



## **Northern Devon Futures Partnership Terms of reference**

### **1. Purpose and Principles**

The Northern Devon Futures (NDF) Partnership brings together key leaders and organisations across North Devon and Torridge. Members commit to working together in a spirit of trust, fairness, and collaboration to improve the lives of people in Northern Devon. This partnership does not replace the legal responsibilities, governance structures, or decision-making authority of any individual organisation.

### **2. Roles and Responsibilities**

Members are expected to:

- Take a Northern Devon-wide perspective
- Work towards a shared vision and common goals
- Share ideas, expertise, and insights
- Support more joined-up and effective ways of working
- Speak on behalf of their organisation with appropriate authority

Decisions about resources remain with individual organisations, but NDF promotes collaboration, strategic alignment, and joint working wherever possible.

### **3. Legal Status**

The NDF Partnership is an informal collaboration with no legal status. It cannot enter into contracts in its own name. Any legal or financial matters must be managed through partner organisations, as agreed by members.

### **4. Key Activities**

The Partnership will:

- Develop and agree a shared vision, strategy, and annual workplan
- Guide and support NDF Action Groups to ensure delivery is achieved via a joined-up approach
- Monitor delivery and impact of the strategy and plan
- Identify strategic challenges and respond collectively
- Seek and secure funding collaboratively
- Offer strategic leadership where there is no other suitable body
- Combine local knowledge, data, and community voices to drive innovation and regeneration
- Represent Northern Devon's interests to Government and regional bodies
- Minimise bureaucracy and work through existing structures where possible



- Focus on the needs of all communities, especially those who are marginalised or disadvantaged
- Balance the common good with the interests of individual organisations

## **5. Strategic Board Membership**

The Strategic Board includes senior representatives from public, private, community, and voluntary sectors who play key leadership roles in Northern Devon. Each member may nominate one alternate.

Members commit to promoting NDF across their organisation and networks. If a member leaves their role or changes employer, their membership will end.

Membership is linked to:

- Local Government and MPs
- Devon County Council
- North Devon Council
- Torridge Council
- North Devon Biosphere
- Devon & Cornwall Police
- Local Employers
- Devon Chamber
- NHS
- Housing
- VCSE

## **Chairing**

- The Chair is elected by the Board for a two-year term, renewable once (maximum four years).
- The Chair leads and facilitates Strategic Board meetings to ensure all members can contribute.
- The NDF Secretariat supports the Board and Action Groups with administration and coordination.

## **Quorum and Meetings**

- A meeting is quorate with at least half the members, including both District Councils.
- The Board meets four times a year, or more often if needed.
- Meetings will be cancelled if there is insufficient business or attendance.
- Meeting papers must be submitted at least five working days before the meeting.

## **6. Action Groups**

Action Groups support delivery of the strategy and involve wider stakeholders. They cover key themes:



- Economy, Innovation and Skills
- Health and Equity
- Climate
- Community, Wellbeing and Inclusion
- Children and Young People
- Housing and Infrastructure

Foundation members from each sector lead these groups and agree workplans with members. They will include or involve additional stakeholders as needed.

## 7. Additional Information

- **Area Covered:** Northern Devon (North Devon and Torridge Districts)

