

SCR SKILLS EXECUTIVE BOARD

21st APRIL 2016

BROAD STREET WEST, SHEFFIELD

No.	Item	Action
1	<p><u>Welcome and Apologies</u></p> <p>Present:</p> <p><u>Board Members</u> Nigel Brewster, Brewster Pratap / LEP Vice Chair, CHAIR Julie Kenny, Pyronix / LEP Dorcas Bunton, DDDC Jo Miller, DMBC</p> <p>Apologies were received from Board Members: Cllr Ann Syrett, BoDC and Cllr Chris Read, RMBC</p> <p><u>In Attendance / Advisory Members</u> Tony Tweedy, Sheffield CC Conor Moss, SHU Melanie Ulyatt, One to One Simon Perryman Dan Fell, Doncaster CoC Ruth Adams, SCR Executive Team Claire Bowie, SCR Executive Team Tom Smith, Barnsley MBC Stuart Cutforth, Chesterfield College Paul Jagger, TRC Craig Tyler, Joint Authorities Governance Unit</p>	
2	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the previous meeting held on 25th February January were agreed to be an accurate record.</p> <p>The following matters were noted as arising:</p>	
3	<p><u>Declarations of Interest</u></p> <p>Board and advisory members noted a number of general,</p>	

	<p>minor, non-pecuniary declarations relating to the agenda items. These were taken into account during discussions and decision making.</p> <p>It was suggested that members' engagement with the Board is essentially due to their benevolent interests is helping initiatives succeed.</p>	
4	<p><u>Urgent Items / Announcements</u></p> <p>No urgent items were requested.</p>	
5	<p><u>Devolution of Employment Programmes</u></p> <p>Members were provided with a presentation on Devolution Employment Pilot (DEP) and Work and Health Programme (WHP), and asked to provide comment and steer on a number of important matters.</p> <p>Action: Claire to circulate the presentation</p> <p>Members were reminded that the Devolution Deal introduces the opportunity to develop a pilot initiative to help identify those at risk of unemployment at an earlier stage in their claim.</p> <p>It was noted that an outline business case will be developed with senior DWP officials. The business case will need ministerial approval.</p> <p>It was noted that a similar initiative called 'Hype' is operating in Bristol, and may provide some useful examples of how the pilot might operate.</p> <p>Regarding the Work and Health Programme, members were advised this is a national programme designed to support claimants with health conditions and disabilities and the long term unemployed. Negotiations have commenced with DWP on the co-design principles shaped by SCR and potential ESF investment.</p> <p>It was noted that the draft governance plans for the 2 initiatives suggest the creation of overseeing Boards. However, members requested that if possible, the creation of additional Boards be avoided.</p> <p>It was noted that the timescales are challenging, with the pilot having an anticipated live date of April - June 2017, and October - December 2017 for the WHP.</p> <p>Members were advised of the key risks identified for both</p>	CB

	<p>programmes.</p> <p>Members asked if the SCR Exec Team has the capacity to deliver these, and the numerous other initiatives already being delivered or in the pipeline.</p> <p>The Board discussed the need for genuine decision-making devolution, rather than cloaked decentralisation.</p> <p>It was noted that the Devolution Employment Pilot draft business case needs to be submitted before the next Executive Board meeting along with SCR Work & Health Programme asks, with responsibility to do so held by the Head of Paid Service.</p> <p>RESOLVED, that the Board Members:</p> <ol style="list-style-type: none"> 1. Agree to delegate decision making (and the responsibility to submit business cases) on the SCR Pilot and Work and Health Programme to the Head of Paid Service, acting in conjunction with the lead Chief Executives. 2. Will receive updates regarding the programmes progression. 	
6	<p><u>SCR Education Initiative</u></p> <p>A paper was received requesting the Board's consideration of the scope and commissioning of a SCR Education Initiative, taking into account emerging national policy and the local activity already underway.</p> <p>Members were informed that at the SCR Chief Executive's meeting held 6th April 2016 a paper developed by the Universities, outlining a proposal to commission a SCR Education Initiative, was discussed (attached at Annex A to the report). This will be a joint initiative between the Local Authorities and the Universities.</p> <p>It was noted that the CEX agreed that this paper should be brought to the SCR Skills Executive Board for further discussion about how such a proposal should be developed in the City Region.</p> <p>In discussion, it was noted that support for this undertaking is not unanimous, with some suggestions being made that this risks throwing the education system into disarray.</p> <p>It was noted that the support of the private sector and also the</p>	

	<p>schools themselves will be essential. It was suggested that a robust proposition should be developed first to engender discussions and enable the merits of this undertaking to be collectively supported.</p> <p>It was suggested this initiative will require the 'SCR' to determine whether it has an official position on a number of issues e.g. academisation.</p> <p>It was suggested this work needs to be part of an 'end to end' skills system.</p> <p>Action: Conor, Tony and Tom to represent SEB's position on this matter leading the development of this proposal with appropriate stakeholders including Directors of Children's Services.</p> <p>RESOLVED, that the Board Members</p> <p>1. Note the details of the commission</p>	CM/TT/TS
7	<p><u>SCR Independent Review of Post-16 Curriculum</u></p> <p>A report was received requesting the Board's consideration and endorsement of commissioning of an independent curriculum review of all post 16 education institutions in SCR.</p> <p>Members were informed that whilst the original ABR process, as set out by Government, intended to include detailed curriculum analysis of all post 16 education institutions in SCR, in practice the review has only completed high level analysis of institutions in scope of the review.</p> <p>Therefore in order for the SCR CA to effectively commission future skills provision against economic need (e.g. Adult Education Budget) and for institutions to effectively curriculum plan in the medium to long term, it is proposed that an independent curriculum review of all post 16 education institutions in SCR is commissioned upon conclusion of the ABR and to include FE Colleges, Sixth Form Colleges, private training providers, Local Authorities and School Sixth Forms.</p> <p>It was agreed that (as a lesson learnt from the ABR process) this needs to clearly outline the potential benefits of any changes to engender universal buy in to the process.</p> <p>It was agreed that the overlap with the D2N2 area needs to be explored.</p> <p>Action: Melanie to circulate further information regarding</p>	MU

	<p>activity in the D2N2 area.</p> <p>It was agreed that the Regional Schools Commissioner needs to be engaged.</p> <p>It was noted that the usage of the term ‘merger’ in relation to the relationship between Chesterfield College and Derby College is incorrect and should read ‘collaboration’.</p> <p>It was confirmed that appropriate safeguards will be put in place to permit the collation and usage of data.</p> <p>RESOLVED, that the Board Members:</p> <ol style="list-style-type: none"> 1. Endorse the commissioning of an independent review of all post-16 curricula across SCR. 2. Agree this initiative needs to be ‘owned’ by the CA, rather than SEB, due to its strategic nature. 	
8	<p><u>SCR Institute of Technology</u></p> <p>A paper was presented asking the Board to endorse an initial submission to Government on the establishment of one or multiple Institutes of Technology (IoT) in the Sheffield City Region.</p> <p>It was reported that the Government has set aspirations to create a series of Institutes of Technology (IoTs) across the country with a focus on high-level STEM provision at levels 3-5 to provide the skills required by employers at this level in a local area. However, very little policy has been released by Government in relation to the form or format of an IoT and they are looking to regions to develop ideas for initial case studies.</p> <p>This paper therefore outlined initial thinking around the establishment of IoTs in the SCR with a recommendation around the suggested process to enable us to submit an initial case study to Government in May 2016 followed by a full Business Case by November 2016.</p> <p>Whilst the concept of an Institute for Infrastructure was relatively clear (and included in the SCR devolution deal agreed in October 2015) it was agreed the second potential concept for an IoT in SCR, around the utilisation of technology in priority growth sectors, was less clearly defined and required further input from local stakeholders. The Board discussed and agreed the need to not lose sight of the SCR strategy and avoid chasing government funding, and government stipulations.</p>	

	<p>Action: DMBC to progress submission of case study and business case to Government</p> <p>Action: As representatives of Universities, Local Authorities and FE Principals, Conor Moss, Tony Tweedy and Stuart Cutforth represent SEBs position on this matter through wider stakeholder engagement and to report back at a future board meeting.</p> <p>RESOLVED, that the Board members:</p> <ol style="list-style-type: none"> 1. Agree to progress the case study and business case for an SCR Institute for Infrastructure via devolution deal discussions 2. Do not endorse the recommendation to submit an expression of interest to government around a second IoT concept. Instead, it was requested that wider stakeholders be brought together to develop this second concept further and presented back at a future board meeting. 	<p>JM</p> <p>CM/TT/SC</p>
9	<p><u>SCR Apprenticeships / Careers Proposition</u></p> <p>A paper was presented to update the Board on proposals developed by the Apprenticeship and Careers working groups including proposals for the development of SCR strategies in respect of key investment priorities.</p> <p>Members were reminded that in November 2015, the Board commissioned a number of working groups to progress key areas of the secured devolution plan (Adult Education Budget and Employment) as well as develop policy in areas where SCR have no existing devolution funding or powers (Apprenticeships and Careers).</p> <p>It was suggested that without devolved funding or powers in key policy areas, our challenge is to consider how we can fund activity through either further asks of Government, identification of alternative revenue streams or through strategic partnerships through which we can influence and shape the agenda.</p> <p>It was therefore noted that the recommendations on investment priorities made within this paper are presented for consideration and from which, subsequent work will commence to identify funding options.</p> <p>However, members requested more information to explain the</p>	

	<p>proposed investment priorities and how these ‘fit with’ and support ‘everything we are trying to achieve’.</p> <p>It was suggested there may be unspent Skills Made Easy funding that could be utilised to fund a transitional period of activity whilst a final Apprenticeship strategy is determined.</p> <p>Action: Tony Tweedy to identify any potential unspent Skills Made Easy funding that could be utilised in any transitional period</p> <p>RESOLVED, that the Board Members:</p> <p>1. Defer a decision on the draft recommendations on key investment priorities for Apprenticeships and Careers made by the working groups pending the receipt of a reshaped paper, with options to be considered, to be submitted to Board members via written procedures before the next Board meeting.</p>	TT
10	<p><u>SCR Skills and Employment Strategy</u></p> <p>A paper was received asking the Board to consider and endorse the commissioning of a 3-5 year SCR skills and employment strategy that will create the vision and objectives necessary in achieving the best employment and skills outcomes for residents, businesses and the city region economy overall.</p> <p>It was noted that the strategy will be used to inform an effective and coherent approach to commissioning, as well as informing future devolution negotiations.</p> <p>Members were advised that since the development of the SCR Strategic Economic Plan in March 2014, the SCR CA has accrued significant levels of contracted and devolved funding and power in the commissioning of employment and skills programmes. To ensure effective and coherent implementation of these powers and to inform future devolution negotiations, it is recommended that a 3-5 year skills and employment strategy is commissioned for the city region.</p> <p>It was suggested that with requirements to develop key commissioning plans in-year, it is envisaged that this strategy will be commissioned and completed no later than early autumn 2016.</p> <p>Members suggested this was an opportunity to bring together a number of issues discussed under the other agenda items around the need to present all initiatives in a holistic, co-</p>	

	<p>ordinated manner.</p> <p>RESOLVED, that the Board members:</p> <p>1. Endorse the commissioning of 3-5 year SCR Skills and Employment Strategy</p>	
11	<p><u>Skills Summit</u></p> <p>The Board was provided with details of the summit scheduled for 19th May.</p> <p>It was suggested that this will be a good opportunity for the City Region and the private sector to debate expectations around skills.</p> <p>It was noted that 91 of the 129 registered attendees are from the private sector.</p> <p>The objectives for the day will include a launch of the Skills Bank, a presentation on priorities and a panel chaired debate on the future of the skill system.</p> <p>It was agreed that the 'our messages' need to be right ahead of the day to provide a solid basis for discussions.</p>	
12	<p><u>Performance Dashboard</u></p> <p>This paper was not discussed by the board as the full performance pack had not been included correctly in the Appendices.</p> <p>It was agreed to formally defer this item as the required supporting statistical information had not been included in the agenda pack. It was agreed this would be presented to the next meeting.</p> <p>Action: Claire Bowie to circulate latest performance dashboard via email</p>	CB
13	<p><u>SCR Enterprise Advisor Programme</u></p> <p>A report was received requesting the Board endorse the acceptance of a grant offer for a further £100k of funding from the Careers and Enterprise Company (CEC) to continue and extend delivery of the Enterprise Adviser Programme (EAP) into 2016/17.</p> <p>Members were reminded that in 2015/16, the SCR Combined Authority was awarded £150,000 from the Careers and</p>	

	<p>Enterprise Company (CEC) to extend the original Enterprise Advisor Pilot with a requirement to provide of £150,000 in-kind match</p> <p>It was noted that due to the success of this, the CEC are proposing to continue this arrangement into 2016/17 with a further award of £100k with in-kind match requirements.</p> <p>It was noted that subject to the Board's endorsement, the CA will be asked to formally accept the grant subject to approval from the CA's Director of Finance.</p> <p>Members again voiced concerns regarding 'jumping through government hoops' to chase funding and the risk that this might detract from the overall desire to deliver SCR strategy.</p> <p>RESOLVED, that the Board members:</p> <ol style="list-style-type: none"> 1. Endorse the acceptance of the grant offer letter subject to Section 151 officer approval. 2. Endorse the Monitoring Officer delegating grant award powers in relation to this activity to the Director of Skills and Performance to allow for efficient grant processing 	
14	<p><u>Any Other Business</u></p> <p>i. <u>Future Agendas</u> It was suggested that future agendas may need to be shorter, to enable key decisions to be considered in more detail, with meetings possibly supported by additional 'strategic away days'</p> <p>It was agreed to use the next SEB meeting to discuss 'where we are' in more detail and how meeting arrangements can be better used to support the delivery of initiatives.</p> <p>The Chair asked for comment on whether start times or venues might be changed if required.</p> <p>Action: ALL to contribute comments on how meeting arrangement might be improved.</p>	ALL
12	<p><u>Date of Next Meeting</u></p> <p>2nd June, 8.30am at AMP, Waverley Rotherham.</p>	