

PARTNERSHIP BOARD
 Harrow Strategic Partnership Governance Handbook
 18th October 2010

<p>Introduction</p> <p>The governance handbook was rewritten to strengthen the decision making process across the Harrow Strategic Partnership, confirm the powers of the Harrow Strategic Partnership to allocate funding and clarify the role and responsibilities of members.</p> <p>The updated Governance handbook was presented to the Partnership Board on the 15th June for discussion. Comments were invited from the Board members by the 15th September with the intention of then adopting the handbook at the next Partnership Board meeting.</p> <p>As requested a copy of the governance handbook, which included track changes was circulated after the meeting to all members.</p> <p>No further comments or additions were received on the document.</p>
<p>Proposed Action</p> <p>It is proposed that the Partnership Board adopts the new governance handbook.</p> <p>It is also proposed that members complete the substitution list and the membership of the urgent decision making sub group is agreed.</p>
<p>What are you asking the Partnership Board to do</p> <ul style="list-style-type: none"> ▪ Adopt the Harrow Strategic Partnership governance handbook ▪ Complete the circulated substitution list ▪ Agree the membership of the decision making sub group

Decision Making Group

The following governance handbook extracts set out the requirements for the urgent decision making sub group.

- 23.23. At each Annual General Meeting no less than 4 cross agency Partnership Board members plus the chair will be nominated to form a decision sub group of the Partnership Board. The remit of the decision sub group is to discuss and make decisions on behalf of the Partnership Board when a decision is required outside of the meeting timetable.
- 23.24. The decision sub group can only be used if the Partnership Board has agreed to utilise the group for the specific decision beforehand.
- 23.25. The sub group may make decisions via a virtual meeting.
- 23.26. The sub group is required to be quorum for the decision to be made. The quorum shall be 4 of the appointed membership.

Substitution List

The following table is to be circulated and completed at the 18th October Partnership Board meeting.

Partnership Board Member	Organisation	Substitute	Substitute Email Address
Cllr Bill Stephenson	Harrow Council	Cllr Mitzi Green	Mitzi.Green@harrow.gov.uk
Cllr Phil O'Dell	Harrow Council	Cllr Margaret Davine	Margaret.Davine@harrow.gov.uk
Cllr Graham Henson	Harrow Council	Cllr Rekha Shah	Rekha.Shah@harrow.gov.uk
Cllr Susan Hall	Harrow Council		
Cllr Barry Macleod-Cullinane	Harrow Council		
Gillian Schiller	NHS Harrow		
David Cheesman	North West London Hospital Trust		
Howard Bluston	North West London Chamber of Commerce		
Malcolm Parr	Harrow in		

	Business		
Brian McGowan	Large Employers Network		
Dr Mohamed Aden	Voluntary and Community Sector Rep	<i>Substitutes not required</i>	<i>N/A</i>
Julie Browne	Voluntary and Community Sector Rep		
Avani Modasia	Voluntary and Community Sector Rep		
Deven Pillay	Voluntary and Community Sector Rep		
Jacqui Mace	Further Education Sector		
Ann Groves	Older Peoples Reference Group		
Sally Freeman	University of Westminster		
John Vaughan	Central and North West London Hospital Trust		
Andrew Howe	Adult Health and Wellbeing Management Group		
Marianne Locke	Community Cohesion Management Group		
Dal Babu	Safer Harrow Management Group		
Sue Moran	Job Centre Plus		
Reshard Alaudin	Metropolitan Police Authority		
Nick O'Reilly	London Fire Brigade		