

Terms of Reference for Advocacy Network Pembrokeshire (ANP)

Mission Statement

'Advocacy is taking action to help people say what they want, secure their rights, represent their interests and obtain the services they need. Advocates & advocacy schemes work in partnership with the people they support and take their side. Advocacy promotes social inclusion, equality and social justice.'

Aim

To support and develop independent advocacy services in Pembrokeshire and to promote networking within the voluntary sector and with the statutory and private sectors.

Objectives:

- To encourage and enable networking and collaboration between advocacy providers and between the voluntary sector and statutory, independent and private sector partners.
- To make sure that people are aware of which advocacy services exist and how they might benefit from them.
- To be an initial contact point for people looking for advocacy and signpost to the most appropriate organisation. (Leaflets, website, referral guidelines to be developed).
- To develop and deliver joint training on relevant issues.
- To help member organisations adopt good practice standards for advocacy. (Using Advocacy Charter and Quality Standards for Advocacy Schemes developed by Action for Advocacy & WAG standards for Children's Advocacy Services).
- To raise understanding about advocacy amongst professionals, purchasers, carers and service users
- Building relationships with other networks in Wales and the UK to influence strategic decision making and keep local providers informed.
- Using network consultation to identify and move forward strategic issues that face service providers in Pembrokeshire and to ensure involvement in the planning of independent advocacy services in Pembrokeshire.

Membership

- Members to be representatives of organisations who provide independent advocacy services in Pembrokeshire, and meet, or are working towards meeting, the Quality Standards for Advocacy Schemes based on the Advocacy Charter.
- Associate membership may be conferred upon individuals or organisations working within the field of advocacy and deemed to strengthen the network. Associate membership will be decided by a vote from the network. Associate members will not have voting rights.
- The network may agree to invite individuals / groups to a meeting in relation to a specific issue / agenda item

Procedures

- The network will elect a chair at each meeting
- The network will initially be facilitated by PAVS (Minutes taken & distributed; standard agenda drawn up & distributed - agenda items to be submitted by the network members).
- Meetings will be held quarterly.
- Terms of Reference and Membership will be reviewed annually.

Decision Making

- The emphasis of the Advocacy Network Pembrokeshire will be on consensual decision making. However, there may be occasions when it is necessary to put matters to a vote. Where matters are put to a vote, a decision will be made by a simple majority show of hands of those entitled to vote.
- Voting rights will only be conferred on members after their first meeting (ie. they will have a vote from the second time they attend). The network is empowered to review, and if appropriate, withdraw voting rights of members failing to attend more than three meetings out of the last six.
- Each member shall have one vote, but in the case of an equality of votes the Chair of the meeting shall have a second or casting vote.
- All full members of the network shall have the right to exercise a vote by proxy if their voting intentions on a specific proposal are rendered in writing to PAVS.