

East Riding Voluntary Community and Social Enterprise Network

Terms of Reference

1. Aim

- 1.1 To develop the Voluntary Community and Social Enterprise (VCSE) sector and its partnerships within the East Riding of Yorkshire.

2. Purpose

- 2.1 To provide a single point in which the VCSE can meet with each other and relevant public and private sector partners in the interest of all beneficiaries¹

3. Objectives

- 3.1 To build effective, communication mechanisms between VCSE organisations and the public and private sector
- 3.2 To share information of interest across all services supporting people living in the East Riding
- 3.3 To create opportunities through new and existing mechanisms for the VCSE sector to engage in local and national strategies of relevance
- 3.4 To create opportunities for further collaboration to increase the capacity of local services to meet the needs of all beneficiaries

4. East Riding VCSE Membership

- 4.1 Full membership shall be open to any VCSE organisation/group whose beneficiaries live, work or visit the East Riding. Full members will have one vote per organisation in decision making
- 4.2 VCSE organisation/group to register on www.vcse.uk to support communications as well as identify VCSE services within a locality.
- 4.3 Registered VCSE members eligible to nominate themselves for Collaborative Board Membership each year.
- 4.4 Associate membership shall be open to any public or private sector organisation/group whose beneficiaries live, work or visit the East Riding. Associate members have no formal voting rights in decision making

5. East Riding VCSE Collaborative Board

- 5.1 ICB Collaborative East Riding representative to support appointment of the board alongside invited impartial VCSE Network Members.
 - 5.2 Board appointments to be shared with all Network Members for final approval during a scheduled VCSE Network Meeting
 - 5.3 Board Structure to reflect place and local priorities, with no more than six members and one Chairperson.
 - 5.4 Applicants must submit expression of interest form and if shortlisted attend an interview with the appointment panel.
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5.5 Board positions are for one year but can stand for reappointment.

5.6 Chairperson to be appointed via ICB VCSE Collaborative.

6. Chair and note-taker

6.1 A nominated Collaborative Board member will support the role of Chair during VCSE Network Meetings.

6.2 East Riding VCSE Collaborative Chairperson to facilitate administration and membership support. This includes minute taking, communicating updates and opportunities as well as supporting membership registration and development.

7. Quorum and decision making

7.1 The Group will establish working relationships with other appropriate groups and bodies where identified

8. Review

8.1 This Group’s Terms of Reference will be reviewed in October 2019 in the first instance and every two years thereafter.

¹ For the purpose of these Terms of Reference, beneficiaries also means clients, service users, customers, residents, general public

East Riding VCSE

Collaboration Board and Network Structure

