

## **Harrow Strategic Partnership Board**

**Wednesday 6 April 2005**

### **Update on the Development and Activities of the HSP Management and Reference Groups**

#### **Purpose of Report**

This report informs the Harrow Strategic Partnership (HSP) Board of the notification in the change in timetable for the development of the Community Strategy Refresh that was forwarded to Management and Reference Group Chairs. It also informs the Board of the continued development of the HSP Management and Reference Groups.

#### **The HSP Board is requested to note:**

1. The development and activities of the HSP Management and Reference Groups.
2. The proposals agreed by the HSP Executive at its 22 March meeting for Reporting and Communication Links between the Harrow Strategic Partnership Reference Groups and the Executive.

#### **The HSP Board is requested to agree:**

1. That an amendment to the HSP Constitution at the 2005 Summit will occur to reflect point 2 above.

## Harrow Strategic Partnership Board

6 April 2005

### Update on the development and activities of the HSP Management and Reference Groups

The HSP Management and Reference Groups are listed below together with a brief indicator of their current status and activities:

- **Safer Harrow Management Group** (chaired by Bob Carr, Borough Commander): held its most recent meeting on 9 February. At this meeting the development timetable for the refresh of the Community Strategy was noted. The next meeting of this Group is yet to be scheduled but is likely to occur in late April.
- **Regenerating Harrow Management Group** (now incorporating Greener Harrow Management Group) (chaired by Anna Robinson, Director of Strategy, Urban Living, Harrow Council): These groups have now been amalgamated to serve as one management group. Two meetings of this group have occurred to date. A further meeting of this group has been scheduled to take place prior to the HSP Summit on 18 May 2005.
- **Healthy Harrow Management Group** (chaired by Andrew Morgan, Chief Executive of the Harrow PCT): A meeting of this group has occurred on 21 March 2005. This meeting was conducted as a working meeting where the action and monitoring plans required for the refresh of the Community Strategy were discussed in detail.
- **Children and Young People Management Group** (chaired by Paul Clark, Director of Children's Services): Met on 28 January and will meet again on 22 April. At the 28 January meeting it was agreed that members of the group would work out of session to produce the action plan required for the refresh of the Community Strategy.
- **Learning for All Management Group** (chaired by Javed Khan, Director of Learning and Community Development, Harrow Council): No meetings of this group have been scheduled to date. Work is being done with the Executive Director of People First to ensure that this group meets prior to the HSP Summit on 18 May 2005.
- **ICT Management Group** (chaired by Nick Bell, Executive Director of Business Connections, Harrow Council is working with Manoj Badale from Agilisys to establish this Management Group). This group held its most recent meeting on 15 March. This meeting was conducted as a working meeting to produce the action plans required for the refresh of the Community Strategy.

- **Older Persons Reference Group** (chaired by Cllr Anne Groves): The Partnership With Older People Steering Group has now taken on the role of the OPRG. This group met on 8 March 2005. The next meeting of the group is scheduled for 10 May 2005.
- **Community Cohesion Reference Group** (chaired by Julia Smith (formally Mayo), Harrow Association of Voluntary Service): is holding it's next meeting on 6 April 2005. The agenda will cover the Community Engagement Strategy, how the group will input into the development of the Community Strategy, council funded worker to work at HAVS on faith issues and two compact codes on how the council will interact with black, minority ethnic and refugee groups.

The HSP Executive at its 22 March meeting requested that all Management and Reference Groups meet prior to 18 May 2005 HSP Summit, and that these groups programme in two dates for meetings post the Summit, to ensure that progress on the outcomes of the Summit takes place.

### **Links Between the HSP Reference Groups and the HSP Board and Executive**

Since their relatively recent establishment of the management and reference groups, there has been ad hoc communication between the reference groups and the rest of the HSP. To address this issue a paper was presented to the HSP Executive at its meeting on 22 March 2005 that outlined mechanisms to allow for more effective communication between the various constituent parts of the HSP. The mechanisms were:

1. Where an issue is raised by the Reference Group that members of the group wish to be considered by the HSP Board and Executive, this shall be referred to the Executive via a written report by the Chair of the Reference Group. The Policy & Partnership Service (PPS) will work to support the Chair to develop the report and add it to the agenda of the subsequent Executive meeting for consideration. If the Chair so requires, the report will be presented in person at the Executive meeting. Once the issue has been considered, the minutes of the meeting shall be sent to the Chair of the Reference Group.
2. Where the HSP Board or Executive identifies an issue that they require input from the Reference Groups on, this shall be minuted and a copy of the minute sent to the Reference Groups Chair for consideration at the subsequent meeting of the Reference Group. Once the issue has been considered by the Group, a report shall be made to the next meeting of the Executive or Board.
3. A networking meeting shall take place quarterly with the chair of the Management and Reference Groups and Cllr Marie-Louise Nolan who is Harrow Council's portfolio holder for the HSP as well as a member of the HSP Executive.

The HSP Executive endorsed these mechanisms and it is proposed to the Board that the above shall be written into the Constitution of the HSP at the May 2005 Summit.

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 March 2005