



Terms of Reference Good Food Lewisham Steering Group (September 2023)

Next review: September 2024

Good Food Lewisham (GFL) Vision:

Our vision is to see our home become a diverse and lively community that connects people to healthy, sustainable and affordable food that is grown, produced and prepared locally to promote a vibrant food culture and prospering local economy.

Purpose (What):

- Setting the direction through strategic oversight and assurance of a Good Food Lewisham Action Plan and implementation
- Coordination of network meetings and making connections to enable collaborative working with Lewisham focused stakeholder groups - people, organisations, and businesses
- Identifying challenges, opportunities and solutions in the delivery of the Action Plan
- To provide advice and information to the working groups and coordinate groups on the delivery of the Action Plan

Aim(s):

Help citizens and stakeholders understand what the food system is, how it can support them and their communities and work together to improve Lewisham's food system through the delivery of Good Food Lewisham programmes

Objectives/Outcomes:

- Increase understanding of how the food system can positively impact citizens' lives
- Widen representation and input of under-represented groups
- Attain Silver Award status of the Sustainable Food Places awards
- Engage a variety of organisations including business, schools, and caterers

These will be measured using a mix of quantitative and qualitative methods e.g. surveys, meeting attendance, representation etc. to be decided by the SG.

How:

- Ensuring diverse and underrepresented groups are given an opportunity to participate and influence via appropriate forums, meetings, and have access to support and information
- Adopting a risk/opportunities and gap analysis approach
- Supporting and influencing the Good Food Lewisham Coordination Team
- Delivery and communications oversight/support of Lewisham Good Food initiatives
- Sourcing and utilising cross cutting and diverse and inclusive skills/experience
- Activating stakeholders
- Taking a creative, agile, and programmatic approach to be effective in delivery
- Actively listening and incorporating feedback to continuously improve and problem-solve

Principles and Values:

| Principles (Rules based on values) | Values (Qualities and standards of behaviour) |
|--|---|
| <ul style="list-style-type: none"> ✓ Permaculture focused- <i>Consistent and aligned with Sustainable Food Places</i> ✓ Fair and Open- <i>Representative, inclusive, and welcoming of a range of viewpoints</i> ✓ Respectful- <i>Non-judgemental, courteous, and considerate</i> ✓ Committed- <i>Dedicated, enthusiastic and willing to give time and effort</i> ✓ Innovative- <i>Flexible and able to adapt and be open to new ideas that will have positive impact</i> | <ul style="list-style-type: none"> ✓ Everyone in the community is an asset and able to contribute, give and share ✓ We are inclusive, welcoming, and open to all ✓ We are collaborative and committed to working together with a positive attitude ✓ We are dynamic and responsive to Lewisham’s communities’ needs and willing to innovate ✓ We value the diversity of Lewisham’s communities and are committed to proactively representing Lewisham’s diversity in our Staff, Trustees and projects |

Membership:

Membership of the Steering Group will comprise of Good Food Lewisham staff, and members drawn from local community organisations, relevant local authority representatives, businesses and residents committed to the development of Good Food Lewisham.

Members will be selected based on their skills, knowledge and experience that will contribute to the development of Good Food Lewisham. Its membership will include organisations representing GFL’s priorities and residents whose voice is seldom heard. The Committee will have between 8-16 members in total. If there are dormant members, this needs to be addressed so more active members can take their place.

Membership of the Steering Group entails:

- Interest in and commitment to furthering the aims of Good Food Lewisham

- Attending Good Food Lewisham Steering Group and, where possible, wider network meetings
- Developing and delivering a Good Food Lewisham Action Plan in consultation with and on behalf of the network
- Using knowledge or experience to help the group reach sound decisions
- Participating in working groups and taking personal ownership of the delivery of the actions
- Identifying gaps in knowledge in network and steering group
- Helping to engender action through their ability to influence actions within their own organisations, communities and environments and linking with other relevant strategic partnerships across the borough
- Declaring interest – not working to own agenda but that of the group

Accountability:

The Steering Group will report to the Lewisham Obesity Alliance Steering Committee and Lewisham Local Board of Trustees where appropriate.

Chair:

Good Food Lewisham Steering Group meetings will be led by a Chair who will be selected by the wider SG for a maximum of three year term or with the option of a yearly rotation.

The role of the chair includes:

- Provide leadership and direction to the GFL Steering Group
- Ensure the Steering Group fulfil their responsibilities for the overall governance and strategic direction of the Good Food Lewisham Programme and work effectively as a team
- Chair and facilitate meetings
- Represent Good Food Lewisham as a spokesperson at appropriate events, meetings or functions (where possible)
- Nurture and develop relationships with external partners and local stakeholders

Frequency of SG Meetings:

The meetings will take place on a quarterly basis. Members must attend at least 2 out of 4 meetings in order to maintain their membership.

Secretariat:

The Steering Group will be supported by Lewisham Local who host Good Food Lewisham via the Food Partnership Coordinator.

This support will include:

- Organising Meetings
- Taking notes and action points
- Taking forward agreed work plans
- Providing reports and key data requested by the SG including from Working Groups
- Ensuring that members can take a full part in the work of the SG

