

Meeting: Enterprise Board

Date: 8 September 2008

Report Title: Enterprise Board Terms of Reference 2008/09

Report of: David Hennings – Assistant Director, Economic Regeneration

Summary:

This report presents the Enterprise Board's Terms of Reference and draft Membership for 2008/09.

The full Terms of Reference are attached as Appendix 1 of this report.

Recommendations:

1. That the Enterprise Board confirms its Terms of Reference for 2008/09.

Financial/Legal Comments:

N/A

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Appendix 1: Enterprise Board ToR 2008/09

Rationale

The Enterprise Board is a strategic body forming part of the Haringey Strategic Partnership (HSP). Together with the other five thematic partnerships¹ the Enterprise Board will deliver the priorities set out in the Haringey Sustainable Community Strategy (SCS) 2007 to 2016:

- People at the heart of change
- An environmentally sustainable future
- Economic vitality and prosperity shared by all
- Safer for all
- Healthier people with a better quality of life
- People and customer focused

The vehicle for delivering the SCS priorities will be the Local Area Agreement (LAA), which is operational for the three years 2008/09 to 2010/11. The Enterprise Board will have specific responsibility for delivering the enterprise and employment and skills related targets contained in the LAA.

Aims

- Develop and implement enterprise and employment and skills strategies and initiatives in line with the priorities set out in the SCS and LAA.

Objectives

- To deliver the priorities, projects and targets set out in the SCS and LAA, on behalf of the HSP.
- To monitor and evaluate the effectiveness of strategies and initiatives relating to enterprise and employment and skills.
- To ensure that the agreed vision and priorities of the Enterprise Board are reflected in the business plans of partner organisations.
- To disseminate decisions and actions to the Haringey Employment Partnership Board and the Haringey City Growth Board.
- To ensure that the Enterprise Board receives regular updates on the activities of the Haringey Employment Partnership Board and the Haringey City Growth Board.
- To conduct financial and performance monitoring on a quarterly basis.
- To ensure that information about the work of the Enterprise Board is disseminated to the main HSP board and the remaining five thematic partnerships.

¹ The other five thematic partnerships are: Safer Communities, Better Place, Wellbeing, Children and Young People and Integrated Housing

Actions

Deliver the LAA enterprise related National Indicators (NIs):

- NI 153: Working age people claiming out of work benefits² in the worst performing neighbourhoods – a reduction of 4.7 percentage points.
- NI 171: New business registration rate (Data to set a target for this indicator will not be available until at least October 2008).

Deliver the LAA enterprise related stretch targets:

- Number of people from priority neighbourhoods³ helped into sustained work⁴
 - 120 long-term (6 months or more) Job Seekers Allowance claimants
 - 110 lone parents and adult carers
- Number of residents on Incapacity Benefit for 6 months or more helped into work of 16 hours per week or more for at least 13 weeks.

Deliver the LAA enterprise related local targets:

- Adults achieving a Skills for Life qualification and entered employment and those gaining a qualification in the workplace (target to be determined pending outcome of internal LSC discussions).
- Adults achieving a full level two qualification and entered employment and those gaining a qualification in the workplace (target to be determined pending outcome of internal LSC discussions).
- Number of registered Haringey Guarantee participants with a completed better off calculation (400 by March 2009).

Assist with delivering other relevant LAA targets:

- NI 116: Proportion of children in poverty – a reduction of 5.9 percentage points).
- NI 117: 16 to 18 years olds who are not in education, training or employment (NEET) – a reduction of 2.7 percentage points.

Deliver national Public Service Agreements/Floor Targets relevant to enterprise and employment and skills:

- Increase in Haringey's overall employment rate
- Increase the employment rates of:
 - disabled people
 - lone parents
 - ethnic minorities

² Out of work benefits include: Job Seeker Allowance, Incapacity Benefit/Severe Disablement Allowance, Income and Support and Pension Credit

³ The priority neighbourhoods are the 12 Haringey wards with the worst initial labour market position.

⁴ The definition of sustained work is 16 hours or more a week for at least 13 weeks.

- people aged 50 and over
 - people with lowest qualifications
 - people living in the most deprived local authority wards
- Reduction in the number of people claiming working age out of work benefits
 - Reduction in the amount of time people spend on out of work benefits
 - Increase the number of new business registrations
 - Increase the self employment rate

Operational Protocol

Membership

See Appendix i for membership list.

- Members of the partnership will communicate to their organisations decisions made by the Enterprise Board.
- Members will agree to work co-operatively with each other
- Work in the spirit of partnership and be the ambassadors of the Enterprise Board in Haringey and work within the criteria laid down by the HSP.
- Members who are unable to attend an Enterprise Board meeting will send a representative in their place.

Meetings

- The Chair to ensure meetings are democratic, orderly, start punctually and move in a timely way through the agreed agenda.
- The Chair to ensure members are able to contribute effectively to deliver the aims and objectives of the Enterprise Board.
- Ordinary Meetings will be held four times a year at an appropriate venue within the borough.
- The agendas, papers and notes of Enterprise Board meetings will be made available to members of the public after proceedings.
- Declarations of interest will be a standard item on the Enterprise Board's agendas.

- Additional sub-groups and special meetings will be arranged accordingly.

Decision Making

- Decisions will be made on the basis of majority vote.
- To make decisions meetings must be quorate. A meeting is quorate if at least 5 members are present.

Secretariat support provided by Economic Regeneration and Committee Services:

- Maintain membership
- Organise and service meetings
- Provide policy support, advice, and reports
- Liaise between agencies
- Liaise between other theme boards
- Other duties that may fall under the remit of the Enterprise Board

All Agendas and reports to be dispatched or circulated 7 working days before the meeting. Additional/late items can be tabled at the discretion of the Chair.

Appendix i

Membership

Chair

Dr. Ita O'Donovan, Chief Executive, Haringey Council

Vice Chair

Cllr Kaushika Amin, Cabinet Member for Enterprise and Regeneration, Haringey Council

Members

Business Link for London

College of North East London (CONEL)

Community Link Forum

Connexions North London

Greater London Enterprise

Haringey Association of Voluntary and Community Organisations (HAVCO)

Haringey Council

Haringey Teaching Primary Care Trust

Jobcentre Plus

Learning and Skills Council London North

Mall Management

North London Business

North London Chamber of Commerce

Observers

London Development Agency