

Public Document Pack



Thursday, 26 January 2023

To: Members of the MCA - Education, Skills and Employability Board and Appropriate Officers

You are hereby invited to a meeting of the South Yorkshire Mayoral Combined Authority to be held at **South Yorkshire MCA, 11 Broad Street West, Sheffield, S1 2BQ**, on: **Monday, 6 February 2023 at 2.00 pm** for the purpose of transacting the business set out in the agenda.

A handwritten signature in black ink that reads 'Martin Swales'.

Martin Swales
Chief Executive and Head of Paid Service

Member Distribution

Councillor Sir Steve Houghton CBE (Co-Chair)
Councillor Lani-Mae Ball
Councillor Robert Frost
Kate Josephs
Kevin Kerrigan

Councillor Denise Lelliott
Clare Monaghan
Councillor Martin Smith

Barnsley MBC
Doncaster MBC
Barnsley MBC
Sheffield City Council
Sheffield Hallam University -
LEP Member
Rotherham MBC
SYMCA Executive Team
Sheffield City Council

MCA - Education, Skills and Employability Board

Monday, 6 February 2023 at 2.00 pm

Venue: South Yorkshire MCA, 11 Broad Street West, Sheffield, S1 2BQ



Agenda

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1.	Welcome and Apologies	Chair	
2.	Declarations of Interest by individual Members in relation to any item of business on the agenda	Chair	
3.	Urgent items / Announcements	Chair	
4.	Public Questions of Key Decisions	Chair	
5.	Minutes from Last Meeting	Chair	5 - 18
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7.	Regional Skills Advisory Board Update	Angela Foulkes	Verbal
8.	Programme Performance and Approvals	Sue Sykes	25 – 28
9.	Skills Strategy Update	Roger Wilde	29 – 32
10.	Apprenticeships Update	Khalil Kirkwood	33 – 38
11.	All Age Careers Group Update	Keir Birch	Verbal
12.	Multiply Contracting Approach	Adam Greenwood	39 – 44
13.	Forward Plan	Chair	45 – 46
14.	Any Other Business	Chair	
Date of next meeting: Thursday, 29 June 2023 at 10.00 am			
At: South Yorkshire MCA, 11 Broad Street West, Sheffield, S1 2BQ			

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MCA - EDUCATION, SKILLS AND EMPLOYABILITY BOARD

MINUTES OF THE MEETING HELD ON:

MONDAY, 12 DECEMBER 2022 AT 2.00 PM

REMOTE



PRESENT:

Councillor Sir Steve Houghton CBE (Co-Chair)	Barnsley MBC
Dan Fell (Co-Chair)	South Yorkshire LEP
Councillor Victoria Cusworth (Reserve)	Rotherham MBC
Councillor Robert Frost	Barnsley MBC
Kevin Kerrigan	Sheffield Hallam University - LEP Member
Councillor Ben Miskell (Reserve)	Sheffield City Council
Jim Dillon	South Yorkshire MCA

IN ATTENDANCE:

Adam Greenwood	Assistant Director Employment & Skills	
Clare Monaghan	Executive Director of Policy and Strategic Development	SYMCA Executive Team
Sue Sykes	Assistant Director - Procurement, Contracts and Programme Controls	SYMCA Executive Team
Angela Foulkes	Guest	
Sarah Pugh	Minute taker	

APOLOGIES:

Councillor Lani-Mae Ball	Doncaster MBC
Kate Josephs	Sheffield City Council
Councillor Denise Lelliott	Rotherham MBC
Councillor Martin Smith	Sheffield City Council

50 Welcome and Apologies

The Chair welcomed attendees to the meeting.

Apologies for absence were noted as above.

51 Declarations of Interest by individual Members in relation to any item of business on the agenda

It was noted that the Monitoring Officer had, in accordance with the

Constitution, granted a dispensation for the members of this Board who are also Members of the constituent Local Authorities, relieving those Members from the restriction on participating and voting on Item 10 on this agenda by virtue of any pecuniary interest they have arising from their status at the constituent Local Authorities, on the grounds that the business of the MCA would be impeded without the dispensation.

The following declarations of interest were made by members and observers:

- Dan Fell since the last meeting had become a Governor of the DN Colleges Group.
- Professor Kevin Kerrigan's employer, Sheffield Hallam University is a participant in skills provision programmes.

Angela Foulkes, in relation to capacity as Sheffield College Chief Executive.

52 **Urgent items / Announcements**

None.

53 **Public Questions of Key Decisions**

None.

54 **Minutes from Last Meeting**

RESOLVED: That the minutes of the meeting held on 26th October 2022 be agreed as a true record, with the amendment that Angela Foulkes was in attendance.

55 **Matters Arising / Action Log**

It was noted that the further detail on Adult Education Budget financial performance requested by the Board was provided in Agenda Item 10 of this meeting.

RESOLVED: to note updates to the Action Log.

56 **South Yorkshire Bus and Coach Driver Training and Retention Programme Proposal**

The South Yorkshire Bus and Coach Driver Training and Retention Programme Proposal was presented to the Board. The purpose of this proposal was to create a programme which responded to ongoing issues with the training, recruitment and retention of bus and coach drivers in the region.

The proposal was modelled on a similar scheme which had taken place in West Yorkshire. It would specifically focus on signposting participants to employment opportunities within SME operators in the region and would be funded through the Adult Education Budget (AEB).

Members of the Board expressed a desire for the larger bus operators in the region to make contributions to the scheme, such as supporting in raising

awareness of it. It was confirmed that the MCA had been working collaboratively with providers to address the challenges of driver recruitment and retention through the Enhanced Partnership and Transport and Environment Board. The larger operators already had significant training programmes in place, but this programme would specifically seek to support smaller operators. It was added that larger providers were more likely to remove less profitable services, and this scheme would also seek to protect those routes.

It was also asked whether bus companies in the region were working with the MCA to enable residents to access other types of work.

ACTION: Executive Director of Strategy & Development - to take forward an action to explore with transport colleagues opportunities to gain contributions from operators.

It was confirmed that the performance of such a programme would be reported back to the Board using existing regular programme performance reporting, including the possibility of reporting on the employment outcomes of participants with large or SME operators.

The Board asked what aspect of the programme would address the retention problem with drivers. A response was given that the programme would seek to support those who show an interest in bus driving by connecting them with opportunities for training and employment across the region and support smaller operators share good practice in the retention of their drivers. There was also an ongoing piece of work at the MCA on safety for staff and passengers on public transport, which would contribute to some of the challenges faced in customer service roles.

RESOLVED: That the Board agree to the use of £385,000 AEB funds and to allow authority to commission the project.

57 **Multiply Contracting Approach**

(Angela Foulkes left the meeting.)

A paper seeking approval for the commissioning approach of the Multiply programme in 2022/23 and for 2023/24 and 2024/25 was presented to the Board. It set out proposals on how commissioning the first year of the programme, part of the People and Skills funding of the UK Shared Prosperity Fund.

RESOLVED: That the Board approves the recommendations in the report.

58 **Skills Bootcamps - Wave 4**

(Angela Foulkes re-entered the meeting.)

A report seeking permission to progress with the application of Wave 4 of Skills Bootcamps was presented to the Board. It outlined a skills programme which sought to progress individuals into employment or new roles within digital skills,

green skills, and in health and professional services leadership and management.

A grant of £724,000 was being sought for the first tranche, with confirmation from the Department for Education (DfE) expected in December or January.

The Board asked whether the employment outcomes committed to in this programme were achievable. It was confirmed that, as the DfE placed a strong focus on employment outcomes in Skills Bootcamps delivery, realistic targets had been set in the proposal. However, it was recognised that achieving these employment outcomes would be a challenge.

The Board welcomed the proposal and requested that it be closely aligned with Local Authority skills strategies, and engagement with the needs of employers in the region.

ACTION – Assistant Director Employment & Skills: to align delivery of Skills Bootcamps with Local Authority skills strategies, and to engage with the needs of employers in the region in relation to them.

RESOLVED: That the Board approve:

1. The subject areas for Wave 4.- Skills Bootcamps as set out in paragraph 2.2 below.
2. Delegated authority to Head of Paid Service and Chief Finance Officer to apply for Wave 4 - Skills Bootcamps.

59 **Adult Education Budget Policy Update**

(Angela Foulkes left the meeting.)

A report proposing updates to Adult Education Budget Policy was presented to the Board. It gave detail on performance of AEB providers in 2021/22.

RESOLVED: That the Board approves the recommendations in the report.

60 **Careers Strategy Sub Group Proposal**

(Angela Foulkes re-entered the meeting.)

A report proposing establishment of the South Yorkshire Careers Group (All Age) sub-group was presented to the Board. It was noted that, though the subjects covered in such a sub-group are already part of the MCA's work, this group would provide more opportunities to discuss and address strategic challenges within careers strategies.

The sub-group would feed into the Education Skills and Employability (ESE) Board, with a standing agenda item to update on its work at each ESE meeting.

The Board made the following suggestions for additions to the group's membership:

- A representative from the South Yorkshire Colleges Group
- Greater representation for adult career pathways

It was acknowledged that it may take some changes to the Group's membership to reach its final formation, but that the pipeline to schools currently needed more support, and so was a strong focus in its membership.

It was noted that MCA Officers would be meeting with the Department for Work and Pensions regarding the National Careers Service, and how it would feed into this area.

RESOLVED: That the board:

1. Support the formation of a sub-group to the board from the All-Age Careers group
2. Agree the terms of reference proposed in Appendix A

61 **Regional Skills Advisory Board Update**

A verbal update was given to the Board on the Regional Skills Advisory Board, noting that:

- It was agreed at the previous meeting that the work of the Skills Accelerator Board and the Skills Advisory Network would be combined into the Regional Skills Advisory Board (RSAB).
- The RSAB had met for the first time in November, with a broad range of stakeholders represented and positive discussions had.

A key focus for the RSAB in future would be:

- Providing advice and solutions to feed into the MCA's work, specifically regarding rolling out a curriculum of 'green skills' with employers.
- Following the establishment of an MCA Skills Strategy, investigating how to add new approaches and more value to the MCA's skills work.
- Having greater involvement in the work of the ESE Board; taking direction from it and suggesting discussion topics and solutions to be raised at ESE Board meetings.

The Board welcomed the update, and suggested that there was possible work to be done to confirm the relationship between the ESE Board, RSAB and Careers Strategy Sub-Group.

RESOLVED: to note the update.

62 **Any Other Business**

None.

In accordance with Combined Authority's Constitution/Terms of Reference for the Board, Board decisions need to be ratified by the Head of Paid Services (or their nominee) in consultation with the Chair of the Board. Accordingly, the undersigned has consulted with the Chair and hereby ratifies the decisions set out in the above minutes.

Signed

Name

Position

Date

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Open and Recently Completed Actions

Meeting Date	Minute No	Action	Action Owner	Update	Status
12/12/22	56	<p>South Yorkshire Bus and Coach Driver Training and Retention Programme Proposal</p> <p>Minute:</p> <p>It was also asked whether bus companies in the region were working with the MCA to enable residents to access other types of work.</p> <p>ACTION: Executive Director of Strategy & Development - to take forward an action to explore with transport colleagues opportunities to gain contributions from operators.</p>	C Monaghan		Complete
12/12/22	57	<p>Multiply Contracting Approach</p> <p>Minute:</p> <p>Board members welcomed the approach, but expressed some concerns regarding how the funding had been rolled out in 2023/24 and 2024/25, and requested greater collaboration with Local Authorities in delivering future years of the fund.</p>	C Monaghan		Complete

Meeting Date	Minute No	Action	Action Owner	Update	Status
		ACTION: Executive Director of Strategy and Development – to agree an approach for 2023/24 and 2024/25 funds that addresses the Board's concerns.			
12/12/22	58	<p>Skills Bootcamps - Wave 4</p> <p>Minute:</p> <p>The Board welcomed the proposal and requested that it be closely aligned with Local Authority skills strategies, and engagement with the needs of employers in the region.</p> <p>ACTION – Assistant Director Employment & Skills: to align delivery of Skills Bootcamps with Local Authority skills strategies, and to engage with the needs of employers in the region in relation to them.</p>	C Monaghan		Complete

Completed Actions

Meeting Date	Minute No	Action	Action Owner	Update	Status
29/06/2022	23	<p>Skills Bootcamps</p> <p>Minute: A Foulkes offered to pass on learning from the Yorkshire and Humber Digital Skills Bootcamp which has already been commissioned.</p>	A Foulkes	A Foulkes and A Hartley (Executive Director Commercial & Operations at Sheffield College) have spoken with Roger Wilde	closed

Meeting Date	Minute No	Action	Action Owner	Update	Status
		ACTION A Foulkes: share Digital Skills Bootcamp learning with R Wilde.		about Bootcamps in July/August.	
20/07/2022	35	<p>Any Other Business</p> <p>The Board requested an update on the progress of the Skills Strategy.</p> <p>ACTION: The Corporate Director of Business and Skills agreed to arrange for the Board to be updated on the progress of the Skills Strategy.</p>	J Dillon	To be covered at 26/10 meeting.	closed
29/06/2022	21	<p>Adult Education Budget - 2022/23 Grant Provider Commissioning Update and Reallocations Process</p> <p>Minute:</p> <p>ACTION J Dillon and H George: convene a meeting of the partners within 2 weeks, with a view to reconvening the Board as soon as possible afterward.</p>	J Dillon	New meeting is being organised	Closed
	25	<p>Apprenticeship Hub Proposal</p> <p>ACTION H George: ensure that Officers from Local Authorities are involved in bringing together this work.</p>	H George		Closed
	29	Any Other Business		training was provided to Members directly after the meeting with regard	Closed

Meeting Date	Minute No	Action	Action Owner	Update	Status
		<p>Minute: Councillor Martin Smith asked what arrangements could be made for supporting members with considering restricted items in order to avoid disagreements.</p> <p>ACTION: process for issuing restricted items and support for members on restricted items to be reviewed.</p>		to accessing restricted papers.	
08/03/2022	9	<p>Adult Education Budget Procurement for 22/23 academic year – Verbal</p> <p>Minute: H George provided the Board with a commercial in confidence presentation on the Adult Education Budget (AEB) procurement for the 2022/23 academic year.</p> <p>In response to a query from Councillor Turpin regarding land-based courses, H George said that she would be happy to discuss this element further with Councillor Turpin outside of today's meeting.</p>	R Wilde	<p>H George has delegated this action to R Wilde.</p> <p>R Wilde has included a deeper dive into the supply and demand for local Green skills including Land based courses within the SAN MOU activity which is part of the agenda item 14 SAN update on the 29th June.</p>	Closed
26/10/2022	43	<p>Local Skills - Labour Market Information Report</p> <p>Minute:</p> <p>ACTION: Councillor Ball offered to share work from Doncaster MBC on skills resilience and talent innovation with the Board.</p>	Cllr Lani-Mae Ball	Shared by email with Board on 28/11	Closed

Meeting Date	Minute No	Action	Action Owner	Update	Status
26/10/2022	43	<p>Local Skills - Labour Market Information Report</p> <p>Minute:</p> <p>Angela Foulkes proposed combining the work of the SAN and the Skills Accelerator Board, and to report their work to the MCA Education, Skills and Employability Board. The Board welcomed this approach, with the intention that this combined group would deliver priority areas of research, work with employers to identify gaps in skills provision, and produce recommendations.</p> <p>ACTION: Angela Foulkes to share a brief with the Board on combining these two groups.</p>	Angela Foulkes	Shared by email with Board on 15/11	Closed
26/10/2022	43	<p>Local Skills - Labour Market Information Report</p> <p>Minute:</p> <p>ACTION: A standing agenda item for SAN updates to be added to future agendas.</p>	Dem Services	Added to agendas from 12/12 onwards	Closed
26/10/2022	43	<p>Local Skills - Labour Market Information Report</p> <p>Minute:</p> <p>ACTION: Angela Foulkes to share the Green Skills and Jobs Report with the Board.</p>	Angela Foulkes	Shared by email with Board on 15/11	Closed
26/10/2022	43	<p>Local Skills - Labour Market Information Report</p>	Dem Services	Published on 08/11	Closed

Meeting Date	Minute No	Action	Action Owner	Update	Status
		Minute: ACTION: Local Skills Labour Market Information report to be published on the MCA Website.		https://southyorkshire-ca.gov.uk/Explore_South-Yorkshire-LMI	
26/10/2022	44	Programme Performance Minute: ACTION: Assistant Director Procurement, Contracts & Programme Controls to provide more detail on local performance in the updated reporting cycle.	Sue Sykes	To be covered in 12/12 meeting.	Completed
26/10/2022	45	Skills Strategy Update Minute: ACTION: Senior Development Manager to extend invitations to workshops to Board members.	Roger Wilde		Completed
26/10/2022	48	Adult Education Budget Policy Update Minute: ACTION: Assistant Director Procurement, Contracts & Programme Controls to circulate agreed decisions on changes to the AEB outside of Board meetings.	Sue Sykes	To be covered in 12/12 meeting.	Completed



Education Skills and Employability Board

06 February 2023

Programme Approval and Performance Report

Is the paper exempt from the press and public?	No
<i>Reason why exempt:</i>	Not applicable
Purpose of this report:	Funding Decision
Is this a Key Decision?	Yes
Has it been included on the Forward Plan?	Yes

Director Approving Submission of the Report:
Gareth Sutton, Chief Finance Officer/s73 Officer

Report Author(s):
Sue Sykes – Assistant Director – Programme and Performance Unit
Sue.sykes@southyorkshire-ca.gov.uk

Executive Summary

This paper provides the Board with the latest information on the Education, Skills and Employability programmes being delivered on behalf of the MCA highlighting management actions being taken to mitigate risk. The report also seeks approval to award contracts for Bootcamp funding.

What does this mean for businesses, people and places in South Yorkshire?

Through the delivery of the programme the MCA is investing in the people and businesses of South Yorkshire which support the MCA's aspirations. Performance information supports the robust oversight and management of this delivery

Recommendations

That Board members consider:

- Delegated authority be given to the Head of Paid Service in consultation with the Section 73 and Monitoring Officer to enter into legal agreements for the Bootcamp programme.
- The information provided to identify future performance reporting, deep-dives or significant areas of risk

Consideration by any other Board, Committee, Assurance or Advisory Panel

None

1. Background

1.1 This paper seeks approval to award legal agreements for Bootcamp funding and gives performance highlights of the Adult Education Budget.

1.2 Adult Education Budget 2022/23 (AEB)

Financial Performance

The MCA currently has twenty-four partners delivering provision across the AEB programme. Performance is monitored against both input through funding applied (expenditure) and output (achievement).

Current contracted allocations total £35.26m and are as follows:

- Core AEB (allocated to grant providers) - £24.26m
- Growth (allocated to grant providers) - £3.11m
- L3 Free Courses For Jobs (FCFJ) (allocated to grant providers) - £1.05
- Procured Activity - £6.84m

1.2 At the end of December 52% of profiled expenditure has been achieved on Core provision, however this will increase at RO6 when submission of Community Learning expenditure is collated. L3 FCFJ expenditure against profile is 72% and procured provision is 92% which is an improvement compared to this point last year.

1.3 Learner Information

RO5 reported information via the ILR shows there are 18,624 participants enrolled on AEB funded provision across South Yorkshire. The table below shows the geographical spread.

	Barnsley	Doncaster	Rotherham	Sheffield
Grant FE	2174 (15%)	3988 (28%)	2429 (17%)	5728 (40%)
L3 FCFJ	51 (16%)	99 (32%)	43 (14%)	117 (38%)
Lot 1	97 (5%)	234 (12%)	396 (28%)	1208 (62%)
Lot 2	75 (16%)	84 (18%)	142 (31%)	161 (35%)
Lot 3	19 (3%)	74 (12%)	84 (13%)	456 (72%)
Lot 4	151 (16%)	307 (32%)	251 (26%)	256 (26%)
Total	2567	4786	3345	7926

1.6 Data indicates:
 88% of activity is via grant funding.
 Sheffield residents account for 42.55% of learners and 47.6% of funding.

Of the provision delivered to Doncaster residents 83.32% is via grant funded activity.

Further analysis has been undertaken to identify any areas of concern and will be reported to the board.

2. Bootcamps Programme

2.1 On the 12th December the board approved a request to submit a proposal for DfE Bootcamps – Wave 4 and if successful to undertake a procurement exercise to enable delivery to commence from 1st April 2023.

2.2 SYMCA were successful and secured £724.5k to deliver skill bootcamps in three subject areas:

- Digital – Software development
- Construction Green Skills
- Health / Professional Services

2.3 This paper seeks delegated authority be given to the Head of Paid Service in consultation with the Section 73 and Monitoring Officer to enter into legal agreements for the Bootcamp programme following the current procurement exercise.

3. Management Actions

3.1 Close monitoring and performance review meetings will be on-going with all Adult Education Providers. This will reaffirm delivery status and inform remedial actions required to address risk. Further analysis at RO6 will be undertaken and reported to the board.

4. Consultation on Proposal

4.1 N/A

5. Timetable and Accountability for Implementing this Decision

5.1 Subject to board approvals, the statutory officers will move to affect the awards. Updates to the Board will continue to be made throughout the year

6. Financial and Procurement Implications and Advice

6.1 Skills Bootcamp – the programme is 100% funded by DfE and includes a 5% management fee for the administration and reporting by the MCA.

The AEB baseline targets are set by government, requiring in-year allocations to be defrayed within year.

7. Legal Implications and Advice

7.1 The funding agreements for the schemes provide that any failure to make adequate progress against the spend profile identified may result in the reduction or withdrawal of further funding.

8. Human Resources Implications and Advice

8.1 N/A

9. Equality and Diversity Implications and Advice

9.1 Appropriate equality and diversity considerations are taken into account as part of the assessment of the programme delivery models. Demographics are being collected to inform further policy.

10 Climate Change Implications and Advice

10.1 Climate change impact will be assessed as part of the process for proposed activity.

11 Information and Communication Technology Implications and Advice

11.1 N/A

12 Communications and Marketing Implications and Advice

12.1 The grants provide an opportunity to demonstrate the leadership role the MCA and its partners are playing in supporting the region's recovery and renewal from the pandemic.

List of Appendices Included

None

Background Papers

N/A



Education Skills and Employability Board

Monday, 06 February 2023

Skills Strategy

Is the paper exempt from the press and public?	No
Reason why exempt:	Not applicable
Purpose of this report:	Discussion
Is this a Key Decision?	No
Has it been included on the Forward Plan of Key Decisions?	Not a Key Decision

Director Approving Submission of the Report:
Clare Monaghan, Director of Strategy & Development

Report Author(s):
Adam Greenwood, Assistant Director Employment & Skills
adam.greenwood@southyorkshire-ca.gov.uk

Executive Summary

In January 2022 the Education, Skills and Employability Board commissioned the development of a strategy for Education, Skills and Employability in South Yorkshire. The Board also acknowledged that development of the strategy must take account of developments in the wider education, skills and employability landscape that impact on delivery or that create new opportunities for residents and employers across South Yorkshire, in particular, the Local Skills Improvement Plan being led by the Chambers of Commerce. This paper seeks to update the Board on the development of the strategy.

What does this mean for businesses, people and places in South Yorkshire?

South Yorkshire lags behind the national averages across all levels of formal education, which impairs attainment and progression. The workforce in the region is typified by a lower qualification profile which matches the available jobs. The Skills and Employability Strategy will provide a long-term vision supported by our key partners that supports our shared ambitions for economic growth, inclusion and net zero in line with employment opportunities.

Recommendations

Members are invited to:

- Note the progress of the development of the strategy in this paper

Consideration by any other Board, Committee, Assurance or Advisory Panel

Overview and Scrutiny Committee

19 January 2023

1. Background

1.1 The Education, Skills and Employment Board commissioned the development of a South Yorkshire strategy for education, skills and employability based on the following themes:

- Targeting School Readiness so that young children start school with the skills experiences and behaviours they need for success;
- Providing educational enrichment to raise young people's aspiration and achievement
- Growing apprenticeships across South Yorkshire through a leadership role
- Helping adults improve their basic English, maths and digital skills.

Other priorities agreed in addition included:

- Improving responsiveness to employer skills demands building on the Skills Accelerator Trailblazer findings;
- Adult skills activity funded through the Adult Education Budget;
- Development of a clear skills offer focused on our Net Zero ambitions
- Strengthening our Community Learning offer to residents
- Developing a package of support for young people not in education, employment, or training.

1.2 We have to address the long-term systemic skills problems that hold South Yorkshire residents back from fulfilling their potential. That means a change in our approach to a longer term approach working in close partnership with our local authorities, colleges, training providers and other partners.

2. Key Issues

2.1 Skills strategy development

KADA consultants were appointed to assist in the development, drafting and facilitation of the development of the strategy. A series of planned workshops targeting different aspects of the skills landscape in South Yorkshire have been undertaken with different stakeholders. These sessions have been themed around the journey through education, training and work to support in identifying key priorities and themes for the skills strategy. In addition, work around participatory democracy has been included to broaden the engagement.

Direction from the Mayoral manifesto, Local Skills Improvement Plan, the Regional Skills Advisory Board and Local Authority strategies along with direct engagement with students, learners and job seekers has helped to develop a broad range of perspectives to inform the development. This additional engagement, also

supported by KADA, has been taking place in various forms such as 1-1's, small focus groups and using existing meetings or fora.

Early headlines that highlight some of the key issues from the sessions include:

- **An inclusive system in which no one is left out.**
- **Flexible outcome and destination focused funding** which supports inclusive economic growth.
- **Strong authentic South Yorkshire identity** with a clear understanding of our offer.
- A system **responsive** to employers and learners and with the **capacity and capability to deliver**.
- **Clarity, collaboration, coordination, and a shared consensus at its core.**
- **Data led, driven locally by partners, and community based.**
- Co-designed and standardised **social value** protocols, which harnesses planning, procurement, and investment levers.
- **Delivered locally in and with communities** with strategic alignment to strategies and levers.
- **Clear and simple pathways** for all levels which showcases progression opportunities.
- Encourages and **supports workforce development.**
- **All age CEAIG delivered by professionals.**
- **Adaptable** provision which can **offer blended options**
- **Multi-year funding** which can meaningfully respond to local priorities.

The intent of the Skills Strategy is to focus on producing a clear shared vision and set of priorities that drive action alongside an outcome framework and implementation plan.

2.2

Timescale

The consultation phase concluded at the end of December 2022, although some further activity is still scheduled. The focus is now on developing the overall narrative alongside a set of measures of success to form a draft implementation plan and outcome framework. The emerging updated Local Skills Improvement Plan will form an integral component part of the strategy; highlighting some of the present and future employer skills needs in the region. The timing of the final report will be dependant of the progress of the LSIP and integration of the research and recommendations. The LSIP timelines are for a draft report to be published by the end of March 2023 and final version of the final version by the end of May 2023.

Members are asked to note the progress of the development of the Skills Strategy

3. Timetable and Accountability for Implementing this Decision

3.1 SYMCA Executive will continue development of the strategy.

4. Financial and Procurement Implications and Advice

- 4.1 Funding is in place for the development of the Strategy from internal budgets. There is no additional ask at this stage though additional detail on recommendations and the costs behind these will be worked on further. This will follow the normal governance and approvals processes

5. Legal Implications and Advice

- 5.1 SYMCA has devolved adult education, skills and training functions. The development of a strategy will complement those functions. Many of the MCA's functions are exercised concurrently with the Constituent Councils. In developing the strategy any expenditure will comply with the Financial Regulations and Contract Procedure Rules. The decision to adopt the final strategy will be a Key Decision.

6. Human Resources Implications and Advice

- 6.1 None at this stage.

7. Equality and Diversity Implications and Advice

- 7.1 An equality Impact assessment has already been undertaken and presented to Members at the time of considering the Strategy.
As part of developing any strategy the MCA will need to have due regard to the need to :-
- I. Eliminate discrimination, harassment and victimisation;
 - II. Advance equality of opportunity between those who share a protected characteristic and persons who do not share it; and foster good relations between those who share a protected characteristic and persons who do not share it.

8. Climate Change Implications and Advice

- 8.1 None at this stage. To be revisited when proposals are developed

9. Information and Communication Technology Implications and Advice

- 9.1 None at this stage.

10. Communications and Marketing Implications and Advice

- 10.1 It is proposed that a full marketing and communications plan be developed by the Marketing and Communications Officer on receipt of the first draft of the strategy. Commencement of all marketing and communications activity to be aligned with expected delivery of final plan.

List of Appendices Included:

None.



Education Skills and Employability Board

Monday, 06 February 2023

Apprenticeship Update

Is the paper exempt from the press and public?	No
Reason why exempt:	Not applicable
Purpose of this report:	Discussion
Is this a Key Decision?	No
Has it been included on the Forward Plan of Key Decisions?	Not a Key Decision

Director Approving Submission of the Report:

Clare Monaghan, Executive Director of Policy and Strategic Development

Report Author(s):

Khalil Kirkwood - Senior Development Manager
 Khalil.kirkwood@southyorkshire-ca.gov.uk

Executive Summary

This paper provides an update to the board on the development of a levy matchmaking service, the progress of the Apprenticeship Hub and the MCA plan to support National Apprenticeship Week (NAW) 6th – 12th February 2023.

What does this mean for businesses, people and places in South Yorkshire?

According to Government statistics (2018), employers who have an established apprenticeships programme report that productivity in their workplace improved by 76% while 75% reported that apprenticeships improved the quality of their service or product. Apprentices themselves are more likely to be in employment for longer and will receive higher earnings with wage premiums of 11% for intermediate apprenticeships and 18% for advanced level. National figures (2014) show that for every £1 spent on apprenticeships, the economy gains £21, which is substantially more than other productivity related factors including investment in innovation, research or technology.

Linking together businesses that have available levy with those that are in need of funding for apprenticeship programmes benefits our regions businesses and also provides

opportunities for residents to develop the skills they need to access good employment. The establishment of a levy matchmaking service:

- will enable small businesses to access pledged levy from larger employers in South Yorkshire more easily.
- Will support large employers that are currently not utilising their apprenticeship levy to pledge their unspent levy to businesses within South Yorkshire.
- Will provide a regional incentive for small businesses in South Yorkshire to have their apprentice training costs fully funded.
- Will help boost inclusive growth, support individuals, develop core skills and support the resilience of South Yorkshire residents.
- Will provide opportunities to obtain higher and more sustainable skills with clearer progression into higher paid roles.

For NAW, recognising the great examples of how apprenticeships have been used to kickstart the careers of individuals and improve their overall lives will encourage and influence people living in South Yorkshire to consider apprenticeships as a good, viable route in to either a new career or the start of their career.

Recommendations

Members are invited to:

- Support the development of a levy matchmaking service
- Note the update on the progress of the Apprenticeship Hub
- Note the MCA plan to support National Apprenticeship Week (NAW) 6th – 12th February 2023.

Consideration by any other Board, Committee, Assurance or Advisory Panel

None

1. Background

1.1 Apprenticeship levy matchmaking service

Employers with a pay bill of £3m+ pay an apprenticeship levy of 0.5% of their annual pay bill. Only 14% of funding available to fund apprenticeships has been drawn down by employers to date.

Over £3bn nationally has been returned to HM Treasury and lost to the skills system resulting in missed opportunities to train and upskill the South Yorkshire workforce.

Levy paying employers are able to transfer 25% of their unspent apprenticeship levy to smaller businesses to fund apprenticeships at 100% of the cost. This helps small businesses avoid paying 5% contribution which is a known barrier to taking on an apprentice.

Transferring employers can choose the sectors and locations their funds are transferred to helping them support,

- Efficiency of businesses in their supply chain
- The development of the skills they need for the future

- Good community relations

Currently, South Yorkshire does not have a regional service to engage and support both small businesses and large employers with the transfer of the levy.

Existing Levy Matchmaking services delivered in regions such as Manchester and West Yorkshire has proven very successful, with the West Yorkshire Combined Authority, as an example, securing over £3m pledged funds from levy payers to utilise with small businesses.

A project to address this gap is underway with partners and led by the MCA. MCA Officers have consulted local authorities, Chambers and Colleges and it is clear that this service will benefit the region.

1.2 **Apprenticeship Levy Matchmaking Service progress update:**

A Business Justification Case is in development. Once that process has completed, we expect to be able to bring the proposal back to the Board for a decision on funding.

1.3 **Apprenticeship Hub**

The establishment of the Apprenticeship Hub was approved by the Education, Skills and Employability Board on 29 June, 2022 to stimulate greater apprenticeship opportunities across South Yorkshire and to encourage take up by young people by developing networks with schools, communities and others influencing young people's choices. The hub will have a key role in raising awareness and understanding of apprenticeships amongst employers with a range of toolkits and resources made available as well as practical identification of relevant apprenticeship providers based on their needs. The hub will address challenges in applications by young people by highlighting the long term benefits of apprenticeships.

A louder, collective voice channelled through the SYMCA can only be a good thing for apprenticeship engagement. The ASK programme at Sheffield City Council is evidence of how successful a limited collective resource can be. With just one adviser working across Sheffield and Doncaster the ASK project has in the last year engaged with 51 schools and 6th forms, engaging over 10,000 students, 600 parents and 400 school staff. The Hub will complement and enhance this allowing for further reach and maximising awareness across South Yorkshire.

- 1.4 This project contributes to the development of a more productive and inclusive economy. It also takes forward commitments made in the South Yorkshire Recovery Action Plan. According to Government statistics (2018), employers who have an established apprenticeships programme report that productivity in their workplace improved by 76% while 75% reported that apprenticeships improved the quality of their service or product. Apprentices themselves are more likely to be in employment for longer and will receive higher earnings with wage premiums of 11% for intermediate apprenticeships and 18% for advanced level. National figures (2014) show that for every £1 spent on apprenticeships, the economy gains £21, which is substantially more than other productivity related factors including investment in innovation, research or technology.

1.5 **Apprenticeship Hub progress update:**

South Yorkshire College Group has completed the Business Justification Case which is now being reviewed by SYMCA's programme office for approval. Once that process has completed, we expect to be able to bring the proposal back to the Board for a decision on funding.

1.6 **National Apprenticeship Week plan:**

SYMCA will be producing and sharing video case-studies with apprentices currently employed with local businesses, talking about their experience as an apprentice and how it has positively impacted their life. The videos will include interviews with the apprentice's employer giving their views of the benefits of employing an apprentice. SYMCA's intention will be to share the content on our webpages and social channels each day of the NAW.

2. **Options Considered and Recommended Proposal**

2.1 **Option 1**

- Note the update
- Support development of a levy matchmaking service for SY

2.2 **Option 1 Risks and Mitigations**

Risk:

Key stakeholders such as Local Authorities and Chambers will not support the apprenticeship levy matchmaking service.

Mitigation:

The MCA has consulted with the Local Authorities and Chambers and have received support from all partners.

2.3 **Option 2**

- Note the update
- Reject Levy Matchmaking Service proposal

2.4 **Option 2 Risks and Mitigations**

South Yorkshire will remain unable to support businesses with apprenticeship levy transfers and businesses will continue to be unaware on the potential for fully funded training for their existing workforce/new apprentices resulting with the potential long-term consequences of further decline in apprenticeship take-up.

3. **Timetable and Accountability for Implementing this Decision**

3.1 **Apprenticeship Levy Matchmaking Service** - subject to programme management assurance process

Apprenticeship Hub – - subject to programme management assurance process

4. **Financial and Procurement Implications and Advice**

4.1 **No specific budget is in place for the Apprenticeship Hub at the current time. Funding options will be discussed as part of the Assurance process and a decision on funding source will be made as part of final scheme decision making.**

5. Legal Implications and Advice

5.1 None at this stage

6. Human Resources Implications and Advice

6.1 None at this stage

7. Equality and Diversity Implications and Advice

7.1 None at this stage

8. Climate Change Implications and Advice

8.1 None at this stage

9. Information and Communication Technology Implications and Advice

9.1 None at this stage

10. Communications and Marketing Implications and Advice

10.1 Marketing support will be offered in the development of the levy matchmaking service with a full marketing and communications plan to be implemented on approval of the logistics of service delivery and budget.
It is proposed that a full marketing and communications plan be developed by the Marketing and Communications Officer on approval of the Apprenticeship Hub.

List of Appendices Included:

None

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Committee/Board Name and Date of Meeting:
Education Skills and Employability Board

Meeting Date:
06 February 2023

Report Title
2023/24 and 2024/25 Multiply Contracting Approach

Is the paper exempt from the press and public?	No
<i>Reason why exempt:</i>	Not applicable
Purpose of this report:	Policy Decision
Is this a Key Decision?	Yes
Has it been included on the Forward Plan?	Yes

Director Approving Submission of the Report:
Clare Monaghan, Director of Strategy and Development

Report Author(s):
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Executive Summary

Following on from previous updates to the Board, this paper seeks approval for commissioning approach of the Multiply programme in 2022/23 and for 2023/24 and 2024/25.

Further discussions with LA partners have taken place to understand concerns related to the approach proposed at the ESE Board in December 2022.

The paper sets out an approach to contracting for 2023/24 and 2024/25 that will give certainty to providers over funding, subject to performance and availability of funds and which meets the MCA Board's direction to prioritise delivery of the Multiply programme via Local Authority partners.

What does this mean for businesses, people and places in South Yorkshire?

The Multiply programme aims to increase adult numeracy skills by supporting people to improve their understanding and use of maths in their daily lives, at home and at work and improved labour market outcomes for residents and employers within South Yorkshire. Improved skills should have a positive impact on family lives and on productivity at work.

Recommendations

That the Board considers and approves the approach to procuring provision for Multiply as set out in this paper for 2023/24 and 2024/25 for progression to the MCA Board for approval.

Consideration by any other Board, Committee, Assurance or Advisory Panel

N/A

1. Background

- 1.1 SYMCA is set to receive £7.26m of funding across three years in support of the Multiply programme – a national programme that supports innovative adult numeracy provision.
- 1.2 At the ESE Board in December 2022, the Board agreed to the contracting approach to 2022/23 which included broadening the number of grant recipients to ensure that the mix and balance of provision was appropriate and that the funding was maximised.
- 1.3 The Board requested that further work was undertaken with respect to the approach to 2023/24 and 2024/25 Multiply funding following concerns raised by Board members.
- 1.4 Further discussions have taken place with LA Officers to understand and address the concerns raised have taken place.

2. Key Issues

- 2.1 The approach taken to commissioning this has been to request delivery plans from each Local Authority to outline the spend in 2022/23 and to give an indication of the ability to deliver in 2023/24 and 2024/25, subject to funds being made available. For 2022/23, Local Authorities are able to deliver £1,250,000 of Multiply funds in 2022/23 and this has been complemented with delivery from the five college partners to ensure that the full allocation for 2022/23 of £1,974,390 has been committed. All but one of the grant providers have since received contracts for 2022/23.
- 2.2 It is important to note that should there be unallocated or unspent funds in 2022/23, or in future years, these would be expected to be returned to the Department for Education.
- 2.3 For 2023/24 and 2024/25 there is a total of £2,531,270 available each year subject to funds remaining available from DfE and the performance of the programme. After the costs of delivering and administering the programme, this leaves a total of £2,278,143 available each year to commission.
- 2.4 Providers need certainty over funding to be able to develop the offer and maintain provision through the period. The intention is to provide this certainty by providing contracts that cover the period 2023/24 and 2024/25 subject to the conditions of suitable contract performance and the availability of funds from DfE.

- 2.5 Following discussion with Local Authorities, the following model is proposed (2022/23 included for information only as previously approved) based on a population based split between each area for 2023/24 and 2024/25. This model will ensure that LA partners have clear oversight of the delivery of Multiply in each area so that activity can be co-ordinated.

		DfE Allocation	£ 2,193,767	£ 2,531,270	£ 2,531,270	£ 7,256,307
			2022/23	2023/24	2024/25	Total
Grant award	Sheffield LA		£ 400,000	£816,000	£816,000	£ 2,032,000
Grant award	Doncaster LA		£ 400,000	£408,000	£408,000	£ 1,216,000
Grant award	Rotherham LA		£ 200,000	£408,000	£408,000	£ 1,016,000
Grant award	Barnsley LA		£ 250,000	£408,000	£408,000	£ 1,066,000
Grant award	Sheffield College		£ 300,000			£ 300,000
Grant award	Barnsley College		£ 250,000			£ 250,000
Grant award	RNN		£ 100,000			£ 100,000
Grant award	DN Group		£ 25,000			£ 25,000
Grant award	Northern College		£ 49,390			£ 49,390
Tender 1 - In work support				£60,000	£60,000	£ 120,000
Tender 2 - Capacity Building				£178,143	£178,143	£ 356,286
Total			£ 1,974,390	£2,278,143	£2,278,143	£ 6,530,676
Man and Admin			£ 219,377	£253,127	£253,127	£ 725,631
		Total Spend	£ 2,193,767	2531270.0	2531270.0	£ 7,256,307

- 2.6 If there is a reduction in the allocations for future years by the DfE then it is proposed that the amounts would be reduced pro rata across all grant and commissioned providers to compensate.

- 2.7 If there is underperformance in either grant or commissioned provision, it is proposed that these funds are reallocated to grant providers that can evidence the potential for further delivery that fills gaps in the priority interventions within their localities.

- 2.8 College partners have a significant role to play in testing out new and innovative approaches to adult numeracy delivery to local learners. LAs will need to work closely with College partners to provide adequate sub-contracts for Multiply that reflect the provision that they are delivering in 2022/23 and the balance of provision needed in each locality.

- 2.9 In addition to the LA allocations, the two targeted tenders focused on in work based numeracy support and capacity building programme on a SY basis previously proposed continue to form part of the programme:

3.1 Option 1

Progress with the approach proposed above for years 2 and 3 to grant award Multiply funds to Local Authorities plus the commissioned provision, to the MCA Board for approval.

3.2 Option 1 Risks and Mitigations

This option would result in all funds being allocated and allow for greater local oversight of the Multiply offer, however would also create challenges in responding to performance overall where there is under delivery, these to be mitigated by contract management.

3.3 Option 2

Continue to commission directly with the LAs plus the commissioned provision and plus the colleges.

3.4 Option 2 Risks and Mitigations:

Potential for a disjointed offer within each LA

3.5 Recommended Option

Option 1

4. Consultation on Proposal:

4.1 LA partners and colleges have been consulted in relation to the approach

5. Timetable and Accountability for Implementing this Decision

5.1 Once the decision has been made grant agreements will need to be agreed before the end of March 2023 so that delivery can be begin in April 2023.

6. Financial and Procurement Implications and Advice

6.1 The full amount of £2,193,767 is included within the 22/23 budget for Multiply. Future years funding for 23/24 and 24/25 will be included within the respective years budget upon the receipt and signature of relevant grant offer letters.

7. Legal Implications and Advice

7.1 The MCA has the power to provide grant funding to FE Colleges and Local Authorities to provide adult education. Grant Agreements will need to be entered into each recipient to govern the relationship and specify the outcomes required. In terms of the proposed spend on in work support and capacity building if these elements are to be provided by private sector providers a procurement process will need to be followed.

8. Human Resources Implications and Advice

8.1 N/A

9. Equality and Diversity Implications and Advice

9.1 Appropriate equality and diversity considerations are taken into account as part of the assessment of the programme delivery models.

10. Climate Change Implications and Advice

10.1 Climate change impact will be assessed as part of the process for proposed activity.

11. Information and Communication Technology Implications and Advice

11.1 N/A

12. Communications and Marketing Implications and Advice

12.1 It is proposed that Marketing and Communications activity is delivered following a similar structure to current Adult Education Budget provision. A scheduled plan of marketing activity will take place from late 2022, with consideration for national Skills for Life campaigns administered by the DfE, followed by liaison with procured providers around delivery schedules.

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**Education, Skills and Employability
Forward Plan**

Upcoming Items
<ul style="list-style-type: none">• Adult Education Budget Policy Decisions<ul style="list-style-type: none">○ Bus Driver Training Programme• South Yorkshire Skills Strategy• Programme Approvals

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