

# Terms of Reference: TVNP Governance Working Group

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Tees Valley Nature Partnership vision: More Nature for More People Across the Tees Valley

### 1. Introduction and context:

The Working Groups come under the umbrella of the Tees Valley Nature Partnership which is governed by a steering group. Please refer to our [group page](#) for more information.

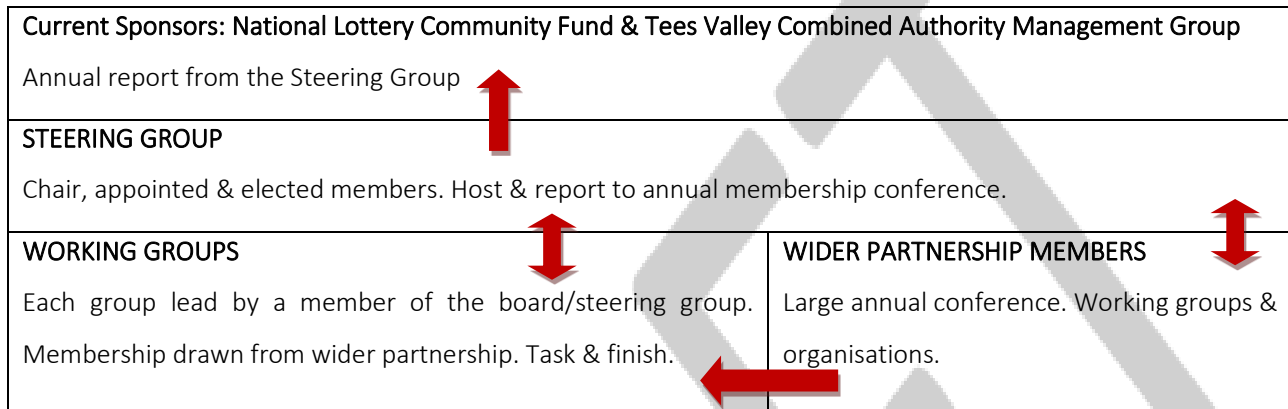


Figure 1: Conceptual Structure of the Partnership

#### 1.1 TVNP steering group

The Steering Group comprises of no more than 18 members, one member from each of the Tees Valley local authorities and then representatives who have multiple interests. Current membership of the Steering Group is published on the TVNP [website](#). The terms of reference for the Steering Group are appended [here](#).

#### 1.2 TVNP Working groups

Membership of the working groups is drawn from the full partnership with a minimum of one Steering Group representative. Each group will be supported by either the Nature Partnership Manager or Nature Partnership Officer. Feedback will be given by each Chair at each Steering Group meeting.

Each working group has its own terms of reference that relate to the full partnership terms of reference. The number and remit of these groups adapt to meet the developing needs of the partnership. The 2019-2022 TVNP Business Plan identified the following groups:

THEME 1: NATURAL ASSETS	Natural Assets Working Group
	Environmental Policy Working Group
	Mapping Working Group
THEME 2: NATURAL GROWTH	Natural Capital Working Group
THEME 3: NATURAL HEALTH & WELLBEING	Public Health Working Group
	Engagement Working Group
THEME 4: GOVERNANCE LEADERSHIP & MANAGEMENT	Partnership Financing Working Group
	Tees Nature Conference Planning Group
	Governance Projects Working Group

Figure 2: 2019-2022 Working Groups

### 1.3 Processes and Procedures

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- Operate in an open, responsive, and accountable manner that always adheres to high standards of ethics and governance in public life.
- Provide Governance input into the key decisions of the Steering Group relating to vision, Governance objectives and delivery plans.
- The Working Group meets quarterly on the second Wednesday of the month This is supplemented by email and telephone communication between these dates.
- Monitor, review, and evaluate performance. Work within the TVNP Social Learning Framework. Contribute to the annual report.
- Meetings minutes are taken and, where appropriate, action points identified with the individuals or groups responsible shown. These are posted on the TVNP website.
- A Chair is appointed from within the group on an annual basis. Secretariat provided by Nature Partnership staff within the host organisation.
- These terms of reference are reviewed annually.
- This group and all the other working groups are accountable to the Steering Group, the details of the Steering Groups accountability are in the Steering Group Terms of Reference.

## 2. Governance Group

### 2.1 Remit of the Tees Nature Governance Group

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The Governance Group is made up of steering group members representing the Partnership's members and support groups. It exists to ensure the efficacy of the partnership, ensure the partnership is working within its four themes, and is accountable for key priorities.

The group will act as a forum for partners to exchange ideas on the proper management and direction of the partnership. Through reporting back to the Steering Group, this group will ensure that the partnership is accountable to and steered by its member organisations and Steering Group.

This is an advisory group that solely focuses on TVNP structure and workings of TVNP. This group will:

- Provide an assessment of the risks to the partnership and recommend mitigation measures.
- Oversee management and administration
- Horizon scanning - where do we want to be in 10 years' time?
- This group does not look at the products of TVNP that is the responsibility of the other working groups and the steering group

2.1.1 Actions identified in the TVNP Business Plan 2019 -2022 – direct responsibility.

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**Activity 8.2:** Set up other working groups to assist delivery of the business plan.

2.1.2 Actions identified in the TVNP Business Plan 2019 -2022 – significant input.

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**Action 7.1:** Explore alternative income streams for the partnership such as new approaches to fundraising, trading or other income-generating activities.

2.2 Membership of the Governance Projects Working Group

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- **Chair:** Timothy Crawshaw, TVNP Chair
- **Graeme Hull** Environment Agency
- **Jeremy Garside** Tees Valley Wildlife Trust
- **Rachel Murtagh** TVNP Manager
- **Paul Clarke** Middlesbrough Borough Council
- **Secretariat:** Louise Richards

The group is open to new members. Interested parties can contact TVNP staff for further details:  
[TVNP@teeswildlife.org](mailto:TVNP@teeswildlife.org).