Kettering Local Strategic Partnership
Executive Board

The Executive Board of the Local Strategic Partnership (LSP) has been set up to drive forward joint working, develop the LSP and lead on the implementation, monitoring and review of the Community Plan. It is hoped that this Board will have the clout to intervene or initiate where required and will work to improve the channels of communication and commitment.

Terms of Reference:

- To co-ordinate the work of the Local Strategic Partnership, looking at priorities and developing shared targets and resolving problems and issues to ensure targets are delivered.
- To explore and agree ‘joint working’ arrangements, finding ways of reducing costs, sharing resources and improving the effectiveness and reach of services delivered.
- To devise and propose (to the Area Forum) a Community Plan, and ensure it is implemented, monitored and reviewed.
- To publicise and promote the LSP, its work and successes to the wider community.
- To obtain ‘high level’ commitment amongst partners to ensure joint delivery of the Community Plan.
- To actively engage the Business and Voluntary sectors.
- To support, advise and liaise with the Kettering Area Forum, the specialist panels and the geographic fora.
- To develop and approve joint bids for funding.
- To commission or undertake research and lobby where required.

Membership has been agreed as:

- Two Members from the Borough Council (including the Leader of the Council)
- Borough Council Chief Officer
- Two Members from the County Council (including the Chair of the Area Forum)
- County Council Officer at Director level
- Police Commander for the Northern Area
- Associate Director of the Primary Care Trust
- A Director of the Learning and Skills Council
- Kettering Chamber of Trade and Commerce representative
- Northamptonshire Chamber representative
- Northamptonshire Environmental Forum Representative
- Two representatives from the Voluntary Sector (identified by the voluntary sector forum)

This comprises 12 voting members, spanning the public, voluntary and private sectors, and including the key agencies responsible for the five strands of the
Community Plan. Government Office East Midlands have also sought Observer status for the LSP Executive and will attend in an observation capacity.

The Executive Board will be chaired by the Leader of the Borough Council and the Area Forum will be chaired by a County Councillor. The Board meetings will not be open to the public but all papers will be made available and will be posted on the website.

Role and responsibilities of Executive Board Members:

1. Work closely with other members of the Board to ensure that the Executive delivers its ‘role’ and works as an effective partnership.

2. Have an effective overview of the LSP and actively represent your organisation/sector at Board meetings.

3. Share information and promote effective co-ordination and rationalisation of all partnership strategies, plans, activities, surveys, consultations and promotions.

4. Take forward actions and recommendations where necessary.

5. Commitment to attend 4-6 meetings per year, delegating responsibility when unavailable.

6. Provide guidance, support and advice to Kettering Area Forum, the specialist panels and the geographic fora.

7. Raise awareness of how the LSP and Community Plan can be used as a mechanism to help meet the objectives of local organisations.

8. Ensure effective monitoring and review processes are adopted and seek opportunities to promote the Community Plan and the partnership.

9. Explore and agree joint working arrangements and funding of projects.

Administration and support:

Member Services will undertake the administration duties for the Executive and will arrange meetings and produce the minutes and agendas. The Community Partnerships Manager will assist the Board by following up actions in between meetings and providing other support to ensure the effective functioning of the Panels.