



# North Tyneside LINK Board Recruitment January 2012

## 1. Board recruitment

- 1.1 Board vacancies will be advertised to LINK members through the LINK newsletter, the LINK website and at events for LINK members where possible.

## 2. Board members

- 2.1 The Board will consist of up to 15 individuals drawn from 3 categories:
- 6 individuals will be nominated from the constituency of VCS organisations that are members of the LINK and active in North Tyneside. These individuals will not serve as representatives of their organisation but will share the overall responsibility of the Board to all LINK members. In this section each organisation shall not nominate more than one Board member.
  - 6 individuals will be nominated from the constituency of individuals that are members of the LINK and live in North Tyneside
  - Up to 3 individuals can be co-opted to the Board to fill any gaps in representation from areas or hard to reach groups. Individuals will be Co-opted for a period of no more than two years and may be subject to the same interview process as other members.
  - The quorum required for decision making at this point shall be 6 members.

## 3. The Board appointment process

- 3.1 At the time of application potential Board members will be asked to declare their interest in any other VCS organisations.
- 3.2 Board members will be appointed by a selection panel of three members, including a LINK Board member who will chair the panel. The panel shall be advised by the LINK Manager who shall attend the panel but not be able to vote.
- 3.3 Potential Board members will be asked to complete an application form and demonstrate, in part by formal interview, that they have necessary competences, as agreed from time to time by the Board, to carry out the role. Potential Board members will be expected to demonstrate their understanding of the 7 principles of public life and demonstrate that they understand the need to be accountable to the wider community.
- 3.4 Successful applicants will be appointed as Board members for a three year period and shall not be eligible for re-appointment for a period of 12 months after they have left the Board. In order to achieve a steady turnover of Board members the following will apply for the first three years of the LINK:
- At the end of the first year of the permanent LINK Board lots will be drawn and one third of each constituency from the original Board members shall retire but be eligible for re-selection.

- At the end of the second year lots will be drawn again to establish a further third of the original members in each constituency who shall retire but not be eligible for re-selection for a period of 12 months.
- At the end of the third year the final one third of the original board shall retire but shall not be eligible for reselection for a period of 12 months. If there are insufficient members to make up one third, those longest in office will make up the third. The choice between any of equal service will be made by drawing lots.
- In subsequent years those members who have served three years shall retire and not be eligible for reselection for a period of 12 months. To maintain the required number of Board members, vacancies shall be open to appointment by a selection panel to each appropriate constituency and ratified by members at an annual public meeting of members.

3.5 The Board shall elect from their number, at their first meeting, a chair who will serve, subject to annual re-election, for a period of up to two years.

3.6 In the event of casual vacancies caused by withdrawal or resignation of a member for any reason the Board will make suitable arrangements to fill the vacancy from the appropriate constituency. The precise arrangements will depend on the time that the individual had left and may include a short term co-option from a suitable person drawn from the constituency.

3.7 Board appointments should be ratified at an annual public meeting of members arranged shortly after the publication of the annual report.

#### **4. Main functions of the Board**

4.1 The Board is responsible for developing a 'felt fair' but still effective governance structure for an organisation that aims to involve, and be accountable to:

- individuals
- organisations
- services users
- providers

4.2 The main functions of the Board are strategic rather than operational. Their main roles will be to:

- Review all of the issues that are raised with the LINK or the Host.
- Agree the workplan and budget of the Host
- Approve, commission, and sign off completed work, including performance management reports on the LINK and the Host, prior to publication
- Decide on use of LINK inspection powers
- Review and manage the relationships with other networks active in North Tyneside – aiming to create a co-operative rather than competitive relationship
- Promotion of the LINK by agreeing marketing and communication plans
- Contribute to the performance management of the Host by the Local Authority
- Ensure that equality and human rights principles are integral to the work of the LINK
- Ensure that the level of transparency in its operations that is required for real accountability is maintained

4.3 The Board will be supported by the Host who will provide secretariat and other services.

## **5. Review**

5.1 This policy will be reviewed January 2013.

**LINK Manager**  
**January 2012**