



# North Kensington Health & Wellbeing Network

## Terms of Reference

### Purpose

- To help service providers share experiences, resources and reduce overlaps in services and enable us to work more effectively together to meet the health and wellbeing needs of residents in North Kensington.
- To provide up-to-date information on the wider health and wellbeing agenda and how it relates to North Kensington.
- To explore initiatives that might lead to joint bidding for funding and contracts.
- This network has been set up as part of the NHS North Kensington Health and Wellbeing Strategy and is a joint partnership with WL CCG.

### Membership

- Members are voluntary organisations, community groups, Residents Associations and Faith groups providing health and wellbeing services for residents in North Kensington.

### Frequency of Meetings

- The Network will meet once a month, for approximately ninety minutes.

### Chair

- The Chair will be a representative from a North Kensington voluntary and community sector organisation and will be elected by the group for a period of one year from February 2021. Until this point KCSC will stand in as a temporary chair.
- Their responsibilities include:
  1. Guiding the meeting according to the agenda and time available.
  2. Ensuring agenda items end with a decision, action or possible outcome where appropriate.
  3. Review and approve the agenda and draft actions before distribution.

### Meeting Administration

- Meeting agenda and the previous meeting's actions points will be circulated at least a week in advance. A staff member from Kensington and Chelsea Social Council (KCSC) will undertake this, and any other administration of the Network, including putting information about the Network on the KCSC website and social media.
- Network members will discuss the actions agreed at the previous meeting at the start of each meeting.
- This will be reviewed regularly and could be led by a North Kensington voluntary and community sector organisation (funded to do so).

### Monitoring and review

- The Network's Terms of Reference will be reviewed annually.
- The Network will undertake an annual review of its performance, via self-assessment/survey by its members.

These Terms of Reference for North Kensington Health and Wellbeing Network to be agreed at the meeting on 24<sup>th</sup> November 2020.