

**SKILLS EXECUTIVE BOARD**  
**Date: 24<sup>th</sup> May 2018**  
**Venue: Broad Street West, Sheffield**  
**Time: 09.00-11:00**

## **AGENDA**

<b>Items</b>	<b>Title</b>	<b>Method</b>	<b>Speaker</b>
<b>Introduction</b>			
<b>1.</b>	Welcome and Apologies	Verbal	Chair
<b>2.</b>	Declarations of Interest	Verbal	All
<b>3.</b>	Urgent items / Announcements	Verbal	All
<b>4.</b>	Minutes & Actions of the Previous Meeting	Paper	Chair
<b>For Discussion</b>			
<b>5.</b>	SY Futures	Presentation	Greg Burke
<b>Business items</b>			
<b>6.</b>	Skills Capital Commissioning Plan 2018-2021	Paper	Krysia Wooffinden
<b>7.</b>	Advisory Membership	Paper	Krysia Wooffinden
<b>Updates for information</b>			
<b>8.</b>	Delivery Plan Dashboard	Dashboard	Krysia Wooffinden
<b>9.</b>	Skills Bank	Verbal	Krysia Wooffinden
<b>10.</b>	IoT	Verbal	Krysia Wooffinden
<b>Actions &amp; Forward Planning</b>			
<b>11.</b>	Agree actions & Summary for Resolution Log	Verbal	Chair
<b>12.</b>	Forward Plan	Verbal	Chair
<b>13.</b>	AOB	Verbal	All
<b>DATE OF NEXT MEETING – 12<sup>th</sup> July 2018</b>			



**SOUTH  
YORKSHIRE  
FUTURES**

**Greg Burke**, Director South Yorkshire  
Futures

**Carol Castle** - Joint Aspiration Strand  
Lead



# Sheffield Hallam University

- 31,000 students, 4,500 staff, 221,000 alumni.  
Sheffield Hallam is **one of the largest universities in the UK.**
- **A university for the region with social mobility at its heart:**
  - 40% of students from within 25 miles
  - 38% from families with household incomes less than £25k
- Home to the **Sheffield Institute of Education:**
  - Recognised nationally for excellence in teaching and learning;
  - 4,500 teacher training graduates in last 5 years
  - 3,500 graduates in disciplines including early years, youth work and disability, in last 5 years
  - Cutting-edge research by leading academics and expert practitioners.





# A better future together: 25-year vision for Sheffield City Region



# Six priority areas to transform the region's future

- *Innovation and enterprise – creating an ecosystem*, building on the region's strengths in innovation and manufacturing, including advanced manufacturing, engineering and logistics.
- *Global excellence – local impact*, ensuring the region is outward-looking but maximises the local impact of investment through the development of local supply chains.
- *Joining-up health and well-being*, creating a region known for its healthy and active population through tackling health inequalities.
- ***Transformation in education and skills, achieving across-the-board improvement in education to build a region known for the talent and skills of its people.***
- *Promoting the regional green network*, ensuring the city region is better known, inside and out of the region, for the outstanding quality of its environment and lifestyle.
- *Better internal and external connectivity*, radically transforming the quality of the region's physical and virtual connectivity so it becomes a hinge-point for the movement and distribution of goods and people for Britain.





# What is South Yorkshire Futures?

- Sheffield Hallam University, supported by the Department for Education using its convening and coordinating power to work with stakeholders to start a **social mobility partnership**
- This is a programme of activities to **improve school attainment and raise the aspirations of young people in South Yorkshire**, supporting improved progression into higher education and work.
- A joint enterprise which seeks to **build upon excellent work already being undertaken** by partners.
- A shared vision for the role of education in improving social mobility in South Yorkshire



# What will South Yorkshire Futures provide?

## Preparation

The foundations  
at early years



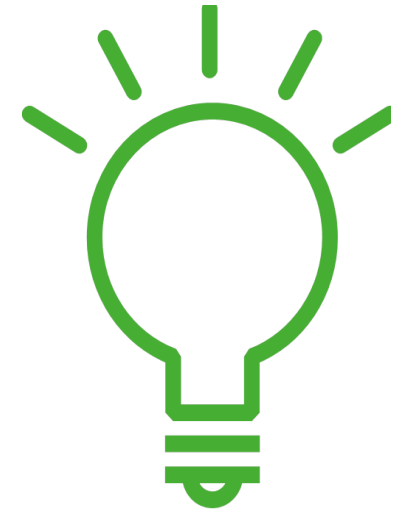
## Performance

Success at  
school level



## Aspiration

FE/HE and  
routes into work





# Preparation:

## The foundations at early years

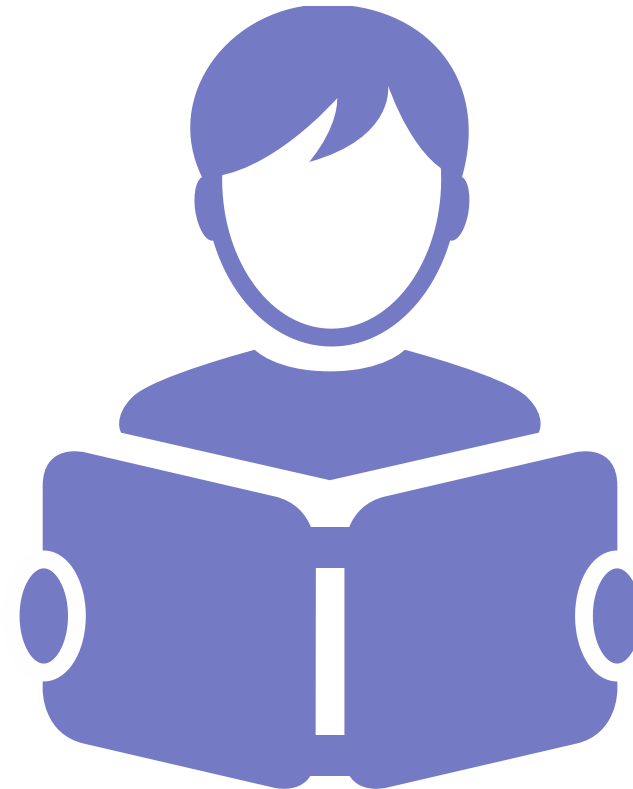
### “Preparation”

#### Examples

A review of early years workforce to identify programmes and structures to support improvement.

A shared South Yorkshire vision for the Foundation Stage (0-5).

A new offer for the early years’ workforce  
South Yorkshire parenting partnership



# Performance:

## Success at school level

### “Performance”

#### Examples

Collaborative approach to attracting, recruiting, developing and retaining trainee and new teachers.

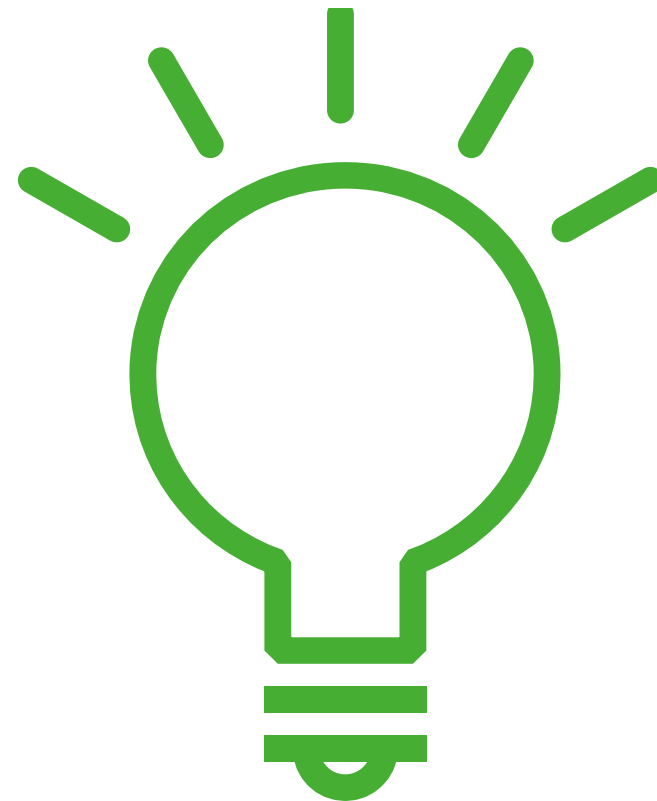
An enhanced offer of support and development for NQTs and RQTs

Ensuring no school is isolated from expertise and improvement.



# Aspiration: FE/HE and routes into work

“Aspiration”
Examples
Quality careers education and guidance for all young people
Support with targeted Governor recruitment
A programme of inspirational and supportive ROLE MODELS
An enriched offer for vulnerable groups



# Expected Outcomes

- A high quality offer for teachers in South Yorkshire, characterized by enhanced ITT, with a strong focus on early career support.
- All children have access to high quality early years provision that enables them to be 'school ready'.
- Increased number of schools are rated good or outstanding.
- Higher education participation is at least the national average.
- Young people have access to opportunities that help them build their social capital.
- Young people have clear occupational pathways that they can follow.



# **How can the LEP support South Yorkshire Futures?**





# Excellent career guidance available to all young people

- Achieving Gatsby Good Career Guidance Benchmarks
  - Building on the Enterprise Advisor Network - bidding to become a CEC pilot Career Hub
  - working to support all schools in the region who wish to participate to achieve the Benchmarks by 2024; and
  - making use of the full range of information, advice and guidance (IAG) services and activities available.



# Wide range of employers involved with activities to support schools

- Encouraging Employers to actively get involved with activities to support schools through a programme of opportunities for employers to get involved. These will include:
  - A school governor/Director programme;
  - A coaching programme, including training and support;
  - Opportunity to be a role model; and
  - Events to help young people develop social capital.



# FE and HE have a clear focus on occupational pathways

- When assessing bids for funding from institutions ensure that there is a clear link to addressing occupational needs of the sub region
- Support activities that encourage institutions to collaborate in developing clear pathways for people to progress.



**SKILLS, EMPLOYMENT AND EDUCATION EXECUTIVE BOARD**

**24<sup>th</sup> May 2018**

**Skills Capital Commissioning**

**2018-2021**

**Purpose of Report**

To provide Board members with an overview of the spend profile for Skills Capital as part of the Local Growth Fund programme and outline the commissioning process for 2018-2021.

**Thematic Priority**

Develop the SCR skills base, labour mobility and education performance.

**Freedom of Information**

This paper is not exempt from FOI requests.

**Recommendations**

That the Board endorse the plans for the Skills Capital prospectus to secure projects that spend in the 2018-2021 window and for a full Prospectus to be worked up following the key principles outlined below.

**1. Introduction**

- 1.1** As part of SCR LEP Local Growth Funding (LGF) deal with Government, £28m was nationally allocated to support Skills Capital projects in SCR. The primary objective of LGF is to support achievement of our Strategic Economic Plan (SEP) namely the creation of jobs, new businesses and growth in GVA.
- 1.2** Previous calls for projects have been quite broad with applicants asked to submit business cases which address themes including provision in capacity and technical equipment to support growing sectors and to ensure industry standard facilities and equipment. Alongside these priorities provision has been made to remediate Category C and D estate improvement (college buildings deemed to be in a state of disrepair). To date just over £11m has been allocated against a number of schemes, detailed in full in Annex A
- 1.3** Further substantive work on commissioning further LGF activities was paused until the conclusion of the Area Based Review (ABR) of post 16 provision and the subsequent outcome of recommendations. This highlighted a need for further higher-level skills provision and specialisation amongst colleges. The results of the ABR didn't produce any tangible investment projects nor provide the LEP with any strategic levers to support the recommendations.

- 1.4** This paper sets out a proposal for the commissioning approach for the remaining £16.9m of Skills Capital to stimulate economic growth, support the ambition laid out in the SEP and drive positive disruption to the current skills system to ensure we meet the needs of both business and residents.

## **2. Proposal and justification**

- 2.1** The SEP, supported by the allocation of LGF, ultimately is aimed at facilitating the transformational change needed to grow the SCR economy. To aid this ambition, LGF will be deployed to address the following opportunities and challenges:
- Low levels of adult participation- since the introduction of advanced learning loans provision for adults at L3 around STEM subjects has dropped from 1730 in 2013/14 to 870 in 2015/16 which hasn't been matched with growth from courses funded by Advanced learning loans which grew from 570 to 920 in the same period.
  - Low levels of Level 4 and above provision- only 30.7% of residents have a level 4 or above qualification
  - Low levels of collaboration
  - Low levels of development of specialist niche provision with employers- as demonstrated in the STEM curriculum review around the availability of specialist equipment
  - Remaining skill gap challenges- across industries such as Engineering/manufacturing, digital and construction (which face large replacement demand or the need to exploit new advancements in technology)
  - Introduction of T-levels and need to access to world class facilities
  - Supporting inward investment opportunities as well as growth of indigenous businesses
- 2.2** To achieve this a more directive LGF call will be published in the summer of 2018 which invites initial Strategic Business Cases (SBC). To be successful submitted schemes will have to demonstrate they will contribute to:
- 1) Increasing higher level technical provision for adults in SCR. But in recognition of the small cohort sizes for this type of provision, we will be looking for projects that develop flexible adaptable spaces which can be used for all age groups and support the local employer base
  - 2) Clear progression, recognising that not all learners will start on a Level 4 course how will projects support their progression towards this and link to employment demand (but capping Level 2 and below provision)
  - 3) Collaboration, therefore projects must have a minimum of two partners, which clearly demonstrate how working together will drive value for money, shows collective evidence of need
  - 4) Positive disruption of the current systems which has proven to be ineffectual at closing the skills gap
  - 5) Supporting industries where skills gaps remain prolific i.e. engineering/manufacturing, digital and construction
  - 6) Supporting the introduction of T-levels
- 2.3** LGF allocations can make investments in large scale builds or developments but will also support smaller investments in equipment which demonstrates contribution to the above specified criteria.
- 2.4** To note, there are a number of additional potential LGF investments under consideration submitted as part of a recent wider general call for LGF pipeline schemes and the LEP endorsed bid from Sheffield Hallam University for an Institute of Technology. These fit some of the criteria specified above and will be considered alongside this additional call for schemes.

## **3. Consideration of alternative approaches**

- 3.1** LGF is an unringfenced fund and whilst notionally the LEP allocated c£28m to investment in developing the skills infrastructure this is not fixed and LGF could be redeployed across



the other activities within the LGF programme. A recent open call for a reserve pipeline generated 55 submissions totalling in excess of £200m. Therefore, the LEP could have determined to only progress this reserve pipeline. This has been discounted to provide for one further targeted call to support and develop the skills infrastructure.

- 3.2** Accepting that a further call for skills infrastructure schemes will be progressed an alternative approach could involve a broader more generic call. However, as LGF is an unringfenced fund, schemes must demonstrate their contribution to delivery of the SEP. Evidence from previous more generic calls indicate this has resulted in applications that don't clearly articulate how they will support achievement of the SEP or represent value for money. It is likely that such submissions would not perform well in comparison to a large number of schemes in the Reserve Pipeline for LGF which could result in the LGF programme diverting funds into other priority areas. Therefore, the generic commissioning call approach has been discounted in favour of the criteria specified in the proposal outlined in section 2.1 and 2.2. This is most likely to drive activity that has a direct impact on the economic prosperity of the region and enables an opportunity to steer the strategic direction of provision and activity in the region.
- 3.3** Consideration has also been given to stipulating minimum projects of £5m, however this has been discounted as having a mix of large and small-scale projects allows us to meet demands of business for high level technical skills through access to specialist equipment and facilities as well as addressing longer term skills gaps in a more flexible approach. The £5m minimum level based upon co-investment in schemes could deter the market from applying, given the economic conditions most projects sponsors are operating in and the availability of match, and would be out of kilter with the recent open call for the Reserve Pipeline where no such stipulation was made.

## **4. Implications**

### **4.1 Financial**

The LGF will have to have been expended by 31 March 2021. Scheme promoters will therefore need to have regard to meeting this deadline within any submission they make. Given the volume of potential schemes within the LGF reserve pipeline the LEP has asked for clarity that the programme has sufficient schemes to utilise the funds. Should this call not generate sufficient schemes funds are likely to be reallocated to other schemes within the wider LGF pipeline.

### **4.2 Legal**

Any legal arrangements facilitating funding will conform to the SCRCA's established funding processes and legal advice will be sought for each Funding Agreement as appropriate.

### **4.3 Risk Management**

Key risks are in relation to potential applicants having access to match for these projects and ensuring spend happens in the year it is profiled. Officers within the Skills, Employment and Education team will work with applicants on the development of projects.

### **4.4 Equality, Diversity and Social Inclusion**

All LGF applications must clearly articulate how they will address issues around inclusion and this is a scored element of the application.

## **5. Communications**

- 5.1** Consideration is being given to how the prospectus can be developed in a way such that a wider field of potential applicants are aware of the fund and are encouraged to discuss

through initial ideas with officers from SCR, this includes universities, local authorities, employers, private providers and university technical colleges (UTCs).

Communications will also focus on showcasing how the SCR is looking to drive innovation and collaboration in its commissioning process, in addition to generating responses to the opportunity.

LGF requirements for transparency mean that all schemes in development are required to be publicised on the SCR website and the branding requirements are required and recognition of LEP funding in all communications and the LEP contribution to schemes must be recognised in any press activity.

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Background papers used in the preparation of this report are available for inspection at:

Other sources and references:

## Annex A SCR LGF investment in skills infrastructure and equipment

Recipient	LGF Value	Scheme
North Notts College	£308,055	Exterior Refurbishment
DMBC	£6,000,000	High Speed Rail College
RNN Group	£3,513,134	Higher Education Centre
Sheffield Hallam University	£500,000	Capacity Building for Degree Apps
The Sheffield College	£154,710	Increasing Higher Level Skills Construction and Engineering
Chesterfield College	£243,000	Infirmity Road Project
RNN Group	£132,500	National Fluid Power Centre Integrated Systems
RNN Group	£185,500	Motor Vehicle and IT Curriculum Growth Plan

**SKILLS, EMPLOYMENT AND EDUCATION EXECUTIVE BOARD**

**24<sup>th</sup> May 2018**

**Advisory Member Membership of the Skills, Employment and Education**

**Executive Board**

**Purpose of Report**

To support a discussion with Board members on the role of advisory members, who they should be, what role they should play and how they interact with the Board.

**Thematic Priority**

Develop the SCR skills base, labour mobility and education performance.

**Freedom of Information**

This paper is not made available under the Combined Authority Publication Scheme.

**Recommendations**

That the Board endorses the following:

- 1) advisory members to represent the following groups; Colleges, Private Training Providers, Universities, Employers and the Third Sector
- 2) That these advisory members are invited to all meetings with clear roles and responsibilities outlined in terms of presenting the view of the bodies they represent and not personal views
- 3) That conflicts of interest are managed carefully

**1. Introduction**

- 1.1** The formal formation of the Skills, Employment and Education Executive Board in 2015 was built on the existing structure of the Skills for Growth Partnership Board which as well as having members from the LEP and Combined Authority also had representatives from both Further Education, Higher Education and employers.
- 1.2** As the suite of Executive Boards were formed with a governance structure which included a LEP representative, two CEX's and two Council Leaders, the Skills, Employment and Education Executive Board was established with advisory members representing colleges, the chambers, higher education, UKCES and the Federation of Small Businesses.
- 1.3** This structure was adopted until 2017 when a review of the membership of all Boards took place to ensure consistency of membership. Representatives were invited from each local

authority within the Combined Authority alongside two LEP Board members. This means that currently there are no non-local authority representatives at the board.

- 1.4** As the Executive Board has a role in endorsement of LGF on behalf of the LEP. The recent National Guidance on LEPs is clear that involvement of the business community is essential. This report proposes reintroducing those advisory board representatives and includes recommendations as to which organisations those should be drawn from.

## **2. Proposal and justification**

- 2.1** The role of advisory members is essential to both ensure the board is representative of the stakeholders we work with and to drive well thought through decisions by adding a richness of experience and insight. It also helps to promote openness as key stakeholders are cited on the activity of the Board.

- 2.2** However, as a lot of the activity under the remit of the Skills, Employment and Education Executive Board effects the market in which many stakeholders operate, conflicts of interest amongst all members needs to be carefully managed.

- 2.3** Moving forward it is proposed that the Skills, Employment and Education Executive Board invites representatives to join the Board at the start of the next Board cycle (the current schedule runs to July 2018) to represent the following organisations, the list below also includes suggestions as to who this could be and rationale where appropriate.

- Further Education - Chair of SCR College Principals Group
- Higher Education - Sheffield Hallam University (previous advisory member)
- Private Provider- Prospects (current chair of the SCR provider Network)
- Third Sector- Zest (current representative on the Employment Programme Board)
- Employers - previously BT
- Employer Representative bodies - Doncaster Chamber & FSB (previous advisory members)

(Two employers / employer representatives are suggested to reflect the proportion of employer engagement required for projects moving forward and the critical role for employers- the Board may want to consider a mix of an employer representative i.e. a chamber and an employer).

- 2.4** To manage conflicts of interest Board meetings will be managed to allow members to leave for items where there might be a conflict and steps may be taken to restrict paper circulation for some items.

## **3. Consideration of alternative approaches**

- 3.1** A range of alternative options have been considered which include having a separate pre-meet for advisory members, however this adds extra meetings to the cycle and could lead to advisory members feeling that their views aren't expressed or articulated appropriately. Similarly reducing the number of stakeholder groups invited doesn't provide true representation of the sector and their views on key challenges facing the SCR.

- 3.2** If we continue to have no non-local authority advisory members present at the board key stakeholders don't have sight of the items we are discussing or are brought into collaboratively tackling the challenges we face as a region and therefore the LEP may require additional business representative meetings.



## 4. Implications

- 4.1 Finance** – there are no financial implications from this paper
- 4.2 Legal** – the paper clearly articulates that conflicts of interest need to be carefully managed. The issue of perceived or actual bias or undue influence and conflict of interest may open the Board to criticism or, in perhaps more extreme circumstances, Judicial Review.
- 4.3 Risk Management** – key risks for the Board as we move towards decision making boards are managing conflicts of interests. Adopting an open and transparent process as other Boards have will be critical to managing the risk posed to legitimacy of decision making.

In addition, the risk to stakeholder relationships if we don't adopt a policy of involvement would also need to be carefully managed.

**4.4 Equality, Diversity and Social Inclusion**

A cross sector invitation to the board will ensure that the needs of all residents are considered by the board and appropriate activity developed.

## 5. Communications

- 5.1** A balanced set of advisory board members should help the Board secure a strong reputation with stakeholders. The Board are encouraged to be open and transparent in the process for securing new advisory board members and to make sure that their role is effectively communicated to stakeholders.

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Background papers used in the preparation of this report are available for inspection at:

Other sources and references:

## SKILLS, EMPLOYMENT AND EDUCATION EXECUTIVE BOARD

24<sup>th</sup> May 2018

### DELIVERY PLAN – May 2018

#### Purpose of Report

The dashboard sets out the aims for the year ahead and describes any delivery risks along with a summary of progress.

#### Thematic Priority

Develop the SCR skills base, labour mobility and education performance.

#### Freedom of Information

Executive Board papers are not made available under the Combined Authority Publication Scheme.

This paper is not exempt under [Part II of the Freedom of Information Act 2000](#)

#### Recommendations

The Board is asked to review and monitor the contents of the delivery plan.

#### REPORT AUTHOR POST

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Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield S1 2BQ.

Other sources and references: n/a

Skills, Employment & Education Delivery Plan

High quality education and advice for all

Last updated on

10/05/2018

Programme Status

Number of at risk projects

4

Activity	Lead	Organisation	What do we want to achieve in 2018-19? (Outcomes)	Status of Outcomes (RAG)	When did we start the activity?	When do we expect to finish the activity?	Delivery Risks	Progress Summary
<b>South Yorkshire Futures:</b> a new social mobility partnership, led by Sheffield Hallam University, focused on improving educational attainment and raising aspiration, particularly in disadvantaged areas.	Greg Burke	Sheffield Hallam Univeristy	Embed and facilitate the South Yorkshire Futures programme (especially school attainment): <b>March 2019</b>		01/03/2018	on- going	This is a mutli faceted project delivered by Sheffield Hallam Uni	We have met with Greg Burke and colleagues on a number of occasions to discuss how the SY Futures Programmes link with our work i.e. The CEIAG strategy and how we can work together of projects, for example Careers Hubs. More detailed work in relation to the Career Hub is taking place, focused on supporting local schools to achieve the Gatsby Benchmarks for good careers advice. SYF are also presenting at the next Board
<b>Implementing the Post-16 Skills Plan by becoming Routes Ready:</b> we are supporting the FE sector to develop high quality Technical Education routes, offering pathways to skilled occupations across the labour market (including Digital) as per the government's Post-16 Skills Plan and supporting employer led delivery models such as the AMRC, UTC and IoT's.	Helen George	SCR LEP	Implement 'Routes Ready' groups that support growth areas in SCR and embed employers in curriculum development: <b>March 2019</b>		01/09/2017	31/08/2019	Introduction of Routes to Post 16 education is a complex process and will require substantial change in the FE sector	An initial project lead was recruited in Sept 2018, they untrrotuntley left in Dec but carried out a lot of work with post 16 providers to understand their main concerns. The concpet of Routes Ready groups for CEIAG, Employer Engagement and Curriculum Change were agreed in addition to 3 specific Routes Groups which will focus on where current gaps in supply are linked to inward investment and business growth. An interim consultant has now been recruited to take this work forward and progress activity, which will include before the end of June a meeting to agree which three routes we should focus on as a region, development of a procurement strategy to support the distribution of £50,000 to support implementation and initial meetings for
<b>CEIAG Strategy:</b> we have developed an all-age CEIAG strategy which will defragment local provision and improve its quality, support the development of effective career management skills, embed employer interactions (including quality work experience) and promote entrepreneurialism.	Karen Challis	SCR LEP	Create the governance framework for an employer led strategic Commissioning Board of partners to support Strand 1 of the CEIG strategy: <b>Autumn 2018</b>		01/08/2017	on -going	The CEIAG Strategy is stakeholder driven and relies on partnership work/collaboration	A Draft implemntaion plan is currently being worked through with stakeholders and following the release of the Gov National Careers Strategy. On-going work is taking place with the Enterprise Advisor Network as well as work with the CEC, SY Futures and links to the Health led Trial, ESF
<b>Investing in high quality learning environments:</b> we are deploying skills capital resources to improve post-16 learning environments in the City Region, ensuring that excellent facilities are available across all Technical Education routes.	Krysia Wooffinden	SCR LEP	Launch the 2018-2021 Skills Capital Prospectus: <b>Summer 2018</b> Secure a Careers Hub in SCR: <b>Summer 2018</b>		01/04/2018	31/12/2018	Low levels of match in the sector and demanding spend profiles for LGF	Initial discussions have taken place with key stakeholders inc colleges, UTC and SHU with further discussions planned with the AMRC and private provider . Recommendations re commissioning are being taken to Board (24/5/18)
<b>Aligning adult education with employer need:</b> we are working with providers to ensure that the Adult Education Budget is deployed to equip residents with the skills needed by the City Region's employers (looking at essential skills around maths, English, ESOL and digital)	Krysia Wooffinden	SCR LEP	Develop a commissioning strategy for AEB: <b>March 2019</b>		01/03/2016	01/07/2019	Devolution of AEB is currently on pause in relation to the mayoral powers needed to devolve funds to the CA	Considerable work was undertaken prior to the pause, which included work with stakeholders on the current mix and balance of provision to develop new funding policy that meets economic need, draft commissioning docs, funding agreement etc. We were also working through with Gov requirments around Readiness conditions and operational readiness conditions. Implementation Funding has been granted to the CA for 2018/19 which will be relased oncve mayoral powers are in place.
<b>Enterprise Advisor Network:</b> working with schools across South Yorkshire to embed Enterprise Co-ordinators to promote enterprise and increase links with employers	Karen Challis	Doncaster Chamber and SY LAs	Achieve 100% of South Yorkshire schools with an Enterprise Advisor: <b>August 2018</b>		01/09/2017	31/08/2018	Delays in contracting slowed down activity	Doncaster Chamber were contracted to co-ordinate delivery across the 4 SY LAs. Although in some areas progress was slow to start (due to contracts) activity is now progressing and we are waiting on Q1 claims
<b>Develop a devolution proposition for Apprenticeships,</b> ensuring they best meet need in SCR and that use of the Levy is maximised	Krysia Wooffinden	SCR LEP	Prepare a devolution proposition for Apprenticeships: <b>January 2019</b>		01/04/2018	31/03/2019	Failure to maxmisie use of the Levy will mean as a region we potentially lose investment in skills development	activity not started yet
<b>Strengthen the provision of quality assured careers advice</b> by developing a compelling case for the devolution of the Careers Enterprise Company and National Careers Service Budgets	Karen Challis	SCR LEP	Create an evidence base for greater influence over career budgets: <b>March 2019</b>		01/04/2018	31/03/2019	Budgets for careers based activity remain fragmented with careers advice for both adults and young people not currently being effective. Residents are unable to	A speicification for an evaluation of the current Enterprise Advisor Network is currently being worked up with Enterprise Co-orindators
<b>Improve access to information on post-16 learning routes:</b> working closely with SCR's network of post-16 providers, the LEP will explore options for a new 'one stop shop' service to provide course and vacancy information on local post-16 provision (aside from that covered by UCAS) and apprenticeship opportunities.	Krysia Wooffinden	SCR LEP	Feasibility paper re 'one stop shop' for course and apprenticeship info: <b>March 2019</b>		01/04/2018	31/03/2019		activitiy not started yet

Skills, Employment & Education Delivery Plan

Securing & Sustaining Employment

Last updated on10/05/2018

Programme Status

Number of at risk projects1

Activity	Lead	Organisation	What do we want to achieve in 2018-19? (Outcomes)	Status of Outcomes (RAG)	When did we start the activity?	When do we expect to finish the activity?	Delivery Risks	Progress Summary
<b>Health-led Employment Trial:</b> working with health partners and government, we have co-designed a research programme testing if joined-up support to help individuals with low to moderate mental health issues and/or a physical health condition to move into and sustain paid work. This is the largest global trial of this approach and launches March/April 2018.	Andrea Fitzgerald	SCR LEP	Health Led Employment Trial launches: <b>March 2018</b>	<span></span>	01/03/2017	31/03/2021	This is the first of its kind in terms of randomised controled trial which combined health with employment support	A provider has been appointed to deliver all 5 contracts (SYHA). The contract went live on the 3rd May with initial referrals received. The support window for participants has reduced because of delays to the start date (should have been Feb) so we are working with the WHU on options to extend.
<b>Work and Health Programme:</b> co-designed and managed between SCR and DWP, the Work and Health programme will provide specialist employment support to c. 1,500 SCR residents per year, the majority of whom have health/disability issues.	Andrea Fitzgerald	Reed in Partnership	Ensure resident participation in the Work and Health Programme is maximised: <b>March 2019</b>	<span></span>	15/01/2018	31/01/2023	Small volumes, nationally controlled programmes, covers 45 LAs, admin heavy for JCP	Delivery has started and we are working with Reed to ensure it meets local need
<b>Early Integrated Employment Pilot:</b> we are using devolved funding to implement whole-person specialist employment support to unemployed SCR residents with complex barriers to work (due to launch in 2018). Local Integration Boards have been developed with representation from all delivery partners to align support around individuals enabling progression into work.	Andrea Fitzgerald	SCR LEP	Finalise the co-design phase of the Early Intervention Employment Support Pilot with the proactive involvement of key stakeholders: <b>June 2018</b>	<span></span>	01/03/2016	TBC	Pilot currently on pause.	Although on pause, an ESIF bid was submitted by SCR to support securing match for the pilot to increase cohort volumes. As a plan B if we were unable to secure the pilot funds from DWP, the Local Authorities also submitted an ESIF bid to ensure we had support for this group available whatever the outcome of the pilot was
<b>Broaden the offer of joined-up health and employment support:</b> building on learning from the LEPs Health-led Employment Trial, work with partners across SCR to develop a truly integrated health and employment offer for individuals in and out of work	Andrea Fitzgerald	SCR LEP	Local Integration Boards established (inc published Integration Plans): <b>May 2018</b>	<span></span>	01/04/2018	31/05/2018	Resource and capcity within LAs and other local services	Most LIBS (exc Bassetlaw) are now established and are working on Integration Plans to identify where challenges exist and how collaboration can support. Themes from across the LIBs will be brought to the Employment Programme Board in July
<b>Broaden the offer of joined-up health and employment support:</b> building on learning from the LEPs Health-led Employment Trial, work with partners across SCR to develop a truly integrated health and employment offer for individuals in and out of work	Andrea Fitzgerald	SCR LEP	Develop SCR proposition around integrated employment support: <b>Autumn 2018</b>	<span></span>	01/04/2018	31/03/2019	activity not started yet	
<b>Commission focused activity to enhance and support the employment trial and pilot (inc employer awareness/support:</b> the LEP has commissioned Pathways to Progression, due to launch 2018, to support young people and adults address barriers to move into work, further education or self-employment.	Andrea Fitzgerald	DWP	Launch Pathways to Progression: <b>Autumn 2018</b> Implement a LEP-led campaign to raise employer awareness of the support available to gain the workforce they need and increase productivity: <b>By Autumn 2018</b>	<span></span>	01/06/2017	31/07/2021	Delays to commisioning activity by DWP and activity going live	Outline bids fro delivery of this programme have been reveiwed by ESIF Committee. Full bids were submitted by applicants in Feb 2018. We are waiting for moderation by DWP. Initiated recruitment of a marketing officer to support employer engagement (primarily for the Health Led Employment Trial). Working with businesses to understand barriers to supporting an employed person and packages we can put in place to trial support options

Skills, Employment & Education Delivery Plan

Progressing in Employment

Last updated on10/05/2018

Programme Status

Number of at risk projects1

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<b>Investing in high quality learning environments:</b> we are deploying skills capital resources to improve access to high level technical education adults and those in employment.	Krysia Wooffinden	SCR LEP	Launch the 2018-2021 Skills Capital Prospectus: <b>Summer 2018</b>		01/04/2018	31/12/2018	Low levels of match in the sector and demanding spend profiles for LGF	Initial discussions have taken place with key stakeholders inc colleges, UTC and SHU with further discussions planned with the AMRC and private provider . Recommendations re commissioning are being taken to Board (24/5/18)
<b>Continue to invest in the skills employers need:</b> a successor programme to the Skills Bank, including a new 'Skills Hub' aligned with our Growth Hub offer, will support further investment in the skills that employers need to grow fostering investment in leadership and management but also in embracing innovation and adopting new ways of working.	Krysia Wooffinden	SCR LEP	Launch Skills Hub and Skills Bank 2: <b>January 2019</b> Provide ongoing Labour market Information <b>March 2019</b>		01/01/2018	31/07/2021	Skills Hub will be part funded by ESF and is the commisioning process is managed by DWP (risks in relation to slippage)	Outlineapplication for the Skills Hub was submmitted by the CA to DWP in Jan 2018. Full stakeholder consulation has taken place on Skills Bank 2 with suggested changes agreed by CA and LEP Board. We are now working with the ESFA on the development of the specification and ITT documentation, looking to launch at the end of May/beginning of June. We have built into the contract management of the Skills Bank y the LEP allowance to cover 2-3 specialist Skills Brokers to within the Growth Hub. They will start activity over the summerto warm up employers.
<b>Advancement Service:</b> as part of the LEP's CEIAG Strategy, a new service to pilot a streamlined approach for individuals in receipt of in-work benefits (and those in low paid, low skilled sectors) will be introduced. The Advancement Service will bring together resources from the National Careers Service, Jobcentre Plus and other relevant providers of CEIAG provision to improve motivation and facilitate in-work progression.	Karen Challis	SCR LEP	Develop a model for an integrated nationally funded CEIAG offer for all residents receiving in work benefits: <b>Autumn 2018</b>		01/04/2018	31/08/2018		activity hasn't started yet
<b>Explore options to support in work learning,</b> through devolved use of the Adult Education budget, advanced learning loans and flexible learning programmes. As well as considering routes to self-employment and developing entrepreneurship.	Krysia Wooffinden	SCR LEP	Development of flexible learning programmes for SCR residents in employment (including a commissioning strategy for AEB): <b>March 2019</b>		01/04/2018	31/03/2019	Lack of flexible learning opportunities means the numbers of adults engaging with skills has/will drop	We currently have ESIF Committee approval to develop a flexible learning call to encourage innovative models of delivery. This is now being worked up.
<b>Develop a devolution proposition for Apprenticeships,</b> ensuring they best meet need in SCR and that use of the Levy is maximised	Krysia Wooffinden	SCR LEP	Prepare a devolution proposition for Apprenticeships: <b>January 2019</b>		01/04/2018	31/03/2019	Failure to maxmisie use of the Levy will mean as a region we potentially lose investment in skills development	activity not started yet



# SCR CA Executive Board

## DOCUMENT HISTORY COVER SHEET

### DOCUMENT DETAILS

#### DOCUMENT DETAILS

CREATOR

DATE VERSION 1 SAVED

FILE LOCATION PATH

VERSION	DATE	SAVED BY	NOTES
1			

## APPROVALS REQUIRED BY

APPROVAL REQUIRED BY	DATE
Executive Director	
Monitoring Officer	
S151 Officer	

#### Board Paper Instructions

1. Before commencing the preparation of a paper, please ensure that your Director is aware that it will be on the agenda for the meeting.
2. Please read the guidance for preparing a paper below and contained within the body of the template.
3. If your paper relates to a project rather than a policy decision, ensure that it has received Full Business Plan approval prior Director approval date above. Programme Management process needs to be reflected here
4. Use the format set out below to structure your paper. Noting:
  - a. Papers should be less than 4 pages long with additional material in an annexes;
  - b. Recommendations should be self-contained and specific given they will be used in the minutes;
  - c. Pages should not be numbered (they will be numbered for the final .pdf paper pack);
  - d. Paragraphs must be numbered correctly;
5. Ensure that your Director and subsequent approvers receives the paper in good time to comment on and approve within the timescales set out above.

Should you require any assistance with formatting issues, please contact Claire James who will be happy to assist.

**Please ensure that you follow the above before submitting papers. With regret if papers stray from these guidelines we may need to return them to the author, which runs the risk of the paper missing a Board cycle. We would obviously wish to avoid this if at all possible.**

## SKILLS, EMPLOYMENT AND EDUCATION EXECUTIVE BOARD

24<sup>th</sup> May 2018

### DELIVERY PLAN – May 2018

#### Purpose of Report

The dashboard sets out the aims for the year ahead and describes any delivery risks along with a summary of progress.

#### Thematic Priority

Develop the SCR skills base, labour mobility and education performance.

#### Freedom of Information

Executive Board papers are not made available under the Combined Authority Publication Scheme.

This paper is not exempt under [Part II of the Freedom of Information Act 2000](#)

#### Recommendations

The Board is asked to review and monitor the contents of the delivery plan.

#### REPORT AUTHOR POST

**Krysia Wooffinden**

**Assistant Director, Skills, Employment & Education**

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Mark Lynam

Organisation

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0114 220 3442

Background papers used in the preparation of this report are available for inspection at: 11 Broad Street West, Sheffield S1 2BQ.

Other sources and references: n/a

Skills, Employment & Education Delivery Plan

High quality education and advice for all

Last updated on

10/05/2018

Programme Status

Number of at risk projects

4

Activity	Lead	Organisation	What do we want to achieve in 2018-19? (Outcomes)	Status of Outcomes (RAG)	When did we start the activity?	When do we expect to finish the activity?	Delivery Risks	Progress Summary
<b>South Yorkshire Futures:</b> a new social mobility partnership, led by Sheffield Hallam University, focused on improving educational attainment and raising aspiration, particularly in disadvantaged areas.	Greg Burke	Sheffield Hallam Univeristy	Embed and facilitate the South Yorkshire Futures programme (especially school attainment): <b>March 2019</b>		01/03/2018	on- going	This is a mutli faceted project delivered by Sheffield Hallam Uni	We have met with Greg Burke and colleagues on a number of occasions to discuss how the SY Futures Programmes link with our work i.e. The CEIAG strategy and how we can work together of projects, for example Careers Hubs. More detailed work in relation to the Career Hub is taking place, focused on supporting local schools to achieve the Gatsby Benchmarks for good careers advice. SYF are also presenting at the next Board
<b>Implementing the Post-16 Skills Plan by becoming Routes Ready:</b> we are supporting the FE sector to develop high quality Technical Education routes, offering pathways to skilled occupations across the labour market (including Digital) as per the government's Post-16 Skills Plan and supporting employer led delivery models such as the AMRC, UTC and IoT's.	Helen George	SCR LEP	Implement 'Routes Ready' groups that support growth areas in SCR and embed employers in curriculum development: <b>March 2019</b>		01/09/2017	31/08/2019	Introduction of Routes to Post 16 education is a complex process and will require substantial change in the FE sector	An initial project lead was recruited in Sept 2018, they untrrotuntley left in Dec but carried out a lot of work with post 16 providers to understand their main concerns. The concpet of Routes Ready groups for CEIAG, Employer Engagement and Curriculum Change were agreed in addition to 3 specific Routes Groups which will focus on where current gaps in supply are linked to inward investment and business growth. An interim consultant has now been recruited to take this work forward and progress activity, which will include before the end of June a meeting to agree which three routes we should focus on as a region, development of a procurement strategy to support the distribution of £50,000 to support implementation and initial meetings for
<b>CEIAG Strategy:</b> we have developed an all-age CEIAG strategy which will defragment local provision and improve its quality, support the development of effective career management skills, embed employer interactions (including quality work experience) and promote entrepreneurialism.	Karen Challis	SCR LEP	Create the governance framework for an employer led strategic Commissioning Board of partners to support Strand 1 of the CEIG strategy: <b>Autumn 2018</b>		01/08/2017	on -going	The CEIAG Strategy is stakeholder driven and relies on partnership work/collaboration	A Draft implemntaion plan is currently being worked through with stakeholders and following the release of the Gov National Careers Strategy. On-going work is taking place with the Enterprise Advisor Network as well as work with the CEC, SY Futures and links to the Health led Trial, ESF
<b>Investing in high quality learning environments:</b> we are deploying skills capital resources to improve post-16 learning environments in the City Region, ensuring that excellent facilities are available across all Technical Education routes.	Krysia Wooffinden	SCR LEP	Launch the 2018-2021 Skills Capital Prospectus: <b>Summer 2018</b> Secure a Careers Hub in SCR: <b>Summer 2018</b>		01/04/2018	31/12/2018	Low levels of match in the sector and demanding spend profiles for LGF	Initial discussions have taken place with key stakeholders inc colleges, UTC and SHU with further discussions planned with the AMRC and private provider . Recommendations re commissioning are being taken to Board (24/5/18)
<b>Aligning adult education with employer need:</b> we are working with providers to ensure that the Adult Education Budget is deployed to equip residents with the skills needed by the City Region's employers (looking at essential skills around maths, English, ESOL and digital)	Krysia Wooffinden	SCR LEP	Develop a commissioning strategy for AEB: <b>March 2019</b>		01/03/2016	01/07/2019	Devolution of AEB is currently on pause in relation to the mayoral powers needed to devolve funds to the CA	Considerable work was undertaken prior to the pause, which included work with stakeholders on the current mix and balance of provision to develop new funding policy that meets economic need, draft commissioning docs, funding agreement etc. We were also working through with Gov requirments around Readiness conditions and operational readiness conditions. Implementation Funding has been granted to the CA for 2018/19 which will be relased oncve mayoral powers are in place.
<b>Enterprise Advisor Network:</b> working with schools across South Yorkshire to embed Enterprise Co-ordinators to promote enterprise and increase links with employers	Karen Challis	Doncaster Chamber and SY LAs	Achieve 100% of South Yorkshire schools with an Enterprise Advisor: <b>August 2018</b>		01/09/2017	31/08/2018	Delays in contracting slowed down activity	Doncaster Chamber were contracted to co-ordinate delivery across the 4 SY LAs. Although in some areas progress was slow to start (due to contracts) activity is now progressing and we are waiting on Q1 claims
<b>Develop a devolution proposition for Apprenticeships,</b> ensuring they best meet need in SCR and that use of the Levy is maximised	Krysia Wooffinden	SCR LEP	Prepare a devolution proposition for Apprenticeships: <b>January 2019</b>		01/04/2018	31/03/2019	Failure to maxmisie use of the Levy will mean as a region we potentially lose investment in skills development	activity not started yet
<b>Strengthen the provision of quality assured careers advice</b> by developing a compelling case for the devolution of the Careers Enterprise Company and National Careers Service Budgets	Karen Challis	SCR LEP	Create an evidence base for greater influence over career budgets: <b>March 2019</b>		01/04/2018	31/03/2019	Budgets for careers based activity remain fragmented with careers advice for both adults and young people not currently being effective. Residents are unable to	A speicification for an evaluation of the current Enterprise Advisor Network is currently being worked up with Enterprise Co-orindators
<b>Improve access to information on post-16 learning routes:</b> working closely with SCR's network of post-16 providers, the LEP will explore options for a new 'one stop shop' service to provide course and vacancy information on local post-16 provision (aside from that covered by UCAS) and apprenticeship opportunities.	Krysia Wooffinden	SCR LEP	Feasibility paper re 'one stop shop' for course and apprenticeship info: <b>March 2019</b>		01/04/2018	31/03/2019		activitiy not started yet

Skills, Employment & Education Delivery Plan

Securing & Sustaining Employment

Last updated on10/05/2018

Programme Status

Number of at risk projects1

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<b>Early Integrated Employment Pilot:</b> we are using devolved funding to implement whole-person specialist employment support to unemployed SCR residents with complex barriers to work (due to launch in 2018). Local Integration Boards have been developed with representation from all delivery partners to align support around individuals enabling progression into work.	Andrea Fitzgerald	SCR LEP	Finalise the co-design phase of the Early Intervention Employment Support Pilot with the proactive involvement of key stakeholders: <b>June 2018</b>	<span></span>	01/03/2016	TBC	Pilot currently on pause.	Although on pause, an ESIF bid was submitted by SCR to support securing match for the pilot to increase cohort volumes. As a plan B if we were unable to secure the pilot funds from DWP, the Local Authorities also submitted an ESIF bid to ensure we had support for this group available whatever the outcome of the pilot was
<b>Broaden the offer of joined-up health and employment support:</b> building on learning from the LEPs Health-led Employment Trial, work with partners across SCR to develop a truly integrated health and employment offer for individuals in and out of work	Andrea Fitzgerald	SCR LEP	Local Integration Boards established (inc published Integration Plans): <b>May 2018</b>	<span></span>	01/04/2018	31/05/2018	Resource and capcity within LAs and other local services	Most LIBS (exc Bassetlaw) are now established and are working on Integration Plans to identify where challenges exist and how collaboration can support. Themes from across the LIBs will be brought to the Employment Programme Board in July
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