DTb theme group name - Community

Type

Standing group

Purpose

The community theme group exists to manage the DTb’s interactions with other groups and organisations and the communities we are a part of and those we serve, in furtherance of objects i, ii and v as set out in the constitution of the Dons Trust:

*i. to strengthen the bonds between the Club and the community which it serves and to represent*

*the interests of the community in the running of the Club*

*ii. to benefit present and future members of the community served by the Club by promoting*

*encouraging and furthering the game of football as a recreational facility, sporting activity and*

*focus for community involvement;*

*v. to further the development of the game of football nationally and internationally and the*

*upholding of its rules.*

Scope

* To maintain the positive established existing relationships and foundations formed for the overall benefit of the fans, members and our communities as we continue to grow.
* To play a full and active part in organisations the Dons Trust is a member of
* To ensure that as a board we are utilising the resources available optimally to achieve this in a sustainable manner with and support the club and foundation with this work in line with the values of the members represented by the DTB.

This work will emphasise not only existing relationships but exploring and developing new connections with other organisations.

The aims of the group relating to community engagement:

* To ensure members values and opinions are considered and represented as part of community engagement activity
* To support and liaise with the club and foundation in maintaining current relationships in our communities and developing connections that benefit the overall strategy in a sustainable manner
* To encourage and support engaging with a diverse range of appropriate organisations that share a similar community-led ethos
* To liaise with the club and foundation on fund raising initiatives to ensure these are realistic, manageable and appropriate

Authority

The community theme group has the authority to manage its workload in support of the annual plan as approved by the DTb and will make recommendations to the DTb on any proposals outside the annual plan.

All DTb members are actively encouraged to support on community engagement projects and have a responsibility to report back to the community theme group their ideas before committing to any formal connection with a new organisation so this can be considered by the community and culture groups and proposed to the board.

A shared agreement on the board will be made following any successful proposals such as project initiatives, new club/foundation/DTB connection with an organisation to consider a review process and create short-term goals on what we set out to achieve and how we will monitor the efficacy and capture the impact.

When proposals are discussed any potential risks, benefits, logistical considerations will be thoroughly considered and a review date agreed.

Membership

There should normally be a minimum of three DTb members in the group, ideally four.

The DTb members of the group will be appointed by the DTb based on their interest in the group and also their skills sets.

The chair of the group will be chosen by the DTb members of the group from among their number.

The group may propose additional members, from outside the DTb but within the wider membership, to add skills, experience and diversity and to improve inclusion across our communities. Additional members can be proposed by the group following an open recruitment process, and put to the wider DTb for confirmation.

Meeting arrangements

Will meet at least once a month, online and / or face-2-face (or hybrid) as chosen by members. Any papers or issues for submission must be shared no later than four days before the meeting, making clear any decisions/actions required. Meetings must be minuted and minutes agreed by group members at the following meeting.

Reporting

The group will report on a monthly basis to the DTb. This report will include minutes of any meetings and any other papers.

Resources and budget

The group will produce annual plans and budgets which will be submitted to the DTb for discussion and approval.

The group will manage the Dons Trust Diversity and Inclusion group

Deliverables

Annual plan and budget

Review

These ToR were agreed by the group on --------------------------------------------------------------

And then approved by the DTb 0n ----------------------------------------------------------------------

The ToR will be reviewed annually. The next review date will be [1 October 2023]

Terms of Reference are not forever! Requirements or other circumstances can change over time and it will be necessary to periodically review the ToR of your *DTb theme group*.    
It's best practice to schedule a ToR review at least once a year to make sure you are still on track! (E.g. make a habit to add this to the agenda of the first meeting of each year)

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