



## **STEERING GROUP**

### **Terms of Reference**

- Co-ordinate the work of the themed action groups in order to achieve the Strategic Objectives of the Community Strategy and the Essex Local Area Agreement, in particular where there are crosscutting themes, both in respect of the individual agencies and the Action Groups, and a clear 'shared' ownership.
- Links to other strategies, including 'Shaping the future of Essex and Southend' and individual plans and strategies of the partners agencies.
- Monitor overall progress of themed action plans.
- Review Community Strategy, on an annual basis, to ensure it is kept up to date and relevant.
- Review effectiveness of partnership as detailed in the Performance Management Framework.
- Draw up and monitor improvement plan as detailed in the Performance Management Framework.
- Arrange consultation and awareness raising activities on behalf of the Partnership.
- Manage the financial implications of the Partnership.
- Encourage the development of common data sharing protocols within the Partnership.
- Reach decisions by a general consensus amongst the membership.

### **Membership**

- Chair the LSP Board.
- Vice Chair.
- LSP Treasurer.
- Chairs of the individual Action Groups.

### **Meetings**

To be held as required but at least every three months.

### **Chair**

The Chair of the Steering Group is nominated and elected by the members of the Steering Group for a two-year term of office.

### **Vice Chair**

The Vice Chair of the steering group is nominated and elected by the members of the steering group for a two-year term of office.