

**KENSINGTON AND CHELSEA PARTNERSHIP STEERING GROUP
MEETING ON 23RD MAY 2002**

REPORT OF THE DIRECTOR OF STRATEGY AND SERVICE IMPROVEMENT

DEVELOPING THE KENSINGTON AND CHELSEA PARTNERSHIP

This report proposes a possible way forward for the development of the Kensington and Chelsea Partnership in the form of an 'away day' style event for the Steering Group.

FOR DECISION

1. BACKGROUND

- 1.1 The Kensington and Chelsea Partnership is still a relatively new venture and for some members this will be their first meeting.
- 1.2 The experience of other LSPs is that Steering Groups (or their equivalents) can gain considerably from an opportunity, once their membership is more or less settled, to debate and discuss key issues including their role, the work that they will do, the resources they will commit and the relationship of the Steering Group to other partnerships.
- 1.3 A number of other Local Strategic Partnerships in London have undertaken, or are in the process of planning away day style events. These include Croydon, Camden, Hammersmith and Fulham, Islington, Lambeth and Westminster.

2. LEARNING FROM OTHER LSPs

- 2.1 Other LSPs have used away days for a variety of purposes, including the following:
 - Helping members of the Steering Group to get to know one another, explore preconceptions and assumptions about the partnership's work, and understand what each other's priorities are.
 - Developing the partnership structure and working out how the Steering Group should relate to, and add value to, the work of other existing partnerships.
 - Developing a sense of common purpose amongst Steering Group members.
 - Discussing a forward work plan for the Partnership and the way in which it will be taken forward.

- Reaching an agreement on difficult issues such as accountability and funding. The Steering Group has had some discussion on these two issues but has not yet agreed a form of words for the Terms of Reference. It is suggested that on specific task at the away day should be to resolve these issues. Agenda item 11 reports progress on the draft Terms of Reference.
- 2.2 The size and scale of these events differs greatly between LSPs. They range from overnight and whole day events, to half day activities.
- 2.3 Some events have been hosted by one of the partner organisations on the Steering Group and others have been held at an independent location either within or away from the Borough.

3. AWAY DAY FORMATS

- 3.1 Provisional research indicates that a typical away day might comprise three key elements:

a. Preparatory Scoping.

A series of short discussions between the away day facilitators and Steering Group members to identify the issues that they want the away day to address and the things they want it to achieve. This will then help the facilitator to design an event that meets the Steering Group's wishes.

b. Away Day.

Involving all members of the Steering Group. A structure for the day would be prepared in light of the above discussions. A typical away day would involve a morning session to 'unpack' the main issues that have arisen during the preparatory scoping and an afternoon workshop with a more practical focus on the work the Steering Group will undertake.

c. Workshop follow up.

A short report covering the workshop outcomes, observations and recommendations is produced, for discussion at a future meeting.

- 3.2 A number of consultancy firms specialise in this field of work. As well as tapping in to the experience of specialists, the use of consultants also introduces an element of impartiality to proceedings.

4. NEXT STEPS

- 4.1 If the Steering Group agrees in principle that an away day should be planned, the following next steps are suggested:

- a. Steering Group to agree a date for an away day event to be held.**
Given the inevitable pressure on Steering Group members' diaries, it is

unlikely that a suitable date will be available before the Summer. An away day in the early Autumn might be well timed in the run up to the Borough Conference and the next accreditation cycle. The 27th September is offered as a possible date.

b. Steering Group to agree in principle the location for an away day event.

In order to secure an appropriate venue, an early booking will need to be made. One of the partner organisations on the Steering Group may wish to offer to host the event or alternatively an independent location either within or away from the Borough may be preferred.

c. Council to appoint a consultant to discuss with the Steering Group what kind of programme they think would be useful, and arrange the day.

Discussions with other LSPs have resulted in a number of recommendations for potential organisations.

d. Consultants to be invited to make a presentation of their proposals for an away-day to the July meeting of the Steering Group.

This would be subject to feasibility, but would be a useful opportunity for a collective discussion on the away day.

5. FINANCIAL IMPLICATIONS

- 5.1 The indicative costs of running an event of the scale described under section 3 above are in the region of £5000. This includes both the cost of consultancy and other costs such as venue and hospitality. The Council is seeking to carry forward some under-spend money to pay for this event.

6. SUMMARY AND RECOMMENDATIONS

6.1 The Steering Group is **recommended:**

- (i) To agree in principle that an away-day style event should be organised.
- (ii) To agree a date for an away day event to be held. The 27th September is offered as a possible date.
- (iii) To agree whether the event should be hosted by a partner organisation (and if so, which) or held at an independent location (and if so whether this should be within or away from the Borough).
- (iv) To agree that the Council should appoint consultants to discuss with Steering Group members what form of programme they think would be useful, and arrange the day.
- (v) To agree that (subject to feasibility) the consultants should be invited to make a presentation of their proposals for an away-day to the July meeting of the Steering Group.

- (vi) Subject to discussion of agenda item 11, that one task at the away day should be to resolve outstanding issues on the Terms of Reference.

FOR DECISION

Tony Redpath
Director of Strategy and Service Improvement

Background Papers used in the Preparation of this Report: None

Contact Officer: Shirley Fryer, Policy Officer, Policy and Partnerships Unit, The Royal Borough of Kensington and Chelsea **Tel:** 020 7361 2958 **E-mail:** shirley.fryer@rbkc.gov.uk