

Newport Third Sector Partnership Terms of Reference April 2019

Purpose

The Third Sector Partnership (TSP) will:

- 1) Co-ordinate the engagement of the third sector with Newport's Well-being Plan and One Newport Public Services Board.
- 2) Support the implementation of the Newport Third Sector scheme.

The group will sit as a sub group of Newport's Public Services Board and the Chair of the TSP will be an invited partner on the PSB.

Responsibilities

- Facilitate the involvement of third sector organisations in delivering Newport's Well-being Plan
- Ensure appropriate mechanisms are in place to engage the diverse range of audiences within the voluntary and community sector e.g. young people, children, older people, ethnic minority groups, vulnerable groups.
- Facilitate contribution to consultation exercises and the work of the PSB.
- Ensure that the voice of the third sector is heard at the PSB
- Continuously review arrangements for Third Sector participation and representation in planning processes and identify areas for improvement.

Third Sector Partnership Membership

1. Gwent Association of Voluntary Organisations (GAVO) (2 representatives)
2. Third sector (intervention representation) - Individuals from the third sector will be elected to the group and act as the "voice" of the sector feeding in to the Well-being Plan interventions and delivery models (5 intervention representatives plus 3 additional representatives to be "the voice of the sector");

Well-being Plan Interventions

- The Newport Offer
- Strong Resilient Communities
- Right Skills
- Green and Safe Spaces
- Sustainable Travel

Third sector representatives on the Partnership will be elected by the Newport Third Sector Forum.

Third sector individuals wishing to be members of the Partnership will need to submit an "expression of interest" to the Third Sector Forum, they will need to be able to represent the wider third sector and identify a mechanism for doing this.

Third Sector intervention representatives will be expected to have knowledge of the field and be able to feedback on specific issues.

3. PSB Members – Members of the PSB may nominate a representative to attend meetings of the TSP if they so wish.

Meeting Arrangements and Frequency

Meetings will be held four times a year in line with the PSB timetable to ensure appropriate feedback to the PSB.

Meetings will normally be held at GAVO Offices, Ty Derwen, Newport.

Meeting administration will be managed and recorded by GAVO. These minutes will be circulated not less than ten working days prior to a meeting.

Reporting

The group will report on its progress to the Newport PSB and GAVO Local Committee and Newport Third Sector Forum.

Accountability

The group will remain accountable to Newport PSB, the Third Sector Forum, GAVO Executive Committee & Local Committee and GAVO membership (Newport)

Review Arrangements

These Terms of Reference will be reviewed and monitored annually.

Appendix 1: One Newport Partnership Structure

