

SCR SKILLS EXECUTIVE BOARD

23rd FEBRUARY 2017

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, LEP – Co-Chair Cllr Chris Read, RMBC – Co-Chair</p> <p><u>In Attendance / Advisory Members</u> Conor Moss, SHU Sarah Stanley, SCR Exec Team Andrea Fitzgerald, SCR Exec Team Dave Brennan, SCR Exec Team Kysia Wooffinden, SCR Exec Team Paul Jagger, TRC Jennefer Homes, DMBC Melanie Ulyatt, OnetoOne Support Services Simon Perryman , Barnsley College Paul Corcoran, Sheffield College Tom Smith, Barnsley MBC Karen O’Donoghue, Martingale Consulting Craig Tyler, Joint Authorities Governance Unit</p> <p>Apologies were received from Board Members: Jo Miller (DMBC), Julie Kenny (LEP), Cllr Ann Syrett, (BoDC) and Dorcas Bunton (DDDC) + Dan Fell (DCoC), Tony Tweedy (SCC), Andy Gates (SCR Exec Team) and Richard Howard (SCC / SCR Executive Team).</p>	
2	<p><u>Declarations of Interest</u></p> <p>The attendees noted a number of instances of association with projects and schemes directly and indirectly related to SCR activity and questioned whether these should be formally recorded.</p>	

	<p>It was noted that more explicit guidance on this matter will be included in the next substantive iteration of the SCR constitution in relation to member and officer engagements on the new Delivery Boards (the successors to the current Executive Boards). It was further noted that officer declarations are not ordinarily required as officers are covered their respective employing authorities officer code of conduct and any declarations of interest will already have been acknowledged.</p>	
3	<p><u>Urgent Items / Announcements</u></p> <p>None received.</p>	
4	<p><u>Minutes of the Previous Meeting</u></p> <p>The minutes of the previous meeting held on 12th January were agreed to be an accurate record.</p>	
5	<p><u>Matters Arising</u></p> <p>An update report on matters of significance was provided for Members information.</p>	
6	<p><u>Stakeholder Mobilisation</u></p> <p>A report was received seeking agreement in principle to commission specialist support to help develop and deliver a clear and coherent set of messages to employers, individuals and stakeholders that result in them taking the action needed to deliver SCR Skills and Employment Priorities.</p> <p>The Board questioned how this work fits with the SCR Vision study (launched last Thursday) noting that education and skills is one of the vision's 6 proposed themes. It was suggested the 2 undertakings have different timeframes and would be complementary, with the mobilisation work providing the wider awareness required for stakeholder-critical undertakings such as embedding the vision.</p> <p>Action: Dave to ascertain synergies between the stakeholder mobilisation and SCR Vision studies</p> <p>Questions were raised regarding why we need to seek external support for this work and an assurance was requested that we are utilising all available in-house resources in the Exec Team and districts. It was confirmed in-house resources and stakeholder networks will be engaged as part of the exercise and argued that external support will provide additional synergies and specialist expertise.</p>	DB

	<p>The Board asked that the outcomes of the mobilisation exercise be sufficiently sustainable to provide long term benefit for other stakeholder engagement undertakings.</p> <p>RESOLVED, that the Board approves the recommendation to commission specialist support to help develop and deliver a clear and coherent set of messages to employers, individuals and stakeholders that result in them taking the action needed to deliver SCR Skills and Employment Priorities.</p>	
7	<p><u>CEIAG Strategy</u></p> <p>A report and presentation were provided to engender the Board's contribution to the development of a Careers Information, Advice and Guidance Strategy for the SCR.</p> <p>It was noted the SCR is the only LEP area which is proposing the creation of an all-age / all-stage CEIAG strategy and suggested the SCR should be congratulated on taking such a direction.</p> <p>The presentation covered the national CEIAG context, including the role of the Careers and Enterprise Company (CeC).</p> <p>Locally, it was suggested CEIAG provision has a relatively strong enterprise offer but with multiple service providers is somewhat fragmented.</p> <p>The Board was introduced to the concept of the SCR's CEIAG charter being built around 3 key priorities; leadership, infrastructure and entitlement, with each explained in detail.</p> <p>The Board was asked to note support for the SCR's bid of £571k to the CeC Mentoring initiative, for which the SCR has been shortlisted. The Board agreed to support the bid but requested more information to justify why the bid's demographic target had been chosen.</p> <p>Action: Karen to provide the additional information requested.</p> <p>The Board discussed the need to remain mindful of the SCR's SMEs' capacity to accord with and help deliver the aims and ambitions of the CEIAG strategy, and thus the need to minimise red tape and bureaucracy where possible.</p> <p>It was agreed the Strategy needs to align with the government's National post-16 Skills Plan</p>	<p>KO</p> <p>KO</p>

	Action: Karen to develop ‘phase 2’ of the CEIAG strategy in accordance with the Board’s comments	
8	<p><u>Mitigating the Impact of Redundancies within the SCR</u></p> <p>A report was received presenting the findings and suggested solutions from the Economic Shocks research study.</p> <p>It was noted the analysis has identified 3 key areas for further consideration; the need to improve co-ordination & communication of support, the need to increase the pace of the system and the need for greater emotional support for those experiencing redundancy. In addition, it was noted that there have been additional ‘higher level’ issues required that would need to be delivered in partnership with the government.</p> <p>Action: Sarah / Andrea to consider whether the SCR has any specific sectors for which specialist support would be required in the event of a redundancy event.</p> <p>It was agreed there will be a need to ‘embed’ the findings of the study to ensure these can be appropriately enacted when required. There will therefore a need to pre-identify appropriate funding sources for actions.</p> <p>Action: Sarah / Andrea to develop the proposed actions in partnership with the LA officers, via the Officers’ Group</p> <p>RESOLVED, that the Board</p> <ol style="list-style-type: none"> 1. Note the outcomes of the research highlighted in this report. 2. Support the notion of Local Integration Boards undertaking service mapping for redundancy support which is shared across agencies aimed at individuals affected. 3. Recognise the importance of each LA having a single point of contact for redundancy support 4. Note the identified gaps set out within the report and agree that further study take place in these areas. 5. Agree to keep the situation under review and recognise that if a significant deterioration in the labour market is identified there will be a need to utilise (pre-identified) resources for redress. 	<p>SS / AF</p> <p>SS / AF</p>
9	<u>Proposed Investment of European Social Fund</u>	

	<p>A report was received to provide the Board with an update on current spend in relation to the Sheffield City Regions allocation of European Social Fund (ESF), under the European Social Infrastructure Fund (ESIF), and advised of plans for future projects to ensure we maximise spend.</p> <p>The Board was reminded we have considerable funds within ESF that remain unallocated. Currently from an allocation of £64,906,608 we have £18,046,438 committed and £6,647,000 currently in the final stages of approval with DWP the Managing Authority leaving £40,213,170 unallocated. This is across the range of priorities that ESF is designed to support, i.e. people into work, delivery of qualifications, support for young people and employers.</p> <p>It was confirmed all activity will be aligned to the aims and objectives of the SCR Skills Strategy.</p> <p>RESOLVED, that the Board endorses the recommendations in relation to Open Calls under ESF and will work with the Managing Authority (DWP) to prepare specifications</p>	
10	<p><u>Apprenticeship Grant for Employers (AGE)</u></p> <p>A report was received asking the Board to endorse the continuation of the devolution of the Apprenticeship Grant for Employers (AGE) into 2017/18 to the SCR.</p> <p>It was noted this will be the final allocation of funding and is part year only covering January – July 2017. This is due to the changes to how apprenticeship programmes are funded which will give employers more of a leading role in the recruitment of apprentices.</p> <p>The additional award was accepted in principle. The Board requested the provision of an advice note detailing why this is ‘money well spent’</p> <p>Action: Dave to provide the advice note</p> <p>RESOLVED, that the Board endorses the acceptance of the grant offer letter subject to section 151 officer approval and the approval of the Combined Authority</p>	DB
11	<p><u>Devolution and Programmes Update</u></p>	

	<p>A report was provided to give the Board an update on key aspects of the Devolution Deal in relation to Skills and Employment and activity on current key programmes.</p> <p>It was noted announcements on the Employment Pilot and Work and Health trial are expected in the next few weeks.</p> <p>The Board was asked note the undertaking of Skills Bank funding reprofiling (with the SFA) to ensure the profile is realistic (i.e. not flat). It was reported that this reprofiling may establish some financial underperformance.</p> <p>It was requested that a separate session with the Skills Bank leads be convened to facilitate detailed discussion of current matters</p> <p>Action: Dave to convene</p>	DB
12	<p><u>Forward Plan</u></p> <p>The Forward Plan to June 17 was provided for information.</p>	
13	<p><u>Any Other Business</u></p> <p>No further matters noted.</p>	
13	<p><u>Date of Next Meeting</u></p> <p>Thursday 6th April 2017, 8.30am, Broad Street West, Sheffield</p>	