

DEVON COMMUNITY LEARNING PARTNERSHIP

MEMBERSHIP

It is recognised that there are many groups, both formal and informal, that would wish to be part of the partnership. Membership is open to any organisation which aims to meet the learning needs of the community it represents. Organisations for whom this is their main business would normally become full members; others may prefer to be associate members.

COMMITMENT

- By signing up to this agreement members are showing a commitment to the partnership and achieving its key aims and objectives.
- This does not represent a partnership in law between the members and, by way of example, members are not liable for the debts or other obligations of other parties to the partnership.

SHARED VALUES AND PRINCIPLES

Members agree to work together guided by the following principles:

- Put the needs and interests of learners and potential learners first
- Focus on what we are trying to achieve rather than the process
- Foster openness, integrity, mutual respect, trust and understanding
- Help each other achieve our individual and joint objectives
- Respect the distinctive aspects of the voluntary, statutory and public sectors, notably through:
 - Recognition, by statutory and public organisations, of the independence of the voluntary/community sector organisations and their role to advocate and challenge on behalf of communities served
 - Recognition by the voluntary/community sector of the powers, obligations and duties of statutory and public sector organisations
 - Being accountable to each other for the undertakings included in any agreed Action Plans

- Taking prompt action to deal with problems/ conflicts
- Striving to learn from 'what works' and from each other, and embedding this in more effective practice
- Behaving in ways which promote equality, diversity and social inclusion

ROLES AND RESPONSIBILITIES

Full Members will:

- Provide a named representative for partnership communication and activities
- Participate in events that promote the work of the partnership
- Represent the partnership, from time to time, at local, regional and national events
- Represent the views of the communities they represent at partnership meetings
- Provide information to communities about the activities of the partnership
- Provide practical support to organisations in achieving the aims of the partnership
- Lead projects, as appropriate
- Encourage and influence the quality of provision by:
 - Ensuring that equalities and diversity are recognised and embedded through all activities
 - Providing safe learning environments
 - Promoting sustainability
 - Ensuring that provision of learning and skills related activity such as IAG meets the current needs and future priorities for all learners

Associate Members will:

- Receive information about Partnership activities
- Be invited to participate in projects, events etc as appropriate
- Provide information to other members about their activities
- Request support and involvement from the Partnership when they need it

ACCOUNTABILITY

- To the membership
- For specific projects accountability lies with the participating member organisations of the project

STRUCTURE

- An Executive Committee consisting of 9 members with representatives from voluntary sector, local authorities, FE, and HE, with LSC (or other funding body) in attendance
- Membership of the Executive will be for 3 years
- The Executive will elect a Chair annually, from among its number, and determine who should provide the Secretariat (until March 2010 this will be an officer appointed by Devon County Council)

FREQUENCY OF MEETINGS

- The Executive will meet three times a year, the full Membership at least once.

DECISION MAKING PROCESS

- A quorum for decisions in the Executive shall be five members; in the full membership it shall be 50% of members.
- While the partnership will aim for consensus, where this is not achieved a simple majority vote may be applied

RESOURCES

- There are no pooled resources
- Resources gained to support project work may only be used to support the specified project.
- Collaborative projects between partners will be funded in accordance with agreements made between the participating partners.

- Servicing costs are currently supplied by LSC until March 2010; members will seek to find alternative support thereafter

MONITORING AND REVIEW

- The partnership will produce annual work plans based on areas
- Performance against the work plans will be reported at each partnership meeting
- Individual projects will produce a final report