



The Care Forum

The Care Forum/Voluntary Sector Rep Agreement Voluntary Sector Rep on the Corporate Parent Steering Group

The voluntary sector rep on the Corporate Parent Steering Group is elected by the South Gloucestershire Children & Young People’s Voluntary Sector Network which is made up of voluntary and community groups working in South Gloucestershire. The rep is accountable to the South Gloucestershire Children & Young People’s Voluntary Sector Network.

As Voluntary Sector Rep you agree to:

- Regularly attend the South Gloucestershire Children & Young People’s Voluntary Sector Network meeting, (held quarterly) so that you can listen to and consult with the voluntary sector and keep up to date with key issues and concerns;
- Regularly attend meetings of the Corporate Parent Steering Group and raise voluntary sector issues and concerns;
- Represent the views of the voluntary sector at the meetings and not lobby for your own organisation;
- Tell the South Gloucestershire Children & Young People’s Voluntary Sector Network and The Care Forum what has been happening at meetings. Email a short report of the meeting which will be sent out in the three weekly South Gloucestershire Children & Young People’s Voluntary Sector Network E-Bulletin. If you cannot make a network meeting you will send The Care Forum a short written report using the pro forma sheet provided;
- Send apologies if you cannot make a meeting and inform The Care Forum voluntary sector coordinator so that a substitute may be sent. A rep who misses three consecutive meetings may be deselected;
- Work within an anti discriminatory framework and equal opportunities perspective;
- Declare all voluntary sector interests and any professional or public interests (eg. if you are a local authority councillor) on an annual register of interests;
- Be bound by The Care Forum’s disciplinary code.

The Care Forum agrees to:

- Meet the rep for an initial induction session and be available for ongoing support as necessary;
- Provide a voluntary sector reps pack;
- Offer training for reps (where resources permit);
- Gather and distribute information provided by reps through its information systems to the wider voluntary sector.

Signed by: Louise Hudson on behalf of The Care Forum

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Signed by (rep): from (organisation)

Date: