

**REPORT FOR: EMPLOYEES' CONSULTATIVE FORUM**

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<b>Date of Meeting:</b>	27 October 2010
<b>Subject:</b>	Children's Services Transformation Stakeholder Reference Group
<b>Key Decision:</b>	No
<b>Responsible Officer:</b>	Heather Clements, Director Schools, Quality Assurance and Commissioning
<b>Portfolio Holder:</b>	Councillor Mitzi Green – Portfolio Holder for Children's Services
<b>Exempt:</b>	No
<b>Decision subject to Call-in:</b>	No
<b>Enclosures:</b>	Annexe A –Stakeholder Reference Group 20 October 2010 agenda

## **Section 1 – Summary and Recommendations**

Children's Services are establishing a Stakeholder Reference Group (SRG) to manage the stakeholder engagement in their Transformation Programme. This report provides the Employees' Consultative Forum with details of the SRG.

**Recommendations:**

The Employees' Consultative Forum is requested to:

1. consider and note the details of the Stakeholder Reference Group; and
2. receive feedback from the first Stakeholder Reference Group meeting.

**Reason: (For recommendation)**

For the Employees' Consultative Forum to contribute to the development of the SRG remit, function and operation.

## **Section 2 – Report**

### **Introductory paragraph**

Nationally local government is undergoing considerable change through a combination of new government policy and financial pressures. The Children's Services Transformation programme in Harrow, combines specific Directorate projects with cross-cutting corporate projects, which are all under the Council's Better Deal for Residents: Shaping Harrow for the Future programme.

To manage the stakeholder engagement during this time of considerable change, a Children's Services Stakeholder Reference Group (SRG) is being established.

### **Options considered**

The Children's Services Stakeholder Reference Group is a representative group established to contribute to the management of the change programme across Children's Services. The purpose of the SRG is to provide advice and guidance on the refinement of proposals and options for implementation, and consultation and communication strategies.

The first meeting of the SRG has been arranged for 20 October 2010, and verbal feedback from this first meeting will be given to the Employees' Consultative Forum. It will be a time-limited group and is expected to continue until such time that the transformation programme has been implemented.

The SRG will meet on a monthly basis and there will be a standard agenda. The SRG purpose and functioning will be reviewed after 3 months (December 2010).

Members of the SRG will be required to consult and disseminate information to constituent groups accordingly. This is an essential function for the representatives if the SRG is to fulfil its purpose.

The SRG will receive progress reports and proposals on the key projects affecting Children's Services. These include:

- Integrated Targeted Services
- Teenage Placement Strategy / Independent Living (Leaving Care - Lean)
- Special Needs Transport Review
- Corporate cross cutting Reviews: General Administration and Mobile and Flexible working.
- Future Operating Model for School Improvement

It is expected that the SRG will consider the staff communications and staff consultations needed to ensure appropriate engagement of the wider stakeholder groups.

It is intended that early engagement with the trade unions and other representative groups prior to any consultations will help us resolve issues informally. However where there are difficulties in reaching agreement in consultations with staff and unions these will be referred to the SRG for further consideration and wherever possible resolution.

## **Membership**

- Portfolio holder with responsibility for Children's Services (Chair)
- Portfolio holder with responsibility for Schools and Colleges
- Opposition Councillor for Children's Services
- Union Representatives:
  - Unison
  - GMB
  - NUT
- School representation including headteacher representatives and governors
- Corporate Director of Children's Services
- Key partners including PCT, Police
- Young People

## **Relationship with other Trade Union Forums**

The Children's Services SRG is not an alternative to the other representative forums. It provides the opportunity for trade unions and stakeholder representatives to contribute specifically to the planning and implementation of the Children's Services transformation programme with officers. This group considers the programme within Children's Services strategically. It is not the forum for individual employee cases to be discussed.

## **Officers**

Officers leading the projects within the programme will attend the meetings to present their items. In their presentation, it is expected that the officers will represent the views expressed by the key stakeholders, including service users, providers, and staff. In addition, Children's Services Business Managers from Finance and Human Resources will attend to cover these aspects across all projects.

## **Financial Implications**

The SRG will be managed within existing resources.

## **Risk Management Implications**

Not applicable.

## **Equalities Implications**

Equality Impact Assessments will be undertaken for individual projects where necessary following the completion of a test of relevance.

## **Corporate Priorities**

The Children's Services Transformation Programme contributes to corporate priorities Improve support for vulnerable people and Build stronger communities by providing efficient and sustainable services.

### **Section 3 - Statutory Officer Clearance**

Name: Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 18 October 2010		
Name: Sarah Wilson	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 15 October 2010		

### **Section 4 - Contact Details and Background Papers**

**Contact:** Johanna Morgan, Head of School Organisation, 020 8736 6841.

**Background Papers:** Agenda for Stakeholder Reference Group meeting  
20 October 2010