

Terms of Reference

LSP Economic and Regeneration Policy Group

1. Introduction

The City of Durham Local Strategic Partnership (LSP) has established six LSP Policy Groups, together with a cross-cutting group, through which partners of the LSP work to progress their collective aims. The collective aim of all partners within the LSP is to improve the quality of life for people who live in, work in and visit the City of Durham District.

These terms of reference provide a structure for the LSP Economic and Regeneration Policy Group and define its relationship to other groups, the Community Network, the LSP Executive Group and the LSP Board.

The Policy Group will endeavour to operate an inclusive partnership with an open and transparent style; contributions and involvement will be equally respected from all partners regardless of size, statutory status etc.

2. Statement of Purpose

'Ensuring the district has a strong and vibrant economic base for future development'

To operate as an open, transparent and inclusive partnership in which individuals, communities and organisations can become engaged with the providers of services, the private and public sector and the Local Strategic Partnership, in seeking to reach agreed objectives and priorities for the delivery of services, and thereby increase participation and raise achievement in economic and regeneration activities for everyone living and working in the City of Durham District.

3. Vision

To work together as a strong partnership to look to improve and maximise the economic and regeneration potential of all parts of the District and to encourage and develop business engagement in all elements of the group's work.

4. Aims of the LSP Economic and Regeneration Policy Group

- To encourage local public and private sector business partnerships to be engaged in the local employment initiatives
- To expand the work and membership of the Policy Group
- To identify gaps in existing business information sources and local business registers
- To encourage the establishment of training and recruitment schemes to increase local employment
- To support the introduction of new business support initiatives
- To encourage the expansion and further development of the "Fit for employment" scheme and "Future Business Magnates"
- To encourage youth enterprise and entrepreneurs
- To instil a work culture and a sense of personal responsibility in young people

- To promote “good news” stories to help develop a sense of opportunity and success

5. Main Functions of the LSP Economic and Regeneration Policy Group

- To develop a District-wide vision to consolidate the purpose of the Economic and Regeneration Policy Group.
- To identify a District-wide set of strategic aims, which fulfil the overall vision of the LSP Policy Group.
- To ensure that these aims reflect the aspirations and priorities identified by the local community with respect to the economy and regeneration.
- To identify and analyse issues connected with the economy and regeneration, and consider their inter-relationships with the issues relevant to other policy groups.
- To facilitate the development of a partnership approach with all local service providers to ensure linked agendas and a focussed, shared vision in the production of strategies and other relevant initiatives which improve quality of life through creating sustainable communities.
- To drive partnership working with community groups and initiatives at a local and district level to improve quality of life and promote social inclusion.
- To disseminate agency held information and strategies which contribute to LSP endorsed strategies to avoid duplication and wasted resources.
- To work with communities suffering high levels of social deprivation to bring about regeneration and improvement to people’s quality of life.
- To ‘bend’ mainstream funding, and identify other potential sources of funding, to meet agreed aims.
- To establish if necessary, and / or liaise with, other groups or partnerships operating within the District covering issues relating to the local economy and regeneration.
- To review the vision and aims on an annual basis, to ensure that the LSP Policy Group is continuing to respond to agreed priorities.
- To ensure effective liaison is maintained with similar groups within the neighbouring LSPs and the County Durham Strategic Partnership, through representation and the referral of relevant issues.

6. Membership

Membership of the Policy Group will be open to any organisation or group active in the sectors of economic development and/or social regeneration. Members may be drawn from statutory, commercial, not for profit agencies, schools, colleges, and voluntary/community service providers and residents and tenants.

Each agency or organisation on the Policy Group will be expected to ensure that their representation is at an appropriate level in their structure. This can be expressed as a senior officer or key individual, who is able to influence the responses of their organisation. They will be committed to ensuring that there is an active dialogue between their organisation and the Policy Group.

Delegate representation will be subject to the approval of group members, and will include the group meetings themselves, and any task groups, etc. that may be convened from time to time.

Membership of the group will be reviewed and new members will be encouraged on an ongoing basis.

Current members include:

Esh Group
J G Archibalds
Durham Organics Ltd
NECC
Job Centre Plus
Durham University
New College
Ribble Consultants
Durham Business Club
CDC Enterprise Agency
Durham & Darlington Race Equality Council

7. Chairperson/Co-ordinator

Each group is expected to provide a Chairperson who will represent the group on the LSP Executive Group and facilitate the working of the Policy Groups meetings by securing the equal involvement of all partners to ensure discussions are reflective of the breadth of representation and perspectives. Each group is required to provide a co-ordinator who will establish the agenda of items to be discussed by the group in partnership with the Chairperson, and support implementation of decisions made by the group.

The Chairperson has been appointed by the group and will serve for 3years, after this period the Chair may be re-elected for a further 3 years. The current chairperson is Mr Brian Manning – Chief Executive, Esh Group Ltd. The Co-ordinator has been agreed in consultation with the LSP Group Members and in this instance is Mr John Tindale – Economic and Community Development Manager – City of Durham. Secretariat for the group is provided through the Co-ordinator.

8. Frequency of Meetings

It is expected that the Policy Group will meet every two months to fit in with the Executive Group/LSP Board's reporting arrangements and timetables. Further meetings, specific project meetings and the like may take place as frequently as the members of the group deem necessary to discharge the work of the group. Any decision making will require a quorum of 1/3 of the group's membership.

9. Performance Monitoring

A suite of relevant indicators will be developed to enable monitoring of relevant targets. Performance monitoring will take place on a quarterly basis and all partners must provide previously agreed information as requested.