

SCOTLAND FUNDERS' FORUM

Terms of reference

Aim

1. The Scotland Funders' Forum is a gathering of funders in Scotland who are committed to best practice in funding and to maximising the impact of funding for the benefit of Scotland. We come together to share information, to identify and address areas of common interest and to share best practice and learning.

Objectives

2. The objectives of the Forum will be:
 - Promoting good and effective funding practice and sharing learning about funding practice
 - Sharing learning about “what works”, “what doesn't work” and why
 - Sharing information and learning about evidence of need for funding
 - Providing opportunities to discuss and debate policy developments in Scotland that impact on funders and the organisations they fund
 - Providing opportunities for funders to collaborate and network with each other.

Members

3. Membership of the Forum is open to any organisation that has, as a major part of its remit, the role to distribute funding in Scotland and which has a base in Scotland.
4. All Members must be committed to good practice in funding.
5. Members can be represented at meetings by any member of their staff but this will normally be a senior officer.
6. A senior member of staff of the Scottish Council for Voluntary Organisations can attend Forum meetings as an observer.

Principles

7. Independence: the Forum recognises the different funding roles and remits of its members and acknowledges their independence. The Forum's work will not compromise the independence of its members. Each funder will continue to make its own decisions about how it directs its funding.
8. Openness: Forum members are committed to openness and transparency in all aspects of our work.
9. Non-political: the Forum is non-political and does not have a campaigning role. While the forum may on occasion wish to seek to develop a collective view on policy issues it has not set this as an explicit aspiration.

10. Balance: the Forum will not be dominated by any one sector.
11. Added value: the Forum will not duplicate work already undertaken by other organisations or networks.
12. Equality: Forum members are committed to equality of opportunity in all aspects of our work.

Practice

13. The Forum meets up to four times a year.
14. The Convenor of the Forum is elected on an annual basis by the members present to chair meetings.
15. The Forum should arrange for a secretariat to issue agendas and papers for meetings, take minutes, hold a central copy of all minutes and papers, follow up action points from meetings, and hold the database of members.
16. The Forum can set up working groups on specific issues from amongst the membership.
17. Following its first year of operation, the Forum will conduct a review of activities, membership and operational practice.