

## WALTHAM FOREST TOGETHER

### **Minutes of the meeting of the LSP Employment & Enterprise Theme Partnership held from 2.00pm – 4.00pm on Wednesday 23<sup>rd</sup> January in Committee Room 2, Waltham Forest Town Hall (DRAFT)**

#### **Present:**

Fawaad Shaikh (Chair) (FS)	Waltham Forest Business Board
Cllr Terry Wheeler (TW)	Portfolio Holder, Enterprise and Investment
Jason Vosa-Baigrie (JVB)	JobCentre Plus representative (alternate for Wally Steel)
Sarah Carrick (SC)	Learning & Skills Council representative
Gary de Ferry (GF)	WF Housing Association Liaison Group representative
Vernon Herbert (VH)	LBWF, Interim Assistant Director - Development
Julian Martin (JM)	Voluntary Sector representative per VAWF
Valentin Yombo Djema(VYD)	Voluntary Sector representative per VAWF
Iain Elliott (IE)	Waltham Forest Collegiate Board
Alison Dickens (AD)	North London Strategic Alliance
Patricia Salami (PS)	London Development Agency
Leora Cruddas (LC)	LBWF, Head of Education for Communities

#### **Officers**

Bruce Clarke (BC)	LBWF, Committee Manager
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#### **Also in attendance**

Anne Bonsor (AB)	LBWF, Head of Regeneration Programmes
Steph McEvaddy (SM)	LBWF, LSP Coordination Manager
Alun Jeremiah (AJ)	LBWF, Executive Support Officer

#### **1. Introductions and Theme Partnership appointments**

- 1.1 The chair welcomed everyone to this meeting of the LSP Employment & Enterprise Theme Partnership. All those present introduced themselves. No apologies had been received.

#### **2. Minutes of the meeting on 27<sup>th</sup> November 2007.**

- 2.1 Reviewed and agreed as presented – the Chair signed in confirmation.
- 2.2 Matters arising:
- Page 2, item 5.1 / Page 3, item 5.2 – Council Leader to arrange a meeting with senior JobCentre Plus representatives – this meeting hasn't yet been arranged (see item 3.2 below).

#### **3. Verbal feedback from the meeting with Government Office for London (GoL) re LAA Indicators 2008-11 relating to Economic Development.**

- 3.1 Steph McEvaddy identified that there had recently been two meetings with representatives from GoL, the first to specifically discuss indicators relating to Economic Development and the second as a general round-table discussion. A document was tabled showing the current position (still subject to further revision) of 64 indicators – 23 that GoL alone wish to be included, 13 that LBWF alone wish to be included and 28 others where both parties concur. By the end of the process there need to be just 35 jointly agreed indicators. It was noted that at the LSP Board meeting on 29<sup>th</sup> January a paper is to be submitted in order to start the prioritisation process. Thereafter a 'long list' must be submitted to GoL

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on 11<sup>th</sup> February.

3.2 Noted the following further comments:

- Concern regarding the group's ability to make constructive arguments for / against at this late stage.
- Need to add some local indicators to reflect the work being undertaken by this Theme Partnership.

**Action:** further consider local indicators at the group's next meeting

CD/BC

- Some indicators not specifically owned by the LSP (e.g. employment rate – JobCentre Plus (JCP) / skills – LSC); we must focus more on our local indicators.
- Although the process is to select 35 indicators from a list of 198 we still have to perform against the remaining 163 – targets for the chosen 35 are to be set by Central Government, we can set the targets for the remainder. The LAA will be delivering our SCS priorities with emphasis on education / skills / learning.
- The need for speed over the selection of indicators is an issue given the lack of complete knowledge.
- JCP viewpoint – NI151, can do something – NI152, City Strategy pilots – might prefer NI153 but previously we've had our fingers burnt regarding this indicator. Further evidence is required relating to the stretch targets contained within LAA1.
- VAT indicator / target – currently not included – again our fingers burnt previously – need to think again / have further discussion.
- Skills – LSC have done some work at a regional level – hotspots are NI163/4 (Waltham Forest doing quite badly, wanted it included) and NI161/2 (a lot of the budget has been taken up on this, identified by employers as a major gap in the market, a link to relevant data could be circulated).
- NI151/152 identified as a key aspiration – noted it's subject to a Working Neighbourhoods Fund challenge.
- The issue of severe mental health sufferers has been raised by GoL – 58% of these aren't in employment – could be covered by NI173.
- Confirmed that in connection with LAA1 there's a real need for the Chair of the LSP Board (Clyde Loakes, Leader of the Council) to arrange a meeting with a senior representative of JCP to discuss the relationship within the LSP context.
- Noted that WF isn't in favour of including NI6 – concerns about the methodology to be used regarding counting.
- Group members urged to keep to a minimum any further requests for inclusion of additional indicators.

BC to chase up with SC

BC to chase up with FS/JVB

**4. SCS Economic Development thematic paper: verbal feedback from presentation to Scrutiny Management Committee on 17<sup>th</sup> January.**

4.1 Vernon Herbert provided the following feedback:

- A lot of comments regarding linkages between the Thematic Papers (e.g. Transport and job creation).
- Concentrated on town centres / regeneration areas – agreed to go back to the Committee with a further paper specifically

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covering regeneration areas / town centres / transport infrastructure.

- Minimal comment on skills / education / training.

### 5. Employment & Enterprise Strategy – objectives / actions for the Theme Partnership to take ownership.

5.1 Chris Dransfield noted that the Strategy was a useful document - wanted to concentrate his presentation to the meeting on the six key objectives contained therein and what lies beneath them.

**Action:** circulate the presentation to all members of the Group.

**BC**

5.2 Noted the following comments based on the presentation:

- The Strategy itself has now been signed off – an Executive Summary of its contents will be produced and circulated.
- A related draft Action Plan / Work Programme within the presentation looked more detailed than that actually contained in the Strategy document - this presentation draft still requires further work and updating – a revised version to be prepared and circulated to all members for comment as soon as possible.
- It would be useful to incorporate into the revised draft document any / all linkages to both the Sustainable Community Strategy priorities and relevant LAA indicators.

**ACTION:** prepare and circulate to members a revised draft Action Plan / Work Programme, including linkages to SCS priorities and LAA indicators, for urgent comment / responses.

**CD**

- The Action Plan / Work Programme highlights some things that are / will only happen due to the Local Strategic Partnership. Need to keep referring back to outputs from the Plan / Programme and how they relate to the LAA indicators.
- Needs to be a health warning in the document concerning current adverse economic conditions.
- If members have information concerning any additional funding to be included within the Action Plan advise CD accordingly.
- Methodology concerning ways of measuring performance and success to be introduced in due course.
- Any comments regarding cross cutting between the Action Plan / Work Programme and other Strategies (i.e. regional / sub-regional) to be passed back to CD.
- The Plan / Programme to be regularly updated – must link to SCS priorities with the proper alignment.
- Raised the possibility of task/working groups to look after individual objectives – alternative suggestion ‘programmes allocated to task groups’ – to be further discussed outside the meeting.
- It was mentioned that the Strategy document, page 9, Delivery, 2<sup>nd</sup> paragraph had omitted the Voluntary Sector as members of the Employment and Enterprise Theme Partnership – this to be corrected.

**Action:** arrange to have suitable amendment made by Paul Convery.

**BC**

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- The Voluntary Sector needs to be more involved in the development of strategy
- In order to keep the LSP Board apprised of the Action Plan / Work Programme it might be necessary to amend the date of the next TP meeting.

**Action:** ascertain date of next LSP Board meeting and discuss possible change of date re next Employment and Enterprise TP meeting. **FS/BC**

### 6. Programmes and Funding – January 2008 update.

6.1 Chris Dransfield introduced the circulated update paper; the following comments were noted:

- The 2012 Job Brokerage offices have now moved from the Score Centre to the Leyton and Leytonstone WFD offices – also soon to include the Walthamstow WFD.
- JCP is helping to mobilise the WorkNet 2012 programme – two full-time advisers started this week. This programme will also be helping with other schemes (e.g. Building Schools for the Future / Town Centres regeneration / businesses).
- Need to ensure that the 2012 Stratford office also deals with areas beyond Newham.
- Waltham Forest council didn't participate as an employer at the recent Local Employment Partnership event – JCP is looking for a commitment to consider working with them to fill vacant situations – a JCP manager is available to speak with the relevant council HR individual.

**Action:** Chase up relevant contact at Cllr Wheeler's request.

**AJ**

- LBWF has an existing apprenticeship scheme – looking to expand for adults – should have progress by Spring 2008.
- Need a supply chain commitment from all partners, not just LBWF and WF PCT, including small businesses signing up.
- Construction Skills Centre – work starts in the next few days – completed the signing with EDF. Work to refurbish (Phase 1) starts in the next few weeks.

### 7. Any Other Business.

7.1 LC raised Child Poverty as an issue – noted the following:

- LC and CD met recently and discussed setting up a related working group under the auspices of Employment & Enterprise.
- CD advised that the council has no department specifically responsible for Child Poverty – E&E could be a natural link.
- LC noted specific LAA Indicator NI116 but also observed that other indicators were also involved.
- Both JCP and local providers would also need to be involved.
- Do we want to take ownership? – LSP Board need to provide guidance – could be a Task Group reporting directly to them.

**ACTION:** speak to Steph McEvaddy and others for guidance.

**BC**

7.2 JVB raised the issue of having Task Groups covering issues such as Skills and Providers; SC volunteered to work with JVB putting together a

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related paper for further consideration – this was Agreed.

**Action:** prepare a paper covering the creation of Task Groups.

**SC/JVB**

**Date of next meeting:** Provisionally Tuesday 18<sup>th</sup> March 2008, 2.00pm  
– 4.00pm, Venue: Town Hall Committee Room 6.

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

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