



YORKSHIRE AND HUMBER STRATEGIC MIGRATION GROUP (SMG) – TERMS OF REFERENCE

Purpose

1. The purpose of the SMG is to provide a strategic leadership, advisory and coordination function for migration in the Yorkshire and Humber Region.

Core Responsibilities

2. The SMG's core responsibilities include:
 - Facilitating collaboration among the UK Border Agency, national, regional and local government and non-governmental organisations and, regional and local stakeholders to develop a strategic approach to promoting the benefits of migration and minimising any adverse impacts;
 - Facilitating strategic debate on migration issues among partners in the Yorkshire and Humber region;
 - Monitoring migration impacts and trends, and raising awareness of issues, risks and opportunities within the Yorkshire and Humber region to inform policy;
 - Contributing to the development and implementation of local, regional and national migration policy;
 - Working with local delivery partners to design and oversee delivery of services that meet migrants needs in the Yorkshire and Humber region;
 - Engaging and communicating with national, regional and local stakeholders; and
 - Acting as a conduit for two-way information between UK Border Agency, other government departments and regional partners.

Accountability and Key Relationships

3. The UK Border Agency (UKBA) provides funding for the SMG to cover the wider migration agenda and their impacts on local areas. This included economic migration and considering how the region could maximise its benefits.
4. The activities of the SMG are detailed in the relevant section of the business plan. This is agreed by members of the SMG, UKBA's Regional Director and local authority Leaders, providing three-way accountability.

Working Arrangements

Ways of Working

5. Wherever possible business will be conducted on the basis of consensus. However, should a ballot be required, each member will have one vote.

Chairing Arrangements

6. The Chair of the Local Authority Commission on Asylum and Migration (LACAM), as nominated by the LGYH Leaders' Board, will be the Chair of the SMG.
7. The Deputy Chair of the SMG will be elected from the non-local authority membership of the SMG by the wider Group.
8. The Chair and Deputy Chair are appointed for a one year term.

Membership

9. The core membership of SMG will be:
 - One elected member from each functional sub-region (4)
 - One officer from each functional sub-region (4)
 - UK Border Agency Representative (1)
 - Government Office for Yorkshire and the Humber Representative (1)
 - Police Representative (1)
 - Health Sector Representative (1)
 - Migrant Workers Representatives (2)
 - Overseas Students Representative (1)
 - Voluntary/Community Sector Representatives (2)
10. Further representation may be sought on an ad hoc basis, either onto SMG itself or onto one of its subgroups. This will allow SMG to respond flexibly to issues that arise.
11. In all cases, members are appointed for a one year term.
12. Elected members and officers nominated by Sheffield City Region Partnership are expected to come from an authority within the Yorkshire and Humber region.

Secretariat Support

13. Secretariat and policy support will be provided by the Regional Migration Partnership officer team.

Meeting Arrangements

14. The SMG normally meets four times per year on a quarterly basis.

Board Support Structure

15. The work of the SMG will be informed, advised and supported by a number of formal sub groups and informal task and finish groups dealing with a range of issues.
16. Sub group Chairs are responsible for the management of their groups and for ensuring that the SMG is fully and regularly informed of sub group business.
17. In addition, there may be other ad hoc groups commissioned by the SMG as necessary.