

# Bristol Commission on Race Equality (CORE) Terms of Reference (draft)

## 1. Introduction:

Bristol is a city where racial and ethnic disparities prevail.

*“Ethnic minorities in Bristol experience greater disadvantage than in England and Wales as a whole in education and employment and this is particularly so for Black African people” (Runnymede 2017)*

The lived experience and chances for BAME people in Bristol differs significantly and detrimentally from those of white people. CORE recognises the divergent experiences of different BAME groups and factors of intersectionality.

In education, employment, leadership, health, housing, justice and policing BAME people experience significant inequalities. For example, Black people are over 6 times more likely to be stopped and searched by the police (Avon and Somerset Police 2016/17). This is an increase on the preceding year.

## 2. Purpose:

The Bristol Mayoral Commission on Race Equality was set up in January 2018 to help address the systemic discrimination and disadvantages experienced by members of its community because of their race or ethnicity.

*The Commission has a ‘vision for a city where BAME people are valued and empowered to fulfil their potential’.*

## 3. Objectives:

The objectives of the Race Equality Commission are to;

- 3.1 Operate at the heart of Bristol's communities and institutions to advance and prioritise race equality to achieve an inclusive, cohesive, thriving and representative city.
- 3.2 Influence City, sub-regional and regional leaders which have significant influence on Bristol, particularly in the development of policy and strategy practices and the allocation of resources.
- 3.3 Uphold the Bristol Race Equality manifesto objectives in providing challenge to public, private or voluntary sector organisations through scrutiny processes and profiles.
- 3.4 Report on progress on race equality and the general impact of inequality and discrimination on the BAME communities of Bristol.

## 4. Function:

- 4.1 Increase the power, representation and influence of BAME people in the City and work collaboratively with partners to effect change, where necessary, across the region and sub-region.
- 4.2 Ensure the effective engagement of BAME communities in the life of the City.

- 4.3 Provide challenge to public, private and voluntary institutions and organisations in relation to race equality.
- 4.4 Engaging with policy and strategy developers to inform processes to ensure that race equality is embedded into planning, delivery and outcomes.
- 4.5 Engaging with organisations and institutions (regardless of their geographical coverage) whose operations impact directly on the BAME communities of Bristol.
- 4.6 Providing independent scrutiny, including through collaboration with, for example, The Bristol Strategic Race Equality Leaders Group, Learning City Partnership, One City Partnership Boards, HR Race Strategic Leaders Group, Bristol Equality Charter Network.
- 4.7 Progressing a strategic action plan to be reviewed annually.

## **5. Operating principles:**

CORE is made up of commissioners with insight and interest in race, ethnicity and Human Rights and who have the ability, experience, opportunity and power to make changes in their sector, industry and institutions or organisations.

## **6. Partnership:**

CORE will work collaboratively with a wide range of organisations (including equalities groups) to help address its key objectives.

## **7. Membership:**

The Commission on Race Equality will have no more than twelve members and will consist of;

1. The Mayor of Bristol or a duly appointed representative of the Mayor's Office.
2. **Voting members:** appointed by an agreed selection process.
3. **Co-opted (non-voting) members:** nominated or invited to work with CORE and selected by agreement of Commissioners via majority vote, on the basis of skills, knowledge, expertise and representation.

## **Frequency:**

Commission meetings to take place every two months.

## **Quorum:**

Commission will be quorate at 50%+1 of the total voting members.

## **Task Groups:**

**The initial focus of the Commission's work will be supported by three task groups:**

1. Education and Skills
2. Criminal Justice
3. Leadership and Representation.

However, the interest of the Commission is wider than these three areas and include employment and economic inclusion, health and wellbeing, home and communities.

Task group meetings to take place in between Commission meetings, and provide regular updates to the Commission.

**Secretariat Support:**

The Commission's administration will be facilitated by Bristol City Council during financial year 19/20 and will be reviewed annually.

**Funding:  
2019/2020**

£5,000 is provided to CORE by Bristol City Council annually, on the understanding the Commission secures match funding in kind/ financial to progress their aims and objectives

**Governance:**

The Commission will report on progress to Bristol City Council's Full Council annually

**Chair and Vice Chair**

**Chair:**

The Chair will oversee the activities of the Task Groups and strategic activities associated with tackling discrimination and disadvantage faced by BAME people in Bristol. Chair Commission meetings, and promote the work of the Commission.

**Vice Chair role:**

The Vice Chair will assist the chair in their daily duties and will deputise in the absence of the Chair. The post-holder will be mentored by the Chair (if appropriate) and will have the insight and focus into the needs and assets of BAME communities.

**Task Group Chair role:**

Task group Chairs will co-ordinate the activities of the task group including awareness raising activities, progress the Commission's action plans, and will report back to the Commission at least once a year on progress.

**Election of Chair and Vice Chair:**

The election of Chair and Vice Chair to take place every three years. To be eligible for nomination for Chair and Vice Chair roles the nominees must already be member of CORE and should be proposed and seconded by group members.

**Communication protocol:**

Matters arising and relevant information will be communicated to the CORE's support officers in good time for meetings. Task groups should use agreed identity and logos of commission.

**Knowledge Management:**

Commission members will use SharePoint – (other options are available) - to share information in a timely fashion.

**Budgets:****Budget spend is a key decision.**

The Commission will agree budget spend at the beginning of each financial year for projects and programmes and will be agreed by consensus. Budgets will be held and monitored centrally.

CORE's decisions will be based on a majority vote where there is no consensus. Where there is an equal division of votes the Chair will have a deciding vote.

**ToR Review:**

ToR will be reviewed every three years.