

**Edinburgh Chamber of Commerce  
Inspiring Communities Group**

**Terms of Reference  
Updated January 2019**

**Purpose:**

An Inspiring Group consisting of a cross section of businesses, third sector and public sector organisations who will contribute to the Chamber's ambition to build a strong, safe and settled socially just Capital City where resilient, sustainable and inclusive communities are nurtured and where business can thrive and contribute to a growing economy rooted in strong local communities. The group will:

- explore how the business and third sectors can best understand each other's purpose and ambitions and find the common ground between them.
- move the relationship between business and charity from dependency on business sector's benevolence to one where there is a sense of equal partnership, parity of esteem and common cause.
- understand the inherent tensions partners on this journey of cultural change will experience and to turn them into opportunities.

**Constituent Groups:**

The group will be made up of representatives from each of the following sectors:

- Businesses from the range of sectors who make up our membership
- Third & Voluntary Sector Organisations
- Public Sector

In line with the Edinburgh Chamber of Commerce Constitution, the Group will be Chaired by a member of the Edinburgh Chamber of Commerce Council.

**Notes:**

- 'Chatham House Rules' will apply in discussion groups, though members should be aware that some actions and outcomes of the Group's work (e.g. events/achievements) may be shared with Chamber members to inform them on our work on this issue.
- Meetings will be held bi-monthly to keep momentum and ensure maximum engagement.
- Meeting arrangements and logistics will be managed by Chamber staff, in consultation with the Chair. Where possible and practical, meetings will be held at member premises on a rotational basis.
- Minutes and actions will be issued by Chamber staff after each meeting.
- Membership of the Group is exclusive to Edinburgh Chamber of Commerce members. Only one representative per organisation will be permitted to join.
- When a prospective member is identified, a call will be arranged with the Inspiring Communities Group Chair to introduce the concept of the group and discuss its' work. The member will then be approved to join and added to the circulation list, invited to meetings etc.
- At least 5 members of the Group should be present at each meeting to constitute a quorum.