

ERSA Policy and Communications Forum Terms of Reference

It was agreed at the ERSA Board meeting in March 2011 that a Policy and Communications Forum should be established. This document is intended to outline its terms of reference.

Purpose

1. To provide a forum where ERSA members can share information to assist in their responses to government consultations, inquiries and calls for evidence.
2. To shape and formulate ERSA's policy position and ensure that it is representative of the welfare to work sector.
3. To advise on ERSA's public affairs strategy.
4. To coordinate the communications and public affairs strategies of ERSA members to prevent overlap and duplication.
5. To feed into work streams and research projects to help position ERSA as the leading voice of the welfare to work sector.
6. To shape initiatives to assist in driving up standards and professionalising the industry.
7. To formulate and agree on key industry messaging.

Composition

The policy working group is open to all ERSA members and is particularly orientated to those working in the field of policy, public affairs and external communications. The Policy and Communications Forum will be chaired by an ERSA member who is to be appointed by the ERSA secretariat.

Relationship with the Board

It is important that the role of the forum fits into ERSA's governing structure and that it provides a means for feedback and co-ordination. The Board will be the final arbiter of policy decisions made by the Policy and Communications Forum.

Frequency of meetings

The group will meet on a quarterly basis.

More information

Any member wishing for more information or to register their interest in joining the Forum is asked to contact Philip Curry on Philip.curry@ersa.org.uk / 020 7960 6317.