

Durham University Community Engagement Task Force (CETF) Terms of Reference (ToR)

1. Scope:

This terms of reference operates within the context of the University Strategy 2017-27 and the planned growth of the University in terms of the student population.

Understanding community benefits along with issues and concerns around this is important in enabling the University to optimise its contribution to communities within the City and wider Durham county area and to take reasonable and proportionate steps to mitigate the consequential impacts.

The core aims of the taskforce will be to:

- a) Develop and maintain positive partnerships and engagement with stakeholders in the local community
- b) Build students sense of belonging and responsibility
- c) Recognise the amenity¹ of residents
- d) Enhance the contribution made by the University to the City and wider Durham county area

As a group the Task Force will seek to promote a partnership approach at all times, acknowledging the views of the wider Durham community and the role partnership can play in developing local solutions to local issues². The group will be guided by data, feedback and dialogue between the University and the City.

2. Membership:

Subject to change as the task force evolves, membership is proposed initially to be comprised as follows:

Representatives of the University³ and students	Student Support and Wellbeing, Experience Durham, Marketing and Communications, Business and Innovation, Culture Durham, Estate and Buildings, Colleges, Durham Students Union
Representatives of key City stakeholders	County Durham & Darlington NHS Foundation Trust, County Durham & Darlington Fire and Rescue Service, Durham County Council (DCC) Planning Department, DCC Partnerships & Community Engagement, DCC Neighbourhood Warden, Durham Area Action Partnership, Durham BID, Durham Constabulary Police University Liaison Officer
Representatives of City residents (5 posts)	City of Durham Parish Councillor(s), Durham County Councillor(s), DU Residents Forum representative(s)

The University will be guided by the wishes of the elected members and residents groups representatives as to how the 5 'resident' positions on the task force may best be apportioned as a reflection of the diversity of roles undertaken by those persons.

3. Sub Groups and Action Plan:

The CETF will monitor the work of five sub groups focussing on specific thematic areas. Each sub group will have an action plan clearly demonstrating the issues being explored across their thematic area.

The five thematic areas are drawn from the wide ranging feedback the University has received from its events in April and June 2018 under the "University and City: Growing Together" banner. They support ideas, suggestions and proposals to be directed to an appropriate sub-group for consideration and development into action.

The five thematic areas are as follows:

¹ The Planning Portal defines 'amenity' in its Glossary as "A positive element or elements that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the inter-relationship between them, or less tangible factors such as tranquillity". The Task Force also understands a broader interpretation of the word encompassing freedom from impacts such as noise, dirt, smell, and the positive attributes of comfort, convenience, or enjoyment.

² Feedback from University and City events can be viewed at: <https://www.dur.ac.uk/community/>

³ Directors or Heads are expected in the first instance. Deputies by exception.

Sub-group	Theme
Economic	Business Commerce Innovation Enterprise Procurement (including Catering) Careers & Employability
Cultural	Arts Heritage Music Theatre Tourism
Citizenship	Volunteering and Outreach Neighbourliness Behaviour Personal Safety
Lived Environment	Accommodation Estates and Buildings University Infrastructure Local Services
Durham For All	Open access to facilities Open access to colleges Open access to activities Open access to knowledge Communications and marketing

Composition of any sub-groups will be considered on a case by case basis, drawing on the most appropriate skills / experience, thereby allowing for wider input beyond the core membership. Sub-groups will be led by a University representative and co-chaired with a City partner.

This is a living document. Suggestions on the scope of each sub group are welcomed by email to: university.strategy@durham.ac.uk

4. Governance and operating arrangements

The CETF will report directly to the University Executive Committee (UEC) and regular updates will be provided. The initial operating period will be the 2018-2019 academic year. The key output from the TF will be a report with recommendations to UEC after review in summer 2019. The report will include a recommendation regarding the future role and work of the Task Force.

The Community Engagement Task Force (CETF) and each sub-group will meet at least once termly. The CETF will be co-chaired by the Pro Vice Chancellor (PVC) for the Wider Student Experience (WSE) and the Director of Estates and Buildings. The CETF coordinator is the Community Liaison Officer (Durham University).

5. Version Control

Owner	
Author	Hannah Shepherd, Community Liaison Officer, Durham University
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