

1. Introduction

The N&SCN facilitates and enables a constructive relationship between the VCSE, public and private bodies.

The Network will provide an opportunity for organisations from across the VCSE sector to develop a united voice and ensure that issues that are important to them are brought to the attention of the appropriate bodies/organisations and vice versa, always acknowledging that a diversity of views may exist. It will also provide a space for representatives of voluntary and community organisations throughout the District to meet and exchange information, ideas and good practice.

It provides an opportunity for NSDC and the CCG to share and involve key VCSE organisations in its policy decisions, service planning and council / CCG consultations on areas of work that potentially have an impact on the local VCSE.

2. Aims

To provide a space for representatives from organisations with a common purpose to come together to share information, learn from best practice, receive updates on current agendas and influence policy/decision makers.

To help the Council / CCG in its decision making on matters that affect local VCSE and those that live, work and/or visit the District

To ensure that VCSE nominated representatives on key strategic partnership bodies are active and effective and linkages and opportunities are made for the benefit of the District

To promote a positive attitude to the VCSE

3. Objectives

Co-ordination - To develop a co-ordinated and transparent approach to work to support the VCSE in the District; maximising resources and avoiding duplication

Engagement - Work to strengthen engagement between the Statutory & Business sector and VCSE and to support smaller organisations

Involvement - Work to strengthen involvement of the VCSE in evaluating and planning local services and to support consultation on strategies and key policy documents with regards to their relevance to the VCSE

Information - To share information about VCSE developments enabling good practice surrounding VCSE issues to be developed and shared

Leadership – To lead partnership working with the VCSE; co-ordinating joint working opportunities such as funding bids, volunteering & best practice

Representation – To enable representation of the VCSE at a strategic level within for example the Local Authority/CCG. To provide a body to facilitate transfer of information to and from the wider VCSE

4. Activities

The following list is not exhaustive:

Identify and encourage strategic bodies and planning groups to engage with the Network

Promote and champion the Network

Increase awareness of the benefits of volunteering across all sectors and throughout the District

Provide Network members with the opportunity to network and share good practice

Identify joint funding opportunities and submit bids

Organise and hold joint events e.g. Volunteer recruitment fair, Business Networking event

Create on line forum

Create single point of contact for volunteer recruitment

Promote the range of services offered by VCSE

Support public bodies to understand sustainability issues faced by the VCSE

Commission and take part in research of relevance to the VCSE

Membership

Is free and open to VCSE, Statutory & Business organisations that operate within Newark & Sherwood District

5. Frequency of meetings

The Network will meet at least 6 times a year. An online discussion board will be used so members can communicate between meetings.

Other sub-groups will be set up and meet as and when is required

6. Responsibilities

A commitment to represent the views of the community you are there to represent, putting aside personal or organisational bias where necessary as well as reflecting the broader view of the sector as well as your own organisation's view

- To be involved in gathering and sharing information on issues that impact on member organisations
- Reporting and feeding back information to the sector from the meetings
- To ensure that the values of diversity and equality are incorporated into the work of the partnership
- To use the opportunity to work with the statutory & business sector to exchange skills, ideas and experience
- To respect any confidentiality which arises during meetings and other people's view points

- Being confident to voice alternative viewpoints to statutory partners

7. Duties of the Chair

Serve for one year (can be re-elected) The first Chair shall be a staff member of N&SCVS

Agree agendas for Network meetings

Ensure every member of the Network shall have equal opportunities to influence discussions and decision making

8. Meeting notes

Agreed by Network members present and signed off at the following Network meeting

9. Administration

N&SCVS' Admin Officer will provide administrative support to the Network, which may include: Organising meetings in conjunction with the Chair - Liaising with members and Chair to draw up agendas for meetings - Keeping appropriate records Minutes of meetings will be taken by group members in rotation

10. Conflicts of Interest

Network members are to ensure they declare to the Network at the beginning of each meeting whether they have a personal interest in any issue under discussion at Network meetings. Having so declared the member will not take any part in any decision-making on that issue

11. Alterations to the Terms of Reference

Terms of Reference will be reviewed & agreed annually.

Agreed 11th February 2019

Signatories:

See attendance of meeting 11th February 2019.