

SHROPSHIRE PARTNERSHIP EXECUTIVE

TERMS OF REFERENCE

1. Membership & Meetings

- The Chief Executive or most senior officer from each of the partner organisations will meet once per quarter 5 - 6 weeks after the Coordinating Group but before Board meetings;
- These meetings should coincide with the quarterly Local Authority Chief Executive's meetings. The agendas should be structured accordingly and, where possible, should be more relevant to the non-local authority members;
- Where possible issues should be handled by post, and the partnership 'Update' used to relay information. A partnership website should be developed to cut down the time at meetings (and the amount of paper);
- The meetings will be chaired by one of the members of the Chief Executives Group. The Chair's post must be subject to annual elections;
- Chief Executives of the other key agencies in the county e.g. Probation Service, Careers Service can be invited to attend the meetings as appropriate;
- Two Chief Executives should be nominated to attend the Board meetings to represent the views of the Chief Executive's Group.
- The Chair of the Co-ordinating Group will attend the Chief Executive's meetings.

2. The Role

- To agree the priority partnership actions each year and submit these in the Partnership Business Plan to the Board for endorsement;
- To ensure linkages are being made between the various regeneration issues being considered by the four Thematic and District Action Planning Groups;
- To make sure there is corporate commitment to delivering the priority partnership actions and that the actions are implemented;
- To monitor, via reports from the Co-ordinating Group, the changing environmental, health, economic and social needs of the county;
- To support the work of the four Thematic Groups as appropriate in relation to developing policy responses and initiatives;
- To seek to resolve any representations made about the Co-ordinating Group's views on the applications made for funding to other bodies thereby providing a co-ordinated response to regeneration funding opportunities;
- To foster an open partnership approach where partners accept that they are accountable to each other in respect of their promised actions and to seek to ensure political and community understanding of the regeneration needs and the intended actions to meet those needs.