

# Voluntary Sector Liaison Committee

## TERMS OF REFERENCE

### 1. Aims

The purpose of the Pwyllgor Cyswllt is to structure and focus the relationship between the local authority, the NHS and the third sector on the Isle of Anglesey. The Pwyllgor will:

- 1.1 Develop, implement, monitor and review the Compact
- 1.2 Produce a Compact Action Plan which sets out objectives and targets
- 1.3 Monitor and review the Action Plan on an annual basis
- 1.4 Ensure the development of the Codes of Practice identified in the Compact
- 1.5 Ensure the codes of practice are implemented and monitor their effectiveness
- 1.6 Provide a forum for exploring issues of mutual concern
- 1.7 Report on progress to the Executive Committee of the Isle of Anglesey County Council, the third sector on Anglesey through Medrwn Môn and the Local Service Board
- 1.8 Report to accountable local statutory bodies and Medrwn Môn by submitting an annual report on progress

### 2. Membership

#### IACC

5

#### NHS

1

#### Third Sector

5 elected representatives

#### Observer

Representative of North Wales Police Police and Crime Commissioner

#### Alternates

Deputisation is acceptable with the agreement of the Chair

### 3. Quorum

The quorum is at least two representatives from Anglesey County Council and two from the Voluntary Sector.

If a meeting is inquorate, the meeting will be reconvened within 28 days. If then, the meeting is still not quorate the meeting would proceed as if a quorum was present.

#### **4. Declarations of Interest**

All members of the Board must declare any interest relating to a particular agenda item and withdraw from the meeting while that item is under consideration.

#### **5. Chair and Secretariat**

The office of Chair of the Compact Board will alternate on an annual basis between a member of the three constituent organisations.

The Board will be jointly serviced by appointed officers of Medrwn Môn, the NHS and IOACC. Medrwn Môn will be responsible for servicing and supporting the third sector representatives.

#### **6. Frequency of Meetings**

The Board will determine its own schedule of meetings but the Group will usually meet on at least 4 occasions per year.

#### **7. Co-options**

The Board may make co-options as they think fit. Such co-options must have the full agreement of the members of the Board.

#### **8. Review**

The terms of reference and membership of the Board will be reviewed on an annual basis or more frequently if required.

### **APPENDIX**

#### **Schedule of Membership**

**IOACC**

**NHS**

**Third Sector**