

Work and Thrive Newcastle Partnership Strategy Group

Terms of Reference 2024

Purpose

The Work and Thrive Newcastle Partnership provides a collaborative forum for local partners to share information, and co-ordinate and maximise existing capacity. The Partnership Strategy Group gives leadership and strategic direction for employment and skills priorities in Newcastle.

Objectives

The objectives of the Partnership Strategy Group are to:

- Ensure that all partners are aware of each other's provision offer, and are encouraged and supported to make appropriate referrals, maximising employment opportunities for residents and business, making best use of combined expertise and resources, and avoiding duplication.
- Set priorities jointly, co-ordinate, and plan evidence-led employment programmes across the city with a particular focus on our agreed priority groups, our most disadvantaged residents, and neighbourhoods, and those with barriers to engagement such as language, and long-term health conditions.
- Direct local delivery, and address issues highlighted by local intelligence and identified by operational groups reporting into the Strategic Partnership such as the Skills Hub Steering Group, Employer Engagement Forum, and designated task and finish groups.
- Enhance collaborative working with North of Tyne Combined Authority (NTCA), the Department of Work and Pensions (DWP), other constituent local authorities (LA), and between all key local partners and stakeholders.
- Inform, develop, and deliver Newcastle's Employment Plan, as part of the wider strategic context including NCC's Inclusive Economic Strategy, NCC's Anti-Poverty Strategy, NCC's Health & Wellbeing Strategy, NCC's City Council Plan 2022-25, NTCA's Employability Plan, and the commissioning of local UK Shared Prosperity Funding (UKSPF).
- Ensure strong communication, co-ordination, and alignment with other key partnerships including, but not exclusively Local Community Partnerships, and NCC's Children's Partnership
- Co-ordinate and strengthen engagement with employers within the city to address their training and recruitment needs and minimise the duplication of activity.
- Understand better, and support partners to meet more effectively the employment and training needs of residents, communities, and employers in Newcastle through the development of community-led and place-based approaches.
- Support the provision of good quality jobs for all our customers groups and ensure high quality services to our residents and employers.
- Analyse shared and consistent data and intelligence to identify synergies, new partnerships and highlight any gaps in provision.
- Ensure Newcastle partners have appropriate representation and can provide advice on employment, post-16 learning and skills policy, and respond to appropriate consultations either as a collective or inform responses from NCC, NTCA, and the Northeast LEP.
- Increase participation in post-16 and wider learning opportunities, including volunteering, and increase the number of post-16 Newcastle residents entering employment.
- Promote, publicise, and advocate for employment, post-16 learning and skills in the city, regionally, and nationally.
- Co-ordinate collaborative responses to bidding opportunities, and national and regional initiatives to secure additional funds to address gaps in provision and enhance the local offer in line with the Partnership's priorities for Newcastle.
- Monitor and review the performance of the Partnership's outcomes, the delivery of Newcastle's Employment Plan, and key employment programmes, those funded through UKSPF, and any other funding secured and managed by the Partnership.

Frequency and quorum

Meetings will occur every quarter except for more regular interventions as required. The meetings will last approximately two hours. Any business requiring urgent attention will be dealt with by correspondence, where

necessary. Where appropriate, a smaller Steering Group may meet more often as actioned by the Chair and agreed with the Strategy Group. Key decisions will require a majority of members to be in attendance.

Secretariat and Support

The secretariat and operational support for the Partnership Strategy Group will be provided by NCC Economic Development team. Specific duties will include:

- Arranging meeting dates, venues, and invites.
- Preparing agendas, and papers.
- Inviting external guests, and speakers at the request of the Partnership.
- Co-ordinating activities on the recommendation of the Partnership, based on approval, and authorisation by the group and Chair.
- Managing delivery of the programme of work for the Partnership, as agreed by the group, and Chair.
- Developing task and finish groups to address specific issues, and actions as proposed by the Partnership, and agreed by the group, and Chair.

Reporting and Governance

As part of the formal structure delivering NCC's Inclusive Economic Strategy, issues and actions will be reported into any dedicated Inclusive Economic Delivery Group by a designated member of the Partnership. In addition, issues and actions will be reported by the appropriate Partnership representatives to other relevant forums including but not exclusively:

- North of Tyne Strategic Employability Group.
- North of Tyne Inclusive Economic Strategy Group.
- Local Community Partnerships.

Membership

Membership will be reviewed regularly to ensure appropriate representation from key organisations involved in employment delivery in Newcastle. The current membership is as below. The Chair will be reviewed on an annual basis.

Heather Lee	Independent Inaugural Chair
Robin Beveridge	NCC Employment – Project Lead
Chris Ord (Secretariat)	NCC Employment - Partnership Lead
Richard Oswald	NCC Employment – Employer Engagement Lead
Amy Stillwell	NCC Communities Service – Communities Lead
Stuart Clarke	Your Homes Newcastle - Housing Employability Support Lead
Ann Graham	NCC Career's Team - Youth/NEET Lead
Clive Davies	Department for Work and Pensions - DWP Lead
Kate Bell	Education Development Trust - Careers Service Lead
John Bolland	NHS - Health Support Lead
Iain Miller	NCC – Public Health Lead
Rowenna Foggie	NCC – Migration, Refugee & Asylum Lead
Gillian Forrester	Newcastle City Learning – Post-16 Lead
Melissa Middleton	PNE - Enterprise and Self-employment Lead
Daniel Hancock	Newcastle United Foundation - Youth Provision Lead
Gemma Dyer	Prince's Trust - Youth Provision Lead
Anna Warner	Reed in Partnership - Provision Lead
Nimerta Virdee	Connected Voice – Volunteering and VCS Lead
Julie Fernyhough	JET Jobs, Education & Training – VCS Provision Lead
Helen Holmes	Building Futures East – VCS Provision Lead
Alexandra Johnson	Reviving the Heart of the West End – VCS Provision Lead
Ang Purvis	Changing Lives – VCS Provision/Mental Health Lead
John Maddison	Wise Group – UKSPF Provision Lead
Derek Groves	NE Autism Society – UKSPF Provision Lead
Jo Phillips	Newcastle College – Lifelong Learning Lead

Work and Thrive Newcastle Partnership Governance Structure

