



EVERYBODY'S VOICE

Service User and Carer Group

How the group runs

1. It is the responsibility of individual group members to catch up if they missed a meeting by talking to other group members, looking at the minutes or looking on the website.
2. If you can't come to the meeting, please try to let someone know.
3. The ground rules will be on the wall and it is the shared responsibility of the group to both follow the rules and remind others to stick to them during the meetings.
4. The role of the chair is to time-keep and follow the agenda.