

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

## **Main Voluntary Organisations Forum**

This forum is for all voluntary and community organisations delivering services for the residents of Kensington and Chelsea. The aim of the forum is to:

- Ensure the voluntary and community sector in Kensington and Chelsea are informed and engaged in matters relevant to the sector and the services it provides.
- 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**

- 2 meetings per year

## **Membership**

- All voluntary and community organisations working in Kensington and Chelsea are invited to attend.

## **Chair**

- The meeting is chaired by the CEO of KCSC.

## **Administration**

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