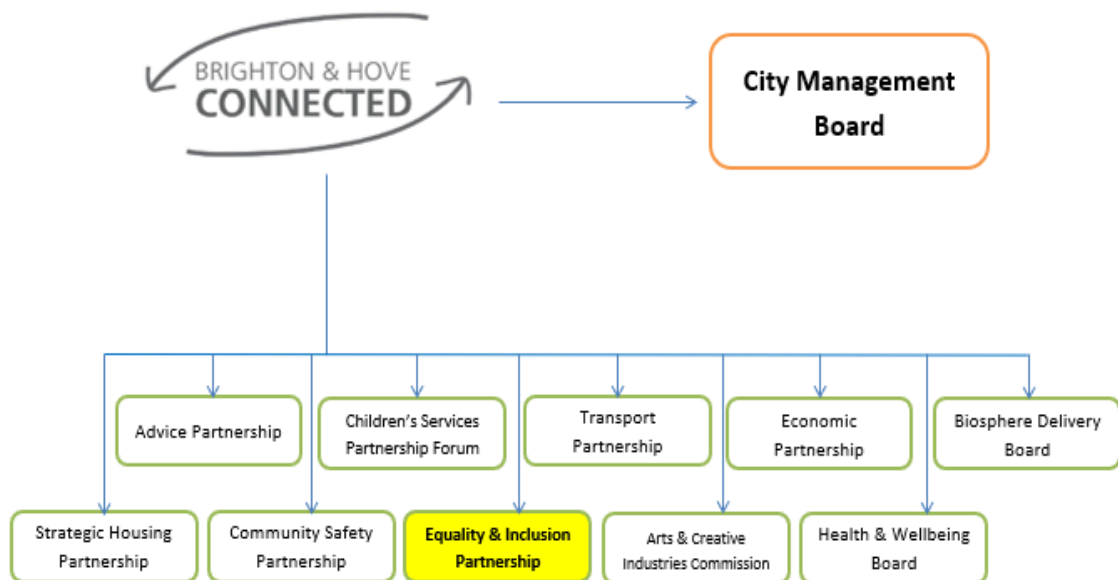
The Partnership will have joint Chairs:

- Brighton & Hove City Council Lead Member for Communities & Equality
- Third Sector Representative (nominated and, if necessary, voted for by the Third Sector representatives)
- Private sector representative (tbc)

The Chairs will represent EquIP on B&H Connected.

Operational Framework

EquIP sits within the wider family of B&H Connected Partnerships and is responsible for the priorities and outcomes of the Communities chapter of the Sustainable Communities Strategy: The Connected City.



**Brighton & Hove Connected
- Communities Chapter -**

Policy Areas

- Localism
- Public Sector Equality Duty
- Duty to Involve
- Reducing Inequality
- Colleges in the Community
- Corporate Responsibility
- Social Value
- B&H Third Sector Policy
- Customer Insight
- Community Wealth Building
- Carbon Neutral



Partners

- Third Sector
- Councillors
- Public Sector
- Chamber of Commerce/Economic Partnership
- Specialists

Workstreams

Sub-Groups/Linked Groups

Membership

Total: 26 Members

Third Sector (x5)

CVS Representatives to represent whole sector:

- Community Works
- Communities Representative
- Equalities Representative (x3)

Education (x2)

Nominated by the Learning Partnership to focus on:

- 0-19 year olds (BHCC Children's Services)
- Adult Learning and Skills

Health (x2)

To represent all health sectors:

- Clinical Commissioning Group
- Brighton & Sussex University Hospitals NHS Trust

Councillors (x4)

- Lead Member for Communities and Equality
- Political Parties (x3)

City Council (x6)

Lead Commissioners:

- Communities, Equalities & Third Sector
- Public Health
- Adult Social Care
- Children's Services (& B&H LP)
- City Services
- Economy, Environment & Culture

Other (x7)

- B&H Strategic Partnership
- Business Representation (Chamber)
- Sussex Police
- East Sussex Fire & Rescue Service
- University of Brighton
- University of Sussex (tbc)
- Crown Prosecution Service

Responsibility of Members

Members of EquipP agree to:

- Represent their area of membership on the partnership
- Link back and engage with the organisations, residents and other stakeholders they represent and work with to champion and deliver the priorities of EquipP
- Provide a voice to the organisations, residents and other stakeholders they represent to help shape the priorities of EquipP
- Attend and engage in meetings, sending suitably empowered substitutes if unable to attend personally
- Facilitate task and finish groups and identify suitable resources

Workstreams

The Partnership is responsible for developing and implementing the Communities Chapter within the Sustainable Community Strategy.

An Action Plan will be developed within the Partnership to help deliver the priorities of the Strategy.

Sub-Groups / Task & Finish Groups / Linked Groups

Sub-Groups

A number of sub-groups will report to the Equality & Inclusion Partnership. These groups are tasked with delivering on longer term priorities of the Partnership:

- Trans Equality Sub-Group
- Workforce Equality and Diversity
- Accessible City Steering Group
- Inclusive Cities Taskforce
- Anti-Racism Working Group

Task & Finish Groups

These will be set up as required to deliver short term pieces of work for the Partnership. Membership will be drawn from the Partnership and wider body of experts across the city as necessary.

- Disability Needs Assessment Steering Group

Linked Groups

Partnership members sit on a wide variety of other groups and partnerships and provide the potential for the Equality & Inclusion Partnership to reach a much wider audience and learn from others' experiences. Where relevant, those Partnership members in linked groups will act as a conduit to their linked groups to support the aims of the Partnership.

Facilitation & Frequency

Facilitation

- BHCC Communities, Equality & Third Sector Team agree to be secretariat to the main partnership (eg book meetings, arrange venue, arrange minutes, monitor work-plan, invite members)
- Partners agree that sub-groups would have their secretariat provided by wider partnership sub-group members (eg book meetings, arrange venue, arrange minutes, monitor work-plan, invite members)
- As infrastructure provider, Community Works to help shape the agenda and contribute to development where possible
- Additional colleagues will be invited to task and finish / sub-groups / to give presentations etc as appropriate to support the Partnership

Meeting Frequency

- Main partnership – quarterly
- Sub-groups – as necessary

Terms of Reference Review

The Terms of Reference will be reviewed in line with wider reviews of Brighton & Hove Connected and changes to the priorities of the Communities Chapter of the Sustainable Community Strategy. At a minimum the Terms of Reference will be reviewed every 3 years.

Appendix: Glossary

- **Inclusion**

Inclusion is about taking action to remove the barriers faced by protected and other groups at a disadvantage to enable them to effectively access services, participation, education and employment.

- **Engagement**

There are many different words used to describe community engagement – ‘participation’, ‘involvement’, ‘consultation’ and ‘research’ are just a few. All are types of engagement. All are equal in merit. ‘Community’ means: In the widest possible sense we are talking about Brighton and Hove – the city, its neighbourhoods – wards, specific streets or housing estates – and everyone that lives in, works in, or visits the city. Our definition of ‘community’ also aims to recognise that different people identify themselves in different ways and that we should be sensitive to this when carrying out any type of engagement activity. Moreover, we must not forget that people who see themselves as members of a community are also individual citizens. **[Community Engagement Framework]**

- **Equality**

Equality is about ensuring that every individual has an equal opportunity to make the most of their lives and talents and believing that no one should have poorer life chances because of what, where or whom they were born, what they believe, or whether they have a disability. Equality recognises that historically certain groups of people with particular characteristics, e.g.: race, disability, sex and sexuality, have experienced discrimination. **[Equality & Human Rights Commission]**

- **Diversity**

Diversity is about taking account of the differences between people and groups of people and placing a positive value on those differences.