

WALTHAM FOREST TOGETHER

Minutes of the first meeting of the new LSP Employment & Enterprise Theme Partnership held from 2.00pm – 4.00pm on Tuesday 11th September in Committee Room 2, Waltham Forest Town Hall (DRAFT)

Present:

Fawaad Shaikh (Chair)	Waltham Forest Business Board
Cllr Terry Wheeler	Portfolio Holder, Enterprise and Investment
Jason Vosa-Baigrie	JobCentre Plus representative (alternate for Wally Steel)
Sarah Carrick	Learning & Skills Council representative
Iain Elliott	Waltham Forest Collegiate Board representative
Alison Dickens	North London Strategic Alliance representative
Patricia Salami	London Development Agency representative
Gary de Ferry	WF Housing Association Liaison Group representative
Leora Cruddas	LBWF Head of Education for Communities
Chris Dransfield	LBWF Economic Development Manager

Officers

Bruce Clarke LBWF Committee Manager

Also in attendance

Michael Toyer	LBWF Service Planning & Research Manager
Sugra Bibi	LBWF Policy Analyst
Paul Convery	Centre for Economic & Social Inclusion
Russell Peacock	Renaisi Ltd

1. Introductions and Theme Partnership appointments

1.1 The chair welcomed everyone to the first meeting of the new LSP Employment & Enterprise Theme Partnership. All those present introduced themselves.

1.2 Apologies had been received from: Wally Steel (JobCentre Plus) – *Jason Vosa-Baigrie deputising.*

1.3 Decisions:

It was proposed by the Chair that Sarah Carrick be appointed Vice Chair. This was **AGREED** unopposed.

2. Local Area Agreement Performance, 1st Quarter 2007/08.

2.1 Sugra Bibi spoke to the circulated Report, highlighting in particular the two indicators in the 'Reduce Overall Worklessness' section that are currently off-target. She noted difficulties in identifying participants but also mentioned a high focus advertising drive currently taking place, based on a mail out and with added participation of the Neighbourhood Management Area teams.

2.2 The relationship between the BNI / WorkNet teams and Jobcentre Plus was likened to a 'plumber and mate' situation, assisting each other to reach applicable targets. Noted that the Super Output Area concept is difficult to administer, measure and produce required target results. There were also difficulties in establishing residence status.

2.3 Noted the multiple forms of referral and the need to correctly measure

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the interactions between those agencies involved in this work.

- 2.4 The Chair noted the requirement to evidence to the LSP Board that this Theme Partnership is making a difference.

3. **Sustainable Community Strategy – Phase Two.**

- 3.1 Michael Toyer gave a presentation (subsequently circulated to members) and then talked of the next stage of work as being the preparation of a number of Thematic Papers based around the agreed Preferred Scenario (subsequently circulated to members). This piece of work, to be carried out over the next three months, would establish the separate LSP work streams.

4. **Strategic Development of the Theme Partnership – Where Are We Now?**

- 4.1 Paul Convery gave a presentation (subsequently circulated to members) describing the current position with the Integrated Employment and Enterprise Strategy. The first draft will be distributed within 3 to 4 weeks.

- 4.2 Noted that the main thrust of the Theme Partnership's work would be how to achieve the Strategy's objectives – who does what, who needs to be involved. In connection with the 14/19 Plan, currently being looked at, there is a need to prioritise those skills and qualifications within future demand.

- 4.3 The question was asked as to whether or not Waltham Forest would establish any niche(s) as to future employment development. In reply it was noted that the current plans for the Walthamstow Town Centre regeneration contained themes for growth of retail, hospitality and leisure activities, business support and population growth.

5. **Development of Local Information Systems.**

- 5.1 Russell Peacock gave a presentation (subsequently circulated to members) and noted that the final report would be available by end-September.

- 5.2 The question was raised as to whether or not this was a priority project. There are only approximately twelve such systems in England and they're very difficult to administer and manage. The Chair believed it to be a priority but only on the premise that it must be cost effective. It was **AGREED** to establish a Task Group to initially review cost implications, make recommendations and bring the topic back to a future meeting for further decision as to whether or not to take forward. As part of its brief the Task Group should look at the possibility of improving the current Observatory as an alternative, as well as looking at better ways of using existing information sources.

6. **Olympics 2012 Update.**

- 6.1 Chris Dransfield tabled a paper '2012 Economic Development Initiatives & Funding Profile September 2007'.

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- 6.2 The following related matters were raised:
- Section 106 funding and strategy – both of these need to be looked at in a more focussed way in terms of economic development.
 - Within section 3 of the paper it was notated that LSC will contribute £40k – the Vice-Chair asked the meeting if this was a good project for LSC funding – all members AGREED that it was.

7. Funding (to be an Agenda item at every meeting).

7.1 It was noted that there needed to be collective decisions regarding funding utilisations and the Theme Partnership should be the relevant vehicle. It was therefore AGREED this should be an Agenda item at all future TP meetings.

7.2 An ERDF paper is due to be published in the near future – it will be circulated to all members as soon as it's available.

8. Establishment of Task Groups.

8.1 The Agenda paper identified three possible Task Groups to be established – Local Information Systems, Olympics 2012 and Funding. It was noted that these had been chosen based on current requirements but there would inevitably be future pressure for additional ones. Further to the Chair's request for volunteers to be Task Group Chairs, Gary de Ferry offered to Chair the Olympics 2012 Group.

ACTION: further information on the formation process and possible Terms of Reference for Task Groups to be researched and circulated. **Bruce Clarke**

8.2 It was noted that further Groups already existed in Waltham Forest within the sphere of Employment and Enterprise – WorkNet, the Business Support Forum, the Disability Forum and the Providers Forum.

9. Any Other Business.

9.1 Leora Cruddas requested that the 14/19 Strategy be included on the Agenda for the next meeting.

10. Date of next meeting: Probably Tuesday 27th November 2007, 2.00pm – 4.00pm, Venue: tbc.

Agreed..... Chair Date.....

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