



LEP - Lancashire Skills and Employment Board

Wednesday, 15th June, 2016 in Farringtons - Nelson and Colne College, Scotland Road, Barrowford, Nelson, BB9 7YT, at 8.30 am

Please note the venue and time

Agenda

Part I (Items Publicly Available)

- 1. Welcome and Apologies for Absence**
- 2. Declarations of Interest**
- 3. Minutes of the meeting held on 4th May 2016 (Pages 1 - 6)**
- 4. Matters Arising**
- 5. Update from the Lancashire Skills Hub (Pages 7 - 12)**
- 6. Skills Partnerships (Pages 13 - 18)**
- 7. Combined Authority and Devolution Update**
Oral report.
- 8. Higher Education White Paper (Pages 19 - 22)**
- 9. Area Based Review and Growth Deal (Pages 23 - 28)**
- 10. Proposed 2017 Programme of Meetings (Pages 29 - 30)**
- 11. Any Other Business**
- 12. Date of Next Meeting**
The next scheduled meeting will be held at 8.30am on the 27th July 2016 in Room 5, The Hutchinson Building, Training 2000 Limited, Furthergate Business Park, Harwood Street, Blackburn.

Key Contact: Lisa Moizer, Lancashire Skills Hub, 07825 996 447
Lisa.moizer@lancashire.gov.uk,



LEP - Lancashire Skills and Employment Board

Minutes of the Meeting held on Wednesday, 4th May, 2016 at 8.00am in Cabinet Room B - The Diamond Jubilee Room, County Hall, Preston.

Present:

Amanda Melton (Chair)

Mark Allanson	Lynne Livesey
Lindsay Campbell	Joanne Pickering
Steve Gray	Bev Robinson
Graham Haworth	Andy Wood
Paul Holme	

Observers

Dean Langton - Strategic Director and Head of Paid Service, Pendle Borough Council.
Sharon Riding - District External Relationship Manager, Cumbria and Lancashire District.

Also in Attendance

Martin Kelly, Director of Economic Development, LCC.
Dr Michele Lawty-Jones - Skills Hub Director.
Lisa Moizer - Coordinator, Lancashire Skills Hub.
Mike Neville, Company Services Team, LCC.
Andy Walker, Head of Business Growth & Innovation, LCC.

Oliver Chapman, Associate Director, Regeneris.

1. Welcome and Apologies for Absence

The Chair welcomed everyone to the meeting and introductions were made around the table. It was noted that no apologies had been received.

2. Declarations of Interest

No declarations of interest were made under this heading.

3. Revised Terms of Reference

Mr Neville informed the meeting that following a recent review of the Terms of Reference for the eight Committees of the LEP a number of minor amendments had been approved by the LEP Board on the 5th April 2016.

The Committee noted that the changes to the Terms of Reference related to the inclusion of wording to state that any observers who attend meetings are subject to the LEP Assurance Framework protocol on observer attendees and a reduction to the quorum required for the Committee to be able to conduct business. A copy of the revised Terms of Reference is set out in the Minute Book.

Resolved: That the revised Terms of Reference for the Lancashire Skills and Employment Board, as approved by the LEP Board on the 5th April, 2016, is noted.

4. Minutes of the meeting held on 23rd March 2016

Sharon Riding clarified that the digital service for Universal Credit would be rolled out nationally from July 2016.

Resolved: That the Minutes of the meeting held on the 23rd March 2016 are confirmed and signed by the Chair.

5. Matters Arising

It was noted that in accordance with the decision at the previous meeting Oliver Chapman, Associate Director from Regeneris, was to give a presentation in relation to his report on the economic impact of Lancashire training providers.

6. Economic Impact of Lancashire Training Providers

In presenting his report Mr Chapman highlighted the following points.

- In terms of an economic footprint Colleges represented a major employer within the Lancashire LEP area providing around 7,800 FTE jobs worth £305m gross value added. In terms of Labour Market returns the net profit value of qualifications from Colleges etc. in Lancashire was £1.6bn.
- London had the highest number of Higher Education enrolments at FE colleges by LEP with Lancashire a close second.
- With regard to the future challenges it was noted that the Advanced Engineering and Manufacturing, Financial and Professional Services and Creative, Digital and Media Sectors all indicated current and future skills shortages.
- Engagement with smaller employers, who often did not have sufficient resources to enable employees to attend College on day release, was lower.
- HEIs in Lancashire were successful in raising the skill level of residents and a good number of graduates went onto graduate level employment in Health and Social Care in Lancashire though retention rates of graduates in other sectors were not as high.

The Chair thanked Mr Chapman for his presentation and asked members of the Committee to comment on the report.

Whilst the report was generally well received the Committee recognised that much of the data used related to 2013/14 and Bev Robinson undertook to send Mr Chapman some additional updated information in relation to Blackpool and The Fylde College outside of the meeting. It was also suggested that the title of the report be amended as the term 'Training providers' was not generally used to describe Colleges/Universities which were covered in the report.

Mr Chapman presented an updated version of the bar chart regarding the number of employers receiving publicly funded training via Lancashire training providers which would be substituted for the one in the report (Figure 3.1).

The Committee also considered the issue of qualifications/competencies in relation to skills gaps and noted that care needed to be taken to ensure that in the future qualifications and training was more aligned to demand from employers and directed toward those sectors with identified skills shortages. It was also suggested that for the future the Committee would benefit from having sight of information related to employment levels/vacancies within each Sector.

The Committee recognised that a significant level of spend within the system was directed towards 16-18 classroom based education rather than Apprenticeships within the workplace and often choices made by young people in terms of qualifications were not aligned with those Sectors with the most employment opportunities.

It was suggested that changes to the system such as the Area Based Review and Apprentice Levy would provide an opportunity for the Committee and Skills Hub to develop a co-ordinated approach to encourage specialisation and commission provision in order to address existing and future skills shortages.

Resolved: That the comments of the Committee as set out above are forwarded to Mr Chapman and taken into consideration when finalising the report.

7. Up-date from the Lancashire Skills Hub

Michele Lawty-Jones informed the Committee that the Lancashire Young Ambassador Network had been launched on the 21st April 2016 in partnership with the Work Based Learning Forum and the Skills Funding Agency and currently involved 20 Ambassadors. Members of the Committee were asked to encourage providers and employers to recommend more ambassadors to join the network.

It was further reported that the Lancashire Consortium had been successful in securing the Skills Funding Agency ESIF tender for young people at risk or not in education, employment or training.

Resolved: That the report is noted.

8. Timetable of Agenda Items

The Committee considered a report regarding potential items for business for future meetings up to the end of 2016 and noted that private sector members of the Committee had requested that future meetings be held at skills provider venues, particularly those which had benefitted from Growth Deal Skills Capital investments.

With regard to the Apprenticeship Growth Plan it was suggested that the Skills Hub work seek to engage with those employers who did not attend the previous event.

Resolved:

1. That, subject to the availability of venues, the existing arrangements for future meetings to be held at County Hall, Preston, are cancelled and arrangements made for meetings to be held at 8.30am on the dates and at the venues specified below

15 th June 2016	- Nelson and Colne College.
27 th July 2016	- Training 2000.
7 th September 2016	- Runshaw College.
17 th October 2016	- Blackpool and the Fylde College.
30 th November 2016	- Myerscough College.

2. That the proposed items for each of the above meetings, as set out in the report presented, are approved.
3. That an update on the findings of the independent panel on reforms to technical and professional education be presented to the Committee on 15th June 2016.
4. That the report to be presented to the meeting on 27th July 2016 regarding the Lancashire Apprenticeship Growth Plan be forward looking and include an overview of the issues around the Apprenticeship Levy.
5. That a report be presented to a future meeting in connection with the impact of the Living Wage on local employers.
6. That in future the Committee receive quarterly reports on the number of vacancies in Lancashire together with employment rates and any significant redundancies or new employment opportunities.

9. Area Based Review - Verbal Update.

Amanda Melton and Bev Robinson both declared an interest in relation to this item as the represented organisations that were involved in the Area Based Review (ABR). Mark Allanson also declared an interest as he was a member of the Board of Blackburn College.

Michele Lawty-Jones reported that a meeting of the Working Group had taken place at which there had been a positive discussion around the ABR Guidance. It

was reported that the Committees evidence base for Lancashire including the sector skills studies would be made available to the Working Group together with additional information from the County Council and Unitary Authorities in relation to school leavers, supporting students with SEND and school sixth form provision.

Mr Langton informed the meeting that both the Combined Authority and Devolution Deal for Lancashire were progressing, though at a different pace compared to the ABR.

Resolved: That the report is noted and the Committee are kept informed of further developments.

10. Combined Authority/Devolution - Verbal Update

Dean Langton reported that, with the exception of Wyre Borough Council, all local authorities in Lancashire including the two Unitary Authorities, had now agreed to form the Combined Authority and work was progressing on the formal application which would be made to the Government.

It was also noted that work was progressing on developing the Devolution Deal with housing, strategic transport and employment/skills all being identified as priorities.

Resolved: That the updates are noted.

11. Reporting to Lancashire Enterprise Partnership Board

Resolved: That a report in relation to the Area Based Review together with a copy of the final report from Regeneris in connection with the Economic Impact of Lancashire Training Providers be presented to the LEP Board in June.

12. Any Other Business

No items of business were raised under this item.

13. Date of Next Meeting

It was noted that in accordance with an earlier decision the next meeting would be held at 8.30am on the 15th June 2016 at Nelson and Colne College, Scotland Road, Barrowford, Nelson.

14. Lancashire / Sheffield City Region Science and Innovation Audit

(Not for publication – exempt information as defined in paragraph 41 (Information provided in confidence relating to contracts) of the Freedom of Information Act 2000. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information).

Martin Kelly informed the meeting that the Lancashire LEP/Sheffield City Council joint bid to conduct a Science and Innovation Audit was one of five such bids from across the country which had been endorsed by BIS.

The Lancashire/Sheffield audit would explore the interaction between research, innovation and advanced manufacturing with a focus on Aerospace, Nuclear and Rail supply chains and a timetable for the project was presented as part of the report.

Resolved: That the report is noted.

15. Growth Deal Skills Capital

(Not for publication – exempt information as defined in paragraph 41 (Information provided in confidence relating to contracts) of the Freedom of Information Act 2000. It is considered that in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information).

Michele Lawty-Jones informed the Committee that the recommendations regarding six applications for Growth Deal Skills Capital made at the last meeting (including subsequent amendments agreed by written resolution) had been presented to the LEP Board on the 5th April 2016 which had approved a total allocation of £4,736 308 and agreed that any underspends on Growth Deal Skills Capital be allocated towards measures to minimise the impact of the Area Based Review and other priority projects.

The Committee considered an overview of all nine projects approved during Rounds 1 and 2 and noted that they involved a range of skills sectors and geographical locations across the County.

With regard to Growth Deal 3 funding the Committee considered that in view of the timescale a combination of open tendering and direct commissioning would be used to identify potential projects which could be explored further in June/July. It was noted that final funding announcements were expected to be made as part of the Government Autumn Statement.

Resolved:

1. That the report is noted.
2. That a timetable be developed in relation to the remaining Growth Deal Skills capital funding in the current growth Deal programme to support the outcomes of the Area Based Review.
3. That any details of any potential projects in relation to Growth Deal 3 be forwarded to the Skills Hub Director for consideration and inclusion in a subsequent report to the LEP Board.



Lancashire Skills and Employment Board

Private and Confidential: No

Wednesday 15th June 2016

Up-date from the Lancashire Skills Hub

Report Author: Dr Michele Lawty-Jones, Director of the Lancashire Skills Hub, michele.lawty-jones@lancashire.gov.uk & Lisa Moizer, Co-ordinator of the Lancashire Skills Hub lisa.moizer@lancashire.gov.uk

Executive Summary

This report provides an overview of the Lancashire Skills Hub activity since the last meeting.

Recommendation

The Committee is asked to note the up-date.

1. Careers Education, Information, Advice and Guidance (CEIAG)

- 1.1 The LEP was successful in its bid to the Careers and Enterprise Company for an 'Enterprise Adviser Network'. The pilot project, which launched in January in Blackburn with Darwen and Burnley, aims to stimulate engagement between businesses and industry and schools to inspire young people and provide CEIAG. Essentially the project involves a funded Enterprise Coordinator, working with a network of Enterprise Advisers (strategic business volunteers) working with a network of schools to develop employer engagement strategies and plans.
- 1.2 Since the last up-date, additional schools have engaged with the network in Burnley and Blackburn with Darwen, taking the number to 20 (against a target of 20); 20 corresponding Enterprise Advisers from local businesses have also now been recruited. The response from the HIVE business network and the Burnley Bondholders has been excellent.

- 1.3 Formal confirmation of grant funding for next academic year has now been received. Match funding is currently being sought to enable the network to be expanded to 60 schools across Lancashire from September 2016.
- 1.4 The JCP Pathfinder with schools has now started, and an Employment Adviser recruited, Fabian Wallbank. Fabian is working closely with our Enterprise Coordinator, Kay Vaughan, so that activity is coordinated in schools. The pathfinder is also focused in Burnley and Blackburn with Darwen, but it is intended that it will also extend across Lancashire next academic year.
- 1.5 A local event is being planned in July with partners to celebrate the early successes of the Enterprise Adviser Network, collaborative working and to formally launch the JCP Pathfinder.
- 1.6 Kay is also delivering a workshop at the national Careers and Enterprise Company network later in June, focusing on good practice in regard to employer engagement – recognising good practice in Lancashire.
- 1.7 Six Labour Market Information (LMI) workshops have been delivered across Lancashire (Blackburn College, Blackpool & Fylde College, UCLan in Burnley, Lancaster University, UCLan in Preston and Edge Hill University in Ormskirk), in partnership with the National Careers Service (NCS). The workshops, led by Andrew Heydeman, our Careers Inspiration Coordinator, were based on our sector skills studies, and emphasised future opportunities in the Lancashire labour market, apprenticeship reforms and showcased HE facilities at each of the locations. The workshops were targeted at schools, Colleges and careers professionals.
- 1.8 In total, seventy five people attended, with approximately 80% of these attendees either school or College staff, or independent Careers Advisers working within Lancashire schools. Over 80% of attendees gave the workshops the highest possible rating of "Very useful" and many were interested in further information. The NCS are working with the hub to further develop fact sheets and resource packs, using infographics, as well as planning further workshops (for example, targeting Governors and parents).

2. European Structural Investment Funds (ESIF)

- 2.1 The Skills Funding Agency (SFA) opt-in project for young people at risk of or not in education, employment or training (NEET) is now being contracted. An event with the SFA was attended outlining the contracting process. The SFA will be arranging a meeting with the accountable body, Preston's College, and the Skills Hub in due course. In the interim, a meeting has been held with Preston's College, the accountable body for the local consortium, to discuss the NEET Coordinator role which will be deployed to the Skills Hub and to set

a date for the first steering group. It is intended that the steering group will span both the SFA NEET project and also the project co-financed by the Big Lottery under 'Building Better Opportunities' (BBO) which targets NEETs who are disadvantaged and further from the job market to ensure complementarity and strategic alignment. It is hoped that a plan for the capacity building funds which form part of the SFA project will be presented at the next Skills and Employment Board for sign off.

- 2.2 The tenders for the other two SFA co-financed projects have also been released - 'Skills Support for the Workforce' and 'Skills Support for the Unemployed'. The former closed on the 6th June and the latter closes on the 4th July. Both projects also involve coordinators (which will be deployed to the Skills Hub) and capacity building funds to aid strategic alignment and innovation, as per the NEET project.
- 2.3 The invitation to tender (ITT) for the project co-financed by the Department for Work and Pensions (DWP) closed on the 22nd April. The Skills Hub has been nominated by the ESIF Committee to undertake the evaluation of tenders with DWP. Lisa undertook training and contributed to the scoring – the outcome is awaited. It is anticipated that activity will commence in November 2016 (for 3 years).
- 2.4 The call under BBO for projects addressing 'Digital Inclusion' has now closed and applications are with the Big Lottery.
- 2.5 As per the previous up-date and our recommendations to the ESIF Committee, work has been undertaken to scope calls in relation to Active Inclusion and Widening Participation/Outreach. The tenders have now been formally launched by the managing agent and the closing date for applications is the 19th July. These projects require match locally.

3. City Deal

- 3.1 A workshop was held on Thursday 5th May with the City Deal Skills and Employment Steering Group members to discuss and agree metrics for the set of objectives identified in the Ekosgen research. These will feed into the overarching City Deal business plan and will be used to assess progress on a quarterly process. We hoped to present the objectives and metrics at the meeting but further work is required to ensure that data is available to measure progress. The objectives and metrics will be presented at the next meeting, with a progress up-date.

4. Northwest Aerospace Alliance (NWAA) Annual Conference

- 4.1 A key note presentation was delivered at the NWAA annual conference in relation to skills challenges in the industry and good practice in Lancashire.

This provided an opportunity to present key statistics from the sector skills study and, in particular, the challenge in regard to replacement demand and the need to promote the industry through effective engagement with schools and Colleges, and to highlight the role of apprenticeships in tackling this issue. The changing nature of the workforce was also discussed, focusing on automation, human-robot collaboration, big data and cyber systems. Discussion with Aircelle / Safran Nacelles resulted, with an invite to tour the factory, and we have been approached to provide editorial for 'The Manufacturer' publication in regard to skills challenges in the sector.

5. North West Skills Leads Meeting

- 5.1 A further meeting of the North West Skills Leads took place on the 7th June, including colleagues from Manchester, Merseyside and Cumbria. Experiences in regard to the Area Based Reviews were shared, both in terms of process, lessons learnt and recommendations. Greater Manchester have led the development of a strategy relating to HS2 and HS3 and skills implications – a meeting will be taking place shortly to discuss skills for the broader rail industry and aspirations in the Northwest.

6. Digital Advantage

- 6.1 The White Room has been procured to undertake the supply of digital skills pipeline pilot, which has been named 'Digital Advantage'. The pilot aims to enhance the digital skills of young people while in their final year of study and enable them to successfully progress into digital apprenticeships. The pilot commenced in May 2016.
- 6.2 The White Room have so far successfully signed up six schools and colleges across Lancashire and have meetings arranged with another four (against a target of 10). They will deliver the pilot to young people in academic year 2016/17
- 6.3 They are also looking to link up with apprenticeship providers who offer digital apprenticeships to offer to the young people at the end of the programme and have so far met with T2000 and Blackburn College. The Skills Hub also arranged for The White Room and Digital Lancashire to have a tour of T2000's new Cyber Security centre on 27 April.
- 6.4 Digital Advantage is working closely with Digital Lancashire and their members to gauge and stimulate demand for apprenticeships and recruit trainer/mentors and master-classes from Digital Lancashire employers.

7. Growth Deal Skills Capital

- 7.1 Further to the up-date at the last meeting on the projects that were successful under round 2, the Growth Deal Programme Team are working closely with applicants to progress the Grant Funding Agreements (GFAs). Of the 9 projects approved in April, 2 have now got signed Grant Funding Agreements and are live (Myerscough College –Food and Farming Innovation and Technology Centre and Runshaw College – Enhancing IT Infrastructure). The remaining 7 are being progressed, and it is hoped that the GFAs will be signed later this month.



Skills and Employment Board

Private and Confidential: No

Wednesday 15th June

Skills Partnerships (Previously referred to as Sector Skills Development Partnerships)

Report Author: Lisa Moizer, Co-ordinator of the Lancashire Skills Hub,
lisa.moizer@lancashire.gov.uk

Executive Summary

The paper provides background information to the Skills Partnerships discussed at previous committee meetings, a summary of the progress made in setting up the Skills Partnerships or a similar group and the draft Terms of Reference for the Skills Partnerships.

Recommendation

The committee are asked to review and comment on the approach taken for each sector and to contribute thoughts on how the approach could evolve further.

1 Background information

- 1.1 The concept of Skills Partnerships was born out of the studies into the seven priority sectors, identified by the LEP and the Skills and Employment Board as either high GVA or high employment sectors in Lancashire.
- 1.2 The seven studies reported on the state of each sector and proposed an action plan to address the issues and take advantage of the opportunities that came out of the research. The actions plans from the studies were not developed with budget or resource constrains. The Skills Partnerships were named in the action plans as suggested vehicles to bring public and private sector organisations together to oversee the delivery of the action plans. It was anticipated that the membership and formation of the Skills Partnerships would flow from the steering groups that were established to oversee the research.

- 1.3 Whilst the consultants were asked to develop steering groups with private and public sector membership, attendance was inconsistent and the level of engagement was varied.
- 1.4 The Skills Hub requested feedback from the consultants in regards to the formation of the Skills Partnerships and the consultants agreed that while they felt that engagement with the private and public sector was important to deliver the proposed action plan they recognised that consistent engagement with employers would be challenging and that setting up the partnerships would be resource intensive.
- 1.5 Taking on board the experiences of the consultants and their feedback the Skills Hub explored the following:
- Groups/networks/partnerships of private and/or public sector organisations that already exist which could take on the proposed role of the Skills Partnership and oversee / deliver actions.
 - Organisations that represent Lancashire's priority sectors employers and who could use their established relationships to help deliver the actions.
 - Provider established employer networks which are helping to address the outcomes of the sector studies.

2 Summary of Progress by Priority Sector

2.1 Advanced, Engineering & Manufacturing

The Service Level Agreements which have been agreed with the Northern Automotive Alliance (NAA) and the North West Aerospace Alliance (NWAA) support actions from the sector studies including providing business intelligence, identifying and promoting opportunities for apprenticeships (including higher level and degree), internships, graduate placements, work experience and engagement with education institutions.

The Skills Hub has presented and has been invited to present at events which these representative bodies have organised for their members.

In addition to the work of NAA and NWAA a Skills Partnership is being developed with employers from the broader sector. The Skills Partnership's proposed Terms of Reference (**see Appendix A**) has been shared with the NAA and NWAA for their sector opinion.

2.2 Construction

The Skills Partnership (Construction Hub) has met once and employers said that for them to engage on the skills agenda they would also need to have more information about the City Deal's project pipeline and how to bid to be sub-contractors. Those views were taken on board and the next Construction Hub will be on 6 July and the event will include a presentation of the project pipeline as well as a workshop regarding apprenticeship reforms. The hub is

likely to broaden from the City Deal geography to cover wider Lancashire, recognising growth in the construction industry across Lancashire. The City Deal Skills & Employment Steering Group is focussed on increasing construction apprenticeships and links between employers and education institutions. The 'Careers Education Information Advice and Guidance' (CEIAG) Taskforce led by the Skills Hub is collaboratively running a City Deal stand at the UCLAN Lancashire Science Festival over three days, 29 June to 1 July, eight partners are involved.

2.3 Digital

The Creative and Digital sector study identified that the skills issues were focused in the digital sector and therefore the focus of the action plan was digital. A Service Level Agreement was agreed with Digital Lancashire and as well as the themes mentioned in 2.1 the SLA also includes the development of digital employer cluster groups across Lancashire where none exist, with an overarching pan Lancashire Skills Partnership. The draft Terms of Reference has been shared with Digital Lancashire for their sector opinion. The Digital Advantage pilot delivery also addresses issues raised in the sector study and will have its own steering group, please refer to the Skill and Employment Hub Up-date paper in this agenda pack for further details.

2.4 Energy and Environmental Technologies

The first meeting of the Skills Partnership is on 20 June, following discussion with Andy Wood in regard to the best approach to engaging employers. The draft Terms of Reference has been shared with invitees in advance of the meeting including Andy.

2.5 Health and Social Care

Discussions and meetings have taken place with a range of people from the health and social care sector to investigate the best way forward; it is a complex sector with a range of existing groups and initiatives. The Health Education England (HEE) Cumbria and Lancashire Local Workforce and Education Group (LWEG) held a workforce workshop in April. At the workshop it was clear that the LWEG work is NHS facing whereas the Skills Partnership plans to engage with private sector care providers and so therefore it has been agreed that two partnerships will be formed. The two will link through mutual attendance.

Karen Swindley, Workforce and Education Director of Lancashire Teaching Hospital has volunteered to chair the Skills Partnership and the first meeting of the Skills Partnership is on 28 June.

2.6 Financial and Professional Services

The Skills Hub delivered a skills and employment session to the law employer group Breakfast @8 at UCLAN and discussed with the employers the

proposed Skills Partnership. At present there is limited enthusiasm – it may be that a better approach is to attend existing events to enable actions to be taken forward.

The Skills Hub are presenting at the HR Forum run by Forbes Solicitors to simulate demand for the coming ESF Sector Skills for the Workforce project, which is a good example of how we can work with the sector going forwards.

2.7 Visitor Economy

Lindsay Campbell has volunteered to chair the Skills Partnership. The draft Terms of Reference have been shared with the Lindsay to share more widely with visitor economy employers and they have also been shared for comment with Marketing Lancashire. The Skills Hub have met with Marketing Lancashire and they have given their support to the Skills Partnership and will be a member. The first meeting is penciled in for July.

2.8 Overarching all sectors

Working with the HIVE and the Burley Bondholders business groups has been key in the successful implementation of the 'Enterprise Adviser Network' pilot.

3 Recommendation

- 3.1 The committee are asked to review and comment on the approach taken for each sector and to contribute thoughts on how the approach could evolve further.

Note: All the sectors have the same generic Terms of Reference

Advanced Manufacturing Skills Partnership

Proposed Terms of Reference

Aim

To work together proactively to address the skills needs, shortages and gaps identified by the partnership. To create a balanced, skilled and inclusive workforce for the Advanced Manufacturing (AM) sector in Lancashire.

Why be involved?

1. Build relationships with Lancashire businesses in the AM sector:
 - To share best practise in regards to workforce development, training, attracting new talent, leadership and management etc.
 - Work together to achieve more than as individual businesses, e.g. economies of scale when commissioning training.
2. Build relationships between businesses and the key training providers, colleges and universities who have a specific interest and expertise in delivering training and qualifications for the AM sector.
3. Work together to tell the future workforce about the sector, promote and break down misconceptions. Engage with schools, colleges etc. to increase demand to work in the sector and growth the talent pool for recruitment.
4. Help shape the training and qualifications for the sector to better meet employer's needs, including new apprenticeship standards and higher level apprenticeships.
5. Inform the work of the Lancashire Skills and Employment Board helping them maintain up-to-date knowledge of the sector to inform priorities.
6. Inform and influence the direction of the AM sector strategy in Lancashire.
7. Influence and attract opportunities for resources and/or funding in Lancashire to support the AM sector's priorities and actions, such as European Social Funding (ESF), the Apprenticeship Levy and a Devolution deal for Lancashire.
8. Be a voice and lobby for the Lancashire AM sector's skills and employment priorities through to central Government.

How?

1. Identify the AM sector's skills and employment priorities.

2. Work together to develop and take ownership of a set of actions that address the priorities, implement solutions and take advantage of opportunities.
3. Direct time and resource to the partnership.
4. Provide a co-ordinated response to skills gaps, shortages and needs.
5. Lead engagement of the AM sector with local and national initiatives/activities, ensuring that the AM sector benefits.
6. Work with the Lancashire Skills and Employment Hub and other stakeholders across Lancashire to inform and communicate the work of the partnership.
7. Identify new and emerging priorities and employer needs through the partnership.
8. Make recommendations regarding AM skills and employment priorities to the Skills and Employment Board and in turn to the Lancashire Enterprise Partnership (LEP) Board.
9. Providing sector knowledge and intelligence to understand key skills demands in the Lancashire AM sector.

Membership

The partnership shall include as a minimum employers, training providers, colleges, universities and the Skills and Employment Board. It is proposed that the Advanced Manufacturing Skills Partnership (SP) shall comprise a minimum of 5 members and a maximum of 20. For the initial meeting members shall be invited by the Skills and Employment Hub. After this the partnership shall agree who further to invite.

Commitment

Members are must make a commitment to attend meetings on a regular basis. If a member is unable to attend a meeting apologies should be given prior to the meeting.

The partnership will meet 4 times a year, which can be reviewed according to needs identified by the partnership.



Lancashire Skills and Employment Board

Private and Confidential: No

Wednesday 15th June 2016

Higher Education (HE) White Paper – Success as a Knowledge Economy: Teaching Excellence, Social Mobility and Student Choice

Report Author: Dr Michele Lawty-Jones, Director of the Lancashire Skills Hub,
michele.lawty-jones@lancashire.gov.uk

Executive Summary

This paper provides a summary of the HE White Paper, published by Government in May 2016 and a number of discussion points.

Recommendation

The Committee is asked to note the key points and to contribute to a discussion in regard to implications for Lancashire. It would also be useful for our higher education providers to contribute knowledge and understanding and their thoughts as to the implications for Lancashire, as a Skills and Employment Board member.

Background

The Government published a HE White Paper in May 2016. The paper is titled 'Success as a Knowledge Economy: Teaching Excellence, Social Mobility and Student Choice' and outlines a number of reforms which aim to: 1) address the lack of clear information available to university applicants; 2) develop an open and diverse sector in which teaching excellence matches that of research; and 3) enhance the capacity to strengthen strategic thinking and investment in research and innovation.

The paper refers to the changes post-92, which brought former polytechnics into the university system, increases in the diversity of higher education provision, and the increase from 19% of young people in 1990 entering university to almost 40% in 2013 – with more people from disadvantaged backgrounds attending than ever

before. The introduction of student loans and the removal of the student number cap has given greater choice and has supported greater competition in the sector. The paper sets out reforms which will build on those made previously – opening up the market further to enable greater competition and diversity in HE providers combined with more flexible approaches to delivering provision; moves to increase transparency of data about teaching alongside the introduction of a 'Teaching Excellence Framework'; and further engagement of students from a diverse range of backgrounds.

Key proposals

- A simplified regulatory environment which will reduce unnecessary barriers to entry for providers who wish to achieve Degree Awarding Powers (DAPs) or call themselves a University. The Government are clear that they wish to encourage competition to drive up standards, and that they are 'not in the business of rescuing failing institutions'.
- Greater, transparent information will be available in relation to teaching quality to support the decision making of potential students. This will enable students to make informed choices, and drive up standards. This will also include greater focus on employability and support in relation to career planning and a link between higher education and tax data to chart the transition of graduates from higher education into the workplace – providing further information about the cost of learning compared with the potential rewards.
- The paper states that teaching, for too long, has been the 'poor cousin to research' and that unacceptable variability in the quality of teaching needs to be addressed. A 'Teaching Excellence Framework' (TEF) will be introduced which will aid benchmarking, improve transparency of data and drive up standards. A trial will be run in 2017/18.
- The Government wish to drive greater flexibility in provision, for example accelerated degrees, part-time study, credit accumulation systems which enable modular approaches (credits per module which can add up to achieve a certificate of higher education, diploma or full degree) and Degree Apprenticeships. A review of evidence on the success of credit transfer and accumulation systems is due to be launched.
- There will be greater transparency in admissions policies to support widening participation. English 18 year olds from the most advantaged backgrounds were 6.3 times more like to go to higher tariff institutions in 2015 than those from the least advantaged backgrounds; demonstrating that more progress needs to be made to broaden diversity. Specific reference is made to white males from lower socio and economic backgrounds and black and minority ethnic students.

- 10 arms-length Government bodies will be reduced to two: a single market regulator, the Office for Students (OfS) (bringing together the Office for Fair Access and aspects of the Higher Education Funding Council for England - HEFCE) and a single research and innovation funding body, UK Research and Innovation (UKRI) bringing together the existing Research Councils, Innovate UK and aspects of HEFCE.

Points of consideration for the Board

The following points are raised to stimulate discussion at the board:

- What are the implications in regard to the potential for new entrants into the Higher Education market in Lancashire and what is the committee's perspective on this? Are there gaps that could be addressed by encouraging providers into Lancashire?
- In Lancashire we need to increase attainment levels and widen participation as the County is below the national average of people qualified at Level 4+. Is there more that the committee can do to work with providers to increase flexibility to support engagement? For example, are we maximising the opportunity that Degree Apprenticeships present?
- There will be even more focus on the progression of graduates as data regarding destinations and earnings becomes more robust through the tracking of graduates via HMRC. It is important providers of higher education in Lancashire rank well in league tables to continue to attract students to Lancashire – who could then be retained in the labour market. Is there more that we can do to support progression into Lancashire businesses?
- Is there a need to improve information, advice and guidance to young people and adults in regard to the different ways to engage with higher level qualifications? As more innovation emerges in the sector, this may help to engage a wider and more diverse group of Lancashire residents.
- Are there any implications for the ESF project which is currently out to tender in regard to widening participation?

Committee members are also invited to contribute additional points for discussion.



Skills and Employment Board

Private and Confidential: No

Wednesday 15th June

Area Based Review (ABR) and Growth Deal 3

Report Author: Dr Michele Lawty-Jones, Director of the Lancashire Skills Hub,
michele.lawty-jones@lancashire.gov.uk

Executive Summary

This paper provides an up-date from the ABR Working Group, a draft of the principles which will underpin the LEP 'skills conclusion' for review, and the Growth Deal 3 recommendations made to the LEP Board.

Recommendation

The Committee is asked to comment on the draft high level principles, mapped against the Lancashire Skills and Employment Strategic Framework. The principles will be worked up further and brought back to the next Skills and Employment Board.

1. Background Information

- 1.1 As reported previously, the ABRs, driven by Government and the FE Commissioner, will review the College infrastructure across England with view to delivering institutions which are financially viable, sustainable, resilient and efficient with an offer that meets each area's educational and economic needs. This includes focusing on specialisms and ensuring sufficient access to high quality and relevant education and training for all which reflects changes in Government funding priorities and future demand.
- 1.2 It is anticipated that the review will commence in September 2016 in Lancashire. A steering group will be established to drive the review which will involve representation from the LEP, Local Authorities and each College's Chair of Governors and Principal / CEO. The Joint Area Review Development Unit (JARDU) will administer the review and the steering group.
- 1.3 As per current reviews, the LEP will be required to produce a visioning document to help guide the outcomes of the review.

2 Working Group up-date

- 2.1 The working group met on the 26th May. Membership has been expanded to include Blackpool Unitary Authority (Mike Taplin). Debbie Corcoran also attended the meeting on behalf of JARDU and provided an overview of the process.
- 2.2 Interestingly Debbie questioned the logic for two separate reviews in Lancashire (Lancashire – Pennine and Lancashire – Coastal). The decision for 2 reviews (in 2 different waves) was previously challenged by the LEP, referencing the fact that the LEP (and allied strategies and plans) is Lancashire wide, and that the evolving Combined Authority is also Lancashire wide. As a result BIS agreed to bring the two reviews together under Wave 4 – with 2 sub-reviews and an overarching Lancashire-wide steering group led locally. Debbie agreed to discuss the approach with JARDU with view to bringing the 2 sub-reviews together. In terms of strategic alignment, and from a resourcing perspective this would be welcomed. Confirmation is awaited.
- 2.3 The note from the working group meeting is provided in Appendix A.

3 LEP 'Skills Conclusion'

- 3.1 An initial view of the principles, mapped against the Lancashire Skills and Employment Strategic Framework is provided for comment by the committee, see following page. This has been developed with Paul Holme, in his role as expert adviser. This will be developed further and brought back to the next Skills and Employment Board.
- 3.2 A paper is to be presented at the LEP Board meeting on Tuesday 14th June (the day before the committee) outlining the ABR and guidance, the work of the working group and the Skills and Employment Board, the draft principles and recommendations in regard to Growth Deal 3 (see next section). The board have also been asked to comment on the draft principles. Feedback from the board will be provided at the committee meeting.

Draft ABR principles against the Skills and Employment Strategic Framework

<p style="text-align: center;">FUTURE WORKFORCE</p> <ul style="list-style-type: none"> • Use of Labour Market Information (LMI) to shape curriculum offer. • Use of LMI to inform Careers Education, Information, Advice and Guidance (CEIAG) offer / consistent offer for all students. • Engagement of employers in curriculum development • Embedding employability and enterprising skills, attitudes and behaviours throughout the education journey. • Improve route ways from classroom based provision and apprenticeships to higher level professional & technical education across the geography. • Adequate access to foundation level and Level 2/3 provision within each area of Lancashire (with reasonable 'travel to learn'), including adequate provision for SEND students. • Ensure that our post-16 learning physical infrastructure is fit-for-purpose, financially viable and aligned to our economic priorities and labour market demands. 	<p style="text-align: center;">SKILLED AND PRODUCTIVE WORKFORCE</p> <ul style="list-style-type: none"> • Contribution to growth in the number of apprenticeships (including higher level and degree) across our priority sectors including both 16-18 and adults. • Strong collaboration between institutions and employers to ensure there are seamless progression routes for people across Lancashire. • Adequate access to specialist provision at L3 and higher levels which is relevant locally, and includes provision with (inter)national draw, based on learner and employer demand. • Specialist provision which complements ambitions for growth, for example supporting inward investment opportunities at the EZs. • Increase engagement with business during and after studies. • Sufficient provision to address skills shortages and hard-to-fill vacancies highlighted in the skills and employment evidence base.
<p style="text-align: center;">INCLUSIVE WORKFORCE</p> <ul style="list-style-type: none"> • Outcome focused provision – raising skills levels and employability of unemployed adults and NEET young people (including English and Maths), which results in employment and improved prospects. • Integrated approaches to skills and employment which tackle barriers to progression, working with partners in Lancashire. • Facilitate routes into employment through sector specific provision targeted at areas with labour market demand and/or to support inward investment opportunities. • Integration of digital skills to improve social mobility and engagement with public services, and to increase employability. • Adequate access (travel to learn) for adults and young people with SEND, which boost life skills and employability. 	<p style="text-align: center;">AN INFORMED APPROACH</p> <ul style="list-style-type: none"> • Outcomes which go beyond achievement of qualifications – for example, employability, progression, employment / further training, earning potential and contribution to succession into Lancashire's priority sectors and STEM related industries. • Use of information to inform curriculum offer and remove provision, e.g. volumes, Ofsted gradings, learner and employer feedback and progression; ability to be flexible to meet future demands. • Ensure institutions are financially viable, sustainable and resilient and efficient; robust financial projections based on policy and efficiency benchmarks. • Greater collaboration (rather than competition) between providers, including Colleges, Universities, private providers and sixth forms.

4 Growth Deal Skills Capital & Growth Deal 3

- 4.1 As discussed at the last meeting, Government is intending to allocate its remaining Growth Deal allocation of £1.8 billion by national competition between the LEPs.
- 4.2 The Government's approach to Growth Deal 3 is the same as in previous rounds with a focus on capital investment proposals linked to the delivery of local and national growth objectives. Government has indicated those LEP submissions with the strongest economic and housing growth, and private funding leverage outcomes will be advantaged. Housing growth priorities have been heavily emphasised in reference to this Growth Deal round.
- 4.3 The available direction suggests the Government is also looking to prioritise skills capital proposals that link and relate to the delivery of outcomes in ABRs, and are anticipating skills capital requests in this programme.
- 4.4 Growth Deal 3 was discussed at the last Skills and Employment Board, and based on what was agreed at the meeting, the following was recommended to the LEP Board in a paper on Tuesday 14th June 2016: *'It is recommended that an amount of funding be requested to support the outcomes of the ABR, which would add to the residual referred to earlier. As per 4.4, ideas for projects which are currently in the pipeline can be referred to, but until the outcome of the ABR is known, these are ideas will support the 'ask' of Government and a procurement process (as previously) will be run to allocate the funding to those projects which fit with the skills and employment strategic framework and provide economic impact. The pipeline includes requests for investment in STEM related equipment; health related infrastructure; construction skills; incubation, innovation and research facilities; international equine facilities; and a centre of excellence in arboriculture. The Skills and Employment Board are also keen to commission activity which address skills shortages in the digital technology arena, and review availability of provision aligned to the chemical industry to ensure a pipeline for growth at the Hillhouse EZ. The 'ask' is recommended to be £15m'.*
- 4.5 Feedback from the LEP Board will be provided at the meeting.

5 Recommendation

- 5.1 The Committee is asked to comment on the draft high level principles, mapped against the Lancashire Skills and Employment Strategic Framework. The principles will be worked up further and brought back to the next meeting.

Appendix A: Notes from the Working Group Meeting.

Lancashire Area Based Review Working Group

Second Meeting: Thursday 26th May

Present:

Julia Coleman
Paul Holme
Dean Langton
Michele Lawty-Jones
Lisa Moizer
Robin Newton-Syms
Mike Taplin
Andy Walker

Guest:

Debbie Corcoran (Skills Funding Agency (SFA) / Joint Area Review Development Unit – JARDU)

Key Points:

ABR guidance / learning from current ABRs

Debbie Corcoran provided an input on the ABR guidance and process, and also learning from other reviews.

- Debbie was complementary of the working group, and indicated that the coming together of a group before the ABR process begins which brings together views would help the ABR to run smoothly and cohesively. Debbie cited areas that had discussed options at steering group 2 as a result of pre-work.
- Debbie encouraged engagement of experienced people e.g. Paul Holme.
- Debbie also encouraged communication with other LEP areas to gain insight and provided a copy of the skills conclusion from Thames Valley.

Debbie questioned the rationale for two reviews, and sought the group's opinion in regards to bringing the two Lancashire ABR's together into one. From a strategic alignment perspective and in terms of resourcing it was agreed that it would be useful to have one review – as originally thought and requested.

ACTION: Debbie to discuss merging the two sub-reviews into one with colleagues at JARDU.

In other areas the College, deputy FE commissioner, LEP and the Combined Authority have had follow up meetings after each College visit. This was something that was felt to be beneficial to the process and will be considered by the shadow Combined Authority once established.

In Manchester they requested their own local indicators that supplemented the national scoring template. This is something we may wish to consider in Lancashire. Whilst the review commences in September it is likely that the first steering group will take place in the first week of October. Dates are to be confirmed.

Preparation for the ABR

A common data set and approach to presenting the data was highly recommended by Debbie.

Robin provided an up-date on the RCU data. The RCU data report is still in draft form due to errors in SFA published data being corrected. It is hoped that once the reports have been finalised the reports will be shared with the working group, as agreed at the Principals meeting in May.

LCC, Blackpool and Blackburn with Darwen are collecting data to feed into the review, and hope to have pulled this together by mid-June. This will include:

- Demographic forecasts for the 16-18 cohort, supplemented by major economic and housing growth information which is deemed have an impact on the cohort predictions.
- SEND data.
- NEET and September Guarantee data.

ACTION: All to share data and information for review at the next working group.

Governance – sub-reviews and overarching Lancashire wide steering group

Discussion re: the Lancashire wide steering group was parked, as this may not be needed if the reviews are merged.

An up-date from the Leaders workshop for the Combined Authority was provided. It is likely that the review will be chaired by the FE or SFC Commissioner as the Combined Authority will be in shadow format when the review commences.



Lancashire Skills and Employment Board – 15th June 2016

Private and Confidential: No

Proposed Programme of Meetings for 2017

Presented by Mike Neville, Company Services Officer, Democratic Services, Lancashire County Council. mike.neville@lancashire.gov.uk

Executive Summary

This report sets out a proposed programme of meetings for Lancashire Skills and Employment Board up to the end of 2017.

Recommendation

The Committee is asked to consider and approve the proposed programme of meetings up to the end of 2017 as set out in the report.

On the 22nd October, 2015, the Lancashire Skills and Employment Board agreed a programme of meetings for all of 2016 and up to the 5th April, 2017.

Since that time requests have been received from members of the Committee for dates to be identified for meetings up to the end of 2017. Using the existing programme as a starting point and having consulted with colleagues at the Lancashire Skills Hub some suggested dates were circulated to all Committee members by email and from the responses received the following proposed programme has been agreed.

Wednesday 7th June 2017

Wednesday 26th July 2017

Thursday 7th September 2017 (please note change of day)

Wednesday 18th October 2017

Wednesday 29th November 2017

The proposed meetings will either be held at County Hall or at alternate locations across the County, starting at 8am or 8.30am depending on the venue.

