



Your voice on local health and social care

Isle of Wight Stewardship Group

General Governance

The LINK Stewardship Group is an elected group of 15 people, who have agreed to help develop the LINK and its governance arrangements. The LINK Stewardship Group is committed to working in an inclusive way and will continuously improve its practice through ongoing consultation with the wider LINK.

LINK Stewardship Group members will not be expected to participate in pieces of work, they will develop and use a decision making process to build up a LINK work plan based on the needs of the local community. All members agree to abide by the Code of Conduct and sign up to the Nolan Principles of Public Life. All members of the SG are equal members with no special privileges afforded any member due to their position on sub-groups, or chair/vice chair etc.

Frequency of Stewardship Group meetings

To be held monthly

Reporting

All decisions made by the Group will be made public through means identified by the Stewardship Group (cost permitting).

The Host organisation will provide support for reporting.

Term of Office

Stewardship Group members are to be elected for a 24 month term, commencing 1st April of that year. For the inaugural year, half the SG (7) will either voluntarily, or through a vote, stand for re-election through the self-nominating election process with other LINK participants also being able to self-nominate themselves, or resign for the period ending 31st March.

If 7 SG members are not identified voluntarily, all SG members will be required to undergo a random draw to identify who will need to stand for re-election. The election process will take place between January and March.

The following 8 SG members will stand for re-election (or resign if preferred) the following year.

A small committee of at least four stewardship group members will be formed to consider how vacancies to the Stewardship Group will be managed as those vacancies arise.

Election of Chair / Vice Chair

The election to these positions will take place on a yearly basis, with individuals self-nominating themselves for these positions. If the vote is a tie, the wider SG must decide how to reach a final decision. The chairperson will become vice-chairperson after 6 months, and the vice-chair of the first 6 months will then become the chairperson.

Vote of no confidence

At any point any LINK member can declare a vote of no confidence in the chair or vice chair. A majority vote will be required to remove this individual from that position. A follow-up vote will be required to remove the individual from the Stewardship Group.

At any point any LINK member can declare a vote of no confidence in any other SG member. A majority vote will be required to remove the individual from the Stewardship Group.

Consultation

Public consultation of governance documents will take place over 2 months, with consultation methods being agreed by the Communications subgroup. During this period the SG will continue to use the governance documents as agreed by them, and this will also form part of the practical consultation.

Conflict of Interest

If there is a conflict of interest between an individual and an issue brought forward to the LINK, that individual is not permitted to be involved in the decision-making process.

Quorate

Decisions during the Stewardship Group meetings will be reached following a majority decision. A quorum of 5 Stewardship Group members is required.

Communications

A Communications subgroup will look at all communications required relating to the Stewardship Group and make decisions based on a majority vote of this group. Should spokespersons be required for TV or radio at least 2 SG members should be in attendance and to include the most appropriate person for that audience (for example, a younger person for young person's issues etc).

Safe working

There must be a minimum of two SG members in attendance when attending events on behalf of the Stewardship Group. All SG members will have a photo ID badge with a date of issue and date of expiry.

Internal monitoring of the Stewardship group (adherence to code of conduct and Nolan Principles)

This will take place via the resolution of complaints procedure.

Public attendance at LINK meetings

Each quarter the Stewardship Group meetings will be open to the public in part. The SG members will agree a code of conduct of these meetings and the chairperson will clearly outline the conduct expected of members of the public.

Review of governance documents

All governance documents will be reviewed as and when according to necessity, but at least every two years.