

## **Terms of Reference for the Northumberland VCS Consortium**

### **Purpose**

To act in the best interests of Northumberland's voluntary and community sector and its beneficiaries/users.

In doing so it will endeavour to:

- i) engage with public bodies on the sector's behalf to promote its interests.
- ii) oversee funding regimes in a fair and open manner in the interests of the sector as a whole.
- iii) identify investment priorities to establish healthy and sustainable levels of support capacity for the VCS.
- iv) ensure that the network of VCS groups and organisations is kept informed of local & central government policies & initiatives affecting their work.

### **Name**

The Northumberland VCS Consortium

### **Membership**

The Consortium will determine its membership from voluntary and community organisations which operate in Northumberland together with representatives of public and statutory bodies as adviser/observers. In due course and at a pace determined by the Consortium, a county-wide VCS Network will nominate and elect members of the Consortium in such a way as to ensure there is broad representation of both sectorial and target group interests.

### **Meetings**

The Consortium will meet on a regular basis, not less than four times a year. A chairperson will be elected and secretariat duties will be the responsibility of the Sector Development Officer.

When voting takes place this will be restricted to one vote per organisation.

In the event of a member not being able to attend, substitutes may be identified from the same organisation. Substitutes must carry the same authority within the organisation as the person they are substituting.

The quorum for the meeting will be eight members from different organisations with the majority being VCS organisations.

In the event of a tie vote the Chair will have the casting vote.

### **Steering/working groups and Panels**

Members of these groups can be appointed by the Chair or by the Consortium and will be accountable to the Consortium.

**Conflict resolution and mediation**

In the first instance the problem will be addressed informally. If this is unsuccessful the Chair will set up a process to mediate between the disputing parties. Any difficulties members have arising from the operation of the Consortium should be referred in the first instance to the Chair.

**Emergency meetings and Dissolution**

An emergency meeting will be held not later than one month after the receipt by the Chair of a written demand from at least eight members from different organisations with the majority being VCS organisations.

In order to dissolve the Consortium an emergency meeting will be called at which the reasons for dissolution will be explained.