

VOLUNTARY SECTOR PARTNERSHIP

TERMS OF REFERENCE

PURPOSE

The purpose of the Voluntary Sector Partnership is to

- Improve partnership working between the voluntary, community and not for profit social enterprise sector (the sector) and the Council.
- Strengthen the relationship between the sector and the council
- Improve communication between the sector and the Council
- Influence council policies, procedures or programmes that may affect the relationship between the sector and the council
- Increase opportunities for residents to engage in volunteering and community action
- Increase the sector's delivery of public services

The partnership working between the Council and the sector will help achieve the following outcomes:-

- Strong diverse and independent communities
- Effective and transparent design and development of policies, programmes and public services
- Responsive and high quality programmes and services
- Clear arrangements for managing changes to programmes and services

OBJECTIVES

- To enable sector and the Council to raise issues affecting their relationship and to identify appropriate actions and solutions.
- To provide the sector and the Council with the opportunity to promote examples of good practise which could be adopted by the Council and/or the sector.
- To identify matters for joint consideration by the Council and the sector.

MEMBERSHIP

- Membership is open to any voluntary, community and not for profit social enterprise/company operating within the borough of Rochdale. Every effort will be taken to ensure that the membership reflects a broad range of interests in the sector, in particular input from each township and from key sectors e.g older people, BME communities (including new and emerging communities), disability, LGBT, mental health etc.
- The party leaders (or substitutes) and other nominated representatives and any other elected members who specifically express an interest in attending.

OTHER ATTENDEES

- Officers as appropriate for specific issues.
- Individuals from other agencies as requested by the Partnership.
- After Annual Council, all Members of Council be invited to be on the distribution list. These Members be invited to attend each meeting.
- Relevant Cabinet Members.

PRACTICAL ISSUES

- The Partnership will meet 4 times per year
- The Chair and Vice-Chair should be appointed at the first meeting of the Partnership after Annual Council (usually July). It is suggested that both the Council and Sector be appointed as either Chair or Vice-Chair. If there is no Chair present, the Vice-Chair will

Chair the meeting, in the absence of the Vice Chair the Committee Services Officer should open the meeting and request the Partnership to appoint a temporary Chair.

- Approximately one month prior to each meeting, agenda items and reports will be sought from both the Council and the sector by the Committee Services Officer who administers the meetings.
- The agenda be sent out approximately 1 week prior to the meeting.
- These terms of reference will be reconsidered as and when necessary
- The Voluntary Sector Partnership will focus on strategic issues affecting the relationship between the sector and the Council and on practical issues such as funding, quality and capacity of the sector.
- Voluntary, community and not for profit company organisations may request items for inclusion on the agenda through the committee services manager, chairperson or vice chairperson
- Committee Services will aim to send out the minutes of the meeting within two weeks to allow members to report back to their groups.