

ONE HULL EARNING Strategic Delivery Partnership (SDP) Terms of Reference

Aim

The ONE HULL EARNING Strategic Delivery Partnership aims to:

- Improve the quality of life of all those who live in, work in, and visit Hull, by establishing and implementing strategies and action plans to deliver EARNING, as set out in the Community Strategy.
- Contribute to the creation of, and support to, sustainable communities across the City.
- Ensure delivery of specific activities in support of the Working Neighbourhoods Fund.
- Promote active citizenship, which enables and empowers all Hull citizens to participate in the development of their communities, and in the enhancement of local democracy.

Purpose

1. Provide executive leadership for the delivery of the outcomes of ONE HULL, in relation to EARNING.
2. Co-ordinate the delivery of the Community Strategy, Local Area Agreement and Working Neighbourhoods Fund in relation to EARNING.
3. Undertake initial monitoring and evaluation against agreed targets in relation to EARNING, and report to the Executive Group on progress against the priorities and outcomes of the Community Strategy and Local Area Agreement.
4. Promote consistency and coherence of programme delivery plans in relation to EARNING, ensuring alignment with ONE HULL's priorities.

Objectives

- To form a strategic overview of the needs and opportunities of the City in relation to EARNING, based on regular and comprehensive research, analysis and consultation.
- To devise effective mechanisms for joint planning and policy making between partner agencies and organisations involved, based on the creation of a shared strategy/implementation plan relating to EARNING.
- To develop and then endorse projects applying for commissions using Working Neighbourhood funding and support their approval at Executive Group meetings.
- To performance manage approved projects and ensure that activities relevant to the SDP and contributing to LAA2 are supported, and reported in line with the ONE HULL Performance Management Framework.
- To establish appropriate sub-partnerships and task groups, as agreed by the Executive Group, to co-ordinate the formulation and implementation of specific tasks and targets as set out in the strategy/implementation plan.
- To establish appropriate mechanisms for shared funding and resourcing of the partnership's activities, including overseeing and co-ordinating joint bids for external

funding, and the creation of pooled budgets, with the agreement of the strategic planning executive of each partner agency.

- To oversee and co-ordinate the arrangements for promoting joint working between all local agencies and groups with an interest in EARNING, and participation by local communities in joint action initiatives.
- Establish clear and effective working relationships with the City's area partnerships to ensure effective delivery of EARNING priorities at area level.
- To monitor and report progress on a quarterly basis or more frequently on an exception basis to the Executive Group.
- To participate in reviews undertaken by the Council's Overview and Scrutiny Commissions, as requested, on specific issues relating to the delivery of the Community Strategy and Local Area Agreement.
- To analyse the implications of external strategic developments on the work of the partnership and ensure effective communication of these, to ensure the City benefits from new opportunities and the partnership responds effectively.

Accountability

- The EARNING partnership is accountable to the Executive Group, and will report regularly on its activities to the Executive Group.
- Delivery of the initiatives, projects and targets set out in the EARNING Strategy/Implementation Plan shall be subject to regular formal review by the Council's Corporate Overview and Scrutiny Commission.
- Local delivery of the EARNING strategy will be subject to regular review through the area partnerships to ensure local needs are met and to ensure that outcomes are achieved at neighbourhood level.
- An annual City-wide conference shall be held to review and report on progress against the Community Strategy, and the EARNING partnership will actively participate in this.
- An annual report shall be produced outlining the Partnership's activities and progress against agreed targets and milestones.

Membership

- The EARNING partnership will comprise members across the public, private and voluntary/community sectors.
- The total membership will be **XXXX**, comprising **X** members from each sector .
- Membership will be selected by the partnership based on the focus of activity, and the membership shall reflect the characteristics and aspirations of the area and the opportunities for development identified in the EARNING partnership's Strategy/Implementation Plan. Full membership of the EARNING partnership as agreed at October 2009 is detailed in **appendix 1**.
- Individual members will be chosen according to the relevance of their interest, experience, and expertise to the work of the EARNING partnership.
- The EARNING partnership will draw on the expertise of advisers when required.
- Membership will be reviewed annually.

Frequency of Meetings

- EARNING partnership meetings will take place every six weeks.

Quorum

- The Quorum for meetings will be one third of the representatives of the partnership.
- For a meeting to be quorate, all three sectors must be represented.

Chair and Deputy Chair

- The Chair and Deputy Chair will be elected by the EARNING partnership at its first meeting each year, unless this is specified in statute.

Changes to these Terms of Reference

- The terms of reference will require the approval of The Executive Group.
- The terms of reference will be reviewed annually.

APPENDIX 1

ROLE	MEMBER
(1) CHAIR (2) Humber Economic Partnership	Richard Tuplin The Insurance Partnership
(1) DEPUTY CHAIR (2) Elected Member and Portfolio Holder with responsibility for EARNING Local Area Agreement targets	Councillor Kalvin Neal (Kingston upon Hull City Council)
(1) SUGGESTED ONE HULL Executive Group member with portfolio for the EARNING theme	TBC
(1) Head of Regeneration & Economic Development (2) Regeneration Chairs Group	Mark Jones (Kingston upon Hull City Council)
Chair of Employment & Skills sub-group	TBC
Chair of Enterprise sub-group	TBC
Chair of Investment Planning sub-group	Malcolm Relph (Kingston upon Hull City Council)
ONE HULL Business Forum representative	Peter Duffield (Smailes Goldie)
ONE HULL Business Forum representative	Keith Gilby (BCG Bridgepoint)
ONE HULL Business Forum representative	Nick Miller (James Legal)
ONE HULL Business Forum representative	Paul Fielder (Lime Propety)
ONE HULL Business Forum representative	Darren Glew (Eltherington Aluminium)
ONE HULL Business Forum representative	Iain Bland (Paragon Data Services)
ONE HULL VCS Forum representative	Bernard Pieper (CASE Training)
ONE HULL VCS Forum representative	Steve Altoft (PROBE Ltd)
Hull & Humber Chamber of Commerce	TBC
Federation of Small Businesses	TBC

Institute of Directors	TBC
Government Office for Yorkshire and the Humber	Helen Gibson
Yorkshire Forward	TBC
Jobcentre Plus	John Duffil
Local 14-19 partnership lead	Richard Stevens (Kingston upon Hull City Council)
University of Hull (SUGGESTED SUB-GROUP)	Bill Walker
Hull College (SUGGESTED SUB-GROUP)	TBC
NHS Hull (SUGGESTED SUB-GROUP)	Neil Pease
Hull & East Yorkshire Mental Health Trust (SUGGESTED SUB-GROUP)	TBC
Business Link Yorkshire (SUGGESTED SUB-GROUP)	Paula Gouldthorpe
Hull Forward (SUGGESTED SUB-GROUP)	Andrew Hirst
Gateway (SUGGESTED SUB-GROUP)	TBC
BSF / ESTEEM (SUGGESTED SUB-GROUP)	TBC
Citycare / LIFT (SUGGESTED SUB-GROUP)	TBC
Administrative Support	Ben Delaney ONE HULL Business Forum
Administrative Support	Nick Pontone ONE HULL Business Forum
Administrative Support	Chris Howell ONE HULL Executive Team
TOTAL	34 (25?)

* Numbers denote where one member fulfils more than one role