

**COUNTY CLARE VOCATIONAL EDUCATION
COMMITTEE**

LOCAL PARTNERSHIP CHARTER

2006 – 2008

CLARE VEC – LOCAL PARTNERSHIP CHARTER 2006 - 2008

	1. Preamble
	<ol style="list-style-type: none"> 1. Clare VEC recognises that major change in its Organisation requires the active participation and support of all staff. Any change introduced that is agreed by consensus for discussion at the local working group is considered relevant. This can be achieved through partnership within the Clare VEC and we recognise this is the preferred way to promote and achieve change in our Organisation. 2. In Clare VEC, Partnership is an active relationship between management and employees based on recognition of a common interest to secure the competitiveness, viability and prosperity of the VEC. 3. Clare VEC acknowledges its obligations to inform and consult employees on matters of importance to them and undertakes to do this through the established partnership structures 4. Partnership involves a continuous commitment by employees to improvement in quality and efficiency. Clare VEC accepts that its employees are stakeholders with rights and interests to be considered in the context of major decisions affecting their employment. 5. Partnership involves common ownership of the resolution of challenges, involving the direct participation of employees / representatives and an investment in their training, development and working environment. 6. Clare VEC commits to actively promoting partnership through our Local Working Group (L.W.G.), which will be made up of a balanced number of management and employee representatives.
	2. Composition
	<ol style="list-style-type: none"> 1. The Local Working Group will be made up of at least 4 and not more than 10 people 2. There will be a balanced number of management and staff representative nominees 3. The management nominees of the L.W.G. should be Representative of the following personnel <ul style="list-style-type: none"> -C.E.O/ EO - Head of Administration \ Education Services -Head of HR - Head of Finance -Committee member <p style="text-align: center;">or a person designated by them to represent them</p>

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	<ol style="list-style-type: none">4. The staff representative nominees may be nominated by<ul style="list-style-type: none">-IMPACT,- SIPTU,-Amicus MSF- Other representative bodies.5. The Local Working Group may invite observers from any internal group to attend at meetings as required.
	3. Objectives
	<ol style="list-style-type: none">1. The L.W.G. is the group primarily responsible for the promotion and development of partnership within Clare VEC.2. The L.W.G. will strive to ensure that Clare VEC meets the requirements of National Agreements as set out by the VEC National Partnership Forum3. The L.W.G. has a responsibility to ensure that all employees are informed and consulted about changes taking place within Clare VEC.4. The L.W.G. will be instrumental in devising and promoting new and agreed initiatives to include Training Schemes in the development of Partnership within Clare VEC. This will be achieved in concert within other parties with our VEC.
	4. Core Values
	<p>The successful implementation of the core values of <i>Co-operation, Leadership, Teamwork, Participation</i> and <i>Customer Centeredness</i> is the most effective means by which Partnership will be achieved within Clare VEC. Clare VEC will work to implement these values in as many ways as possible across the organisation and use them as guiding principles in all decision making.</p>

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	5. Agreement
	<ol style="list-style-type: none">1. Meetings of the Local Working Group will be held in accordance with agreed standing orders.2. What issues will L.W.G. deal with?<ol style="list-style-type: none">a. It will deal with issues arising out of the national agreements.b. Issues having statutory requirements such as the Education Plan and Service Planc. Issues raised by any member of the L.W.G. committee3. How will I.R. issues be dealt with?<ol style="list-style-type: none">a. The L.W.G will not deal with any issues that are related to the Terms & Conditions of employment that are agreed at national level.b. The L.W.G. can decide if any issue is an IR one, which can then be referred to the IR process.4. How are decisions made at L.W.G. Meeting?<p>Decisions will be made by consensus at L.W.G. meetings</p>5. How will disputes within the L.W.G. will be handled?<p>In the case of local disputes there will be a number of discussions to resolve the issue.</p><p>If there is no resolution the L.W.G. will call on the N.P.F. to facilitate talks in a process agreed with the L.W.G.</p>
	6. Organisation
	<ol style="list-style-type: none">1. How is the L.W.G. constituted?<p>Membership of the L.W.G. is set out in section 2 above (Composition).</p><p>It may invite additional members to attend a meeting for a set period of time.</p><p>It may ask to be represented in other groups in the VEC.</p>2. How does the L.W.G. relate to other bodies within the VEC?<p>The L.W.G. may by agreement invite representatives of other project groups to join the L.W.G.</p><p>The L.W.G. may by agreement send representatives to other project group on invitation.</p>

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	<p>3. How does the L.W.G. relate to VEC partnership groups? The L.W.G. may establish sub groups to deal with projects, all members may not be members of the L.W.G. The L.W.G. may establish links with existing groups and adopt such groups as partnership sub groups.</p> <p>4. How does the L.W.G. relates to any other bodies? The L.W.G. will nominate a representative to attend the Regional Network Group with the support of the N.P.F. The L.W.G may nominate a representative to attend other local partnership groups e.g. H.S.E., Local Authorities etc.</p>
	<p>7. Communications</p>
	<p>1. What will be the standard form of communications and how can one find out about partnership in Clare VEC? a. Details of the membership of L.W.G. and how it operates will be in the main office, and on our local VEC Website. b. Annual Bulletin will be published.</p> <p>2. What regular communications will be issued as a matter of form for the L.W.G.? Half Yearly Newsletter</p> <p>3. How will issues of immediate concern or great importance be communicated to the relevant staff? Personal Briefings Bulletin Notice Board Internal Circular Staff Newsletter Email Intranet or Combination of Above</p>
	<p>8. Training and Development</p>
	<p>1. What are the principles that apply to partnership training and development? How will the organization avail of all partnership training that is available? Attendance at training seminars will be available firstly to those on L.W.G. and then to all staff members where appropriate and relevant.</p>
	<p>8. Training and Development Contd.</p>
	<p>2. How will people within the Organisation be selected for</p>

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partnership training?

In consultation with the joint chairs and where necessary with senior management as appropriate.

THIS PARTNERSHIP CHARTER WAS APPROVED BY CLARE VOCATIONAL EDUCATION COMMITTEE ON 16 NOVEMBER 2006

George O'Callaghan
CEO

Tommy Brennan
Chairman