

Work & Thrive Newcastle Partnership Strategy Group

Terms of Reference 2025

Purpose

The Work & 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 East Combined Authority (North East CA), 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, North East CA's Employability Plan, and the commissioning of UK local funding.
- 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, and the North East CA.
- 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 (to March 25), 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 Inclusive Employment 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 East Combined Authority Strategic Employability Group.
- North East Combined Authority Inclusive Economic Strategy Group.
- Local Community Partnerships.

Membership

Membership will be reviewed regularly to ensure appropriate representation from organisations involved in employment delivery in Newcastle. Current membership is below. The Chair will be reviewed every three years.

Heather Lee	Independent Chair
Robin Beveridge	NCC Inclusive Employment – Inclusive Employment Lead
Chris Ord (Secretariat)	NCC Inclusive Employment – Work & Thrive Partnership Lead
Richard Oswald	NCC Inclusive Employment – Employer Engagement Lead
Ian Raby	NCC – Newcastle ESOL Service
Stuart Clarke	Your Homes Newcastle - Housing Employability Support Lead
Rebecca Henderson	NCC Careers Team - Youth/NEET Careers Provision Lead
Clive Davies	Department for Work and Pensions - DWP Lead
Kate Bell	Education Development Trust – National Careers Service Lead
John Bolland	NHS – Mental Health Employment Support Lead
Nida Memon	NCC – Public Health Lead
Catherine Powell	NCC – Migration, Refugee & Asylum Lead
Rowenna Foggie	NCC Adult Social Care – Social Care Lead
Gillian Forrester	Newcastle City Learning – Post-16 Skills and Training Lead
Daniel Hancock	Newcastle United Foundation - Youth Provision Lead
Simon Campbell	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 – Community Partnerships Lead
Gill Smith	Northern Learning Trust – VCS Provision Lead
Angela Dyer	INGEUS – Criminal Justice Provision Lead
John Maddison	Wise Group – Specialist Commissioned Provision Lead
John Facchini	NE Autism Society – Specialist Commissioned Provision Lead
Jo Phillips	Newcastle College – Specialist Commissioned Provision Lead
Kayah Worrall	Tyne & Wear Community Foundation – Funding Lead

Work & Thrive Newcastle Partnership Governance Structure

