



LEP - Lancashire Skills and Employment Advisory Panel

**Wednesday 16th October 2019 in Exchange Room 9 - County Hall,
Preston, at 8.00am**

Agenda

Part I (Items Publicly Available)

- 1. Welcome and Apologies for Absence**
- 2. Declaration of Interests**
- 3. Minutes of the meeting held on 12 June 2019** (Pages 1 - 6)
- 4. Matters Arising**
- 5. Up-date from the Lancashire Skills & Employment Hub** (Pages 7 - 16)
- 6. Careers Hub update and plans**
Presentation from Kay Vaughan and Mark Bowman
- 7. Local Industrial Strategy**
Verbal update from Amanda Melton and Michele Lawty-Jones
- 8. Skills Advisory Panels and Labour Market Intelligence** (Pages 17 - 20)
Presentation from Cassie Holden, Ekosgen
- 9. Lancashire Digital Skills Partnership – highlights and extension** (Pages 21 - 26)
- 10. Reporting to the Lancashire Enterprise Partnership**
 - Identification and agreement of any recommendations for consideration/approval by the LEP Board.
 - Identification and agreement of issues for inclusion in the feedback report for the LEP Board.
- 11. Any Other Business**

12. Date of Next Meeting

The next formal meeting will be held at 8.00am on 11 March 2020 in Savoy Suite 1, The Exchange, County Hall, Preston.

The programme of meetings for 2020 is scheduled as follows, taking place at 8.00am in The Exchange, County Hall, Preston:

29 January 2020 – informal meeting, venue tbc

11 March 2020 – Savoy Suite 1

3 June 2020 – Albion Suite

8 July 2020 – informal meeting, venue tbc

9 September 2020 - Savoy Suite 2

11 November 2020 – Savoy Suite 2

20 January 2021 – informal meeting, venue tbc

3 March 2021 – Savoy Suite 1



LEP - Lancashire Skills and Employment Advisory Panel

Minutes of the Meeting held on Wednesday, 12th June, 2019 at 8.00 am at the Committee Room 'B' - The Diamond Jubilee Room, County Hall, Preston.

Present:

Amanda Melton- Chair

Mark Allanson	Gareth Lindsay
Neil Conlon	Lynne Livesey
Andrew Dewhurst	Joanne Pickering
Ruth England	Bev Robinson
Dean Langton	Dr Lis Smith

Government Advisers

Paul Evans - Assistant Director, Cities and Local growth Unit, Department for Business, Energy and Industrial Strategy.

Stephen Jones – Head of FE Territorial Team (Lancashire, Knowsley and St Helens) ESFA.

Observers

Chris Hebblethwaite, District External Relationship Manager, Department for Work and Pensions.

Sinead O'Sullivan - Director, Career Learning, Analysis, Skills and Student Choice Directorate, Department for Education.

Jamie Zucker – Skills Advisory Panels Policy Lead, Department for Education.

Also in attendance

Cassie Houlden, Associate Director, Ekosgen.

Lisa Moizer, Coordinator, Lancashire Skills Hub, Lancashire County Council

Kerry Harrison, Digital Skills Coordinator, Lancashire County Council

Mike Neville, Senior Democratic Services Officer, Lancashire County Council

Paul Faulkner, Local Democracy Reporter, Lancashire Post

1. Welcome and Apologies for Absence

The Chair introduced Sinead O'Sullivan and Jamie Zucker who would be attending the meeting as an observers and welcomed Paul Faulkner, Local Democracy Reporter to the meeting.

Apologies were received from Lindsay Campbell and Dr Michele Lawty-Jones.

The Chair informed the meeting that Councillor M Townsend had ceased to be a member of the Panel as he was no longer the Lancashire Leaders lead member on Skills and Employment following a change in administration at Burnley Borough Council. It was noted that the Lancashire Leaders were in the process of identifying a new lead member who would be invited to fill the vacancy on the

Panel in due course.

Resolved: That members of the Panel place on record their thanks to Councillor Townsend for his contribution to the work of the Panel and the former Skills and Employment Board.

2. Declaration of Interests

The Chair, Gareth Lindsay, Lynne Livesey, Bev Robinson and Dr Lis Smith all declared an interest in relation to item 5 on the agenda as the organisations they represented were involved in the delivery consortiums for the European Social Fund activity referred to in the report.

3. Minutes of the meeting held on 3rd April 2019 and Matters Arising

Lisa Moizer reported that applications for the position of Voluntary and Community Sector representative on the Panel had been received and it was expected that interviews would be held in early July.

With regard to the £16m underspend in the Growth Deal programme it was reported that on the 25th June 2019 the Lancashire Enterprise Partnership Board would consider the recommendations of the Growth Deal Management Board regarding the identification of priority schemes for funding. Those members of the Panel who had been consulted on the skills capital schemes were thanked for their contributions.

Resolved: That the updates given at the meeting are noted and the Minutes of the meeting held on the 3rd April 2019 are confirmed as an accurate record and signed by the Chair.

4. Up-date from the Lancashire Skills & Employment Hub

Lisa Moizer updated the Panel on activity by the Lancashire Skills and Employment Hub since the last meeting and highlighted the following.

- The Hub was working with partners to promote the 'Give an Hour' campaign as part of the wider Lancashire Skills Pledge. It was noted that the campaign would run over 2 months and sought to drive more involvement from businesses to offer employer encounters and a further update on the outcomes of the campaign would be presented to the next meeting.
- The Careers Hub was in the first year of the pilot and to date has already achieved the first year target. This current performance placed Lancashire joint second when judged against Careers and Enterprise Company data for the 20 pilot Careers Hubs across the Country.

- 250 representatives from across Lancashire were due to attend the Annual Lancashire Enterprise Adviser Network and Careers Hub Conference on 20th June 2019 which was an opportunity to share knowledge/experience and identify examples of best practice. It was noted that seven institutions were expected to receive awards for achieving all 8 Gatsby benchmarks.

Members of the Panel recognised the progress made in relation to achieving the Gatsby benchmarks but stressed the importance of embedding such targets into a system that would help young people achieve careers and have real impact.

The Panel discussed the Apprenticeship Action Plan and acknowledged the importance of engaging with partner organisations to provide quality apprenticeships which employers would consider beneficial. Whilst the draft plan was welcomed it was noted that the future development and provision of apprenticeships was subject to external influences which the Panel had no control over. However, it was reported that similar concerns had been identified as part of the Auger Review of post 18 provision and would be the subject of future discussions with Government.

Resolved:

1. That the Apprenticeship Action Plan, as set out at Appendix 'C' to the report presented, is approved.
2. That future reports to the Panel include iterative updates regarding the Apprenticeship Action Plan that are focused on impact.

5. European Social Funds – Education and Skills Funding Agency Opt-in Projects Development Plans

Lisa Moizer presented a report on development plans for three ESFA Opt-in projects in Lancashire which had been developed in partnership by the successful contract provider, Strategic Partnership Managers and the Skills and Employment Hub Director as desirable/achievable outcomes in view of the reduced resources that were available.

Resolved: That the development plans for the following ESFA Opt-in projects in Lancashire, as set out in the Appendices to the report presented, are approved.

NEET ('Moving On') – Appendix 'A'
 Skills Support for the Unemployed ('Access to Employment') – Appendix 'B'
 Skills Support for the Workforce – Appendix 'C'

6. Lancashire Skills Pledge

Lisa Moizer gave a presentation on the Lancashire Skills Pledge which aimed to provide a single point of contact to support businesses wishing to access information about employer facing skills and training initiatives and to receive

recognition for their engagement in upskilling, recruiting and inspiring people.

It was reported that there would be Skills Pledge Partners to provide a service to link businesses with the appropriate organisations for each Pledge, for example, the Lancashire Work Based Learning Executive would provide a brokerage role for businesses interested in using apprenticeship training (whilst acknowledging that other providers were available) and, if considered appropriate, would refer businesses to the National Apprenticeship Service

In considering the Skills Pledge members of the Panel discussed the need to collaborate with organisations such as Boost and the Burnley Bond Holders to encourage a variety of businesses to engage. It was also suggested that any participating business which had not allocated all of their Apprenticeship Levy should be encouraged to transfer any underspend to other smaller employers to assist them to take on apprenticeships.

The Panel noted that large employers often used their purchasing power as a way to encourage greater engagement in areas such as social responsibility and it was suggested that the employer facing skills Pledge Dashboard be developed to assist all businesses to capture relevant information/evidence of activity.

With regard to promoting/celebrating the Skills Pledge it was suggested that specific branding be developed which could be used on certificates or plaques to show the commitment of partners. In the longer term it was proposed that awards could be provided to recognise achievements.

Resolved: That the comments of the Panel, as set out above, be referred to the Skills Hub Director and taken into account when developing the Lancashire Skills Pledge in the future.

7. Digital Skills Research

Cassie Houlden, Associate Director from Ekosgen, gave a presentation on a study on the digital landscape in Lancashire which, amongst other things, had involved agreeing definitions for the digital sector/digital occupations, identifying current and future business skills need, establishing a baseline for the digital landscape of Lancashire and reviewing digital training and learning, including identifying any gaps in provision.

When considering the findings of the study members of the Panel made the following comments.

- It was suggested that digital skills were underrepresented in national and local figures, especially when the use of IT and digital technology was prevalent across the economy and wider society.
- The Panel acknowledged that digital infrastructure was vital and the provision of broadband coverage across Lancashire had been challenging.

- There was concern that the number of hours of computing taught in secondary schools had fallen by around 30% between 2012 and 2017 and that interest in the subject had reduced following the phasing out of the ICT GCSE exam from the national curriculum in England and its replacement with computer science.
- It was reported that there was currently an issue around the quantity and quality of teachers in secondary school teaching computer science and that more teachers with an interest in the subject should be encouraged to retrain and broaden their skills to address the shortfall.
- It was suggested that opportunities for schools to collaborate with colleges in order that students could access high quality IT resources should be explored for the future. Touch typing was also suggested as an essential skill which should be taught in secondary schools.

Resolved: That the comments of the Panel are noted.

8. Reporting to the Lancashire Enterprise Partnership

Resolved: That the following matters be reported to the Lancashire Enterprise Partnership Board.

1. The approval of the Apprenticeship Action Plan, as set out at Appendix 'C' to the report presented earlier on the agenda.
2. The approval of development plans for the following ESFA Opt-in projects in Lancashire, as set out in Appendices 'A' to 'C' of the report presented earlier on the agenda.
 - NEET ('Moving On') - Appendix 'A'
 - Skills Support for the Unemployed ('Access to Employment') - Appendix 'B'
 - Skills Support for the Workforce - Appendix 'C'
3. The comments of the Panel in relation to the Lancashire Skills Pledge.

9. Any Other Business

Bev Robinson informed the Panel that she had been involved in the Auger Review of post 18 education which had looked at investment, funding and training.

Lynn Livesey reported that UCLan had recently appointed Professor Graham Baldwin as Vice Chancellor who would take up his new position on the 1st October 2019.

Neil Conlon referred to work done by Calico to include as a condition of any planning permission the requirement for applicants to produce an employment

skills plan which can then be validated.

Resolved

1. That the updates given at the meeting are noted.
2. That a report on the findings of the Auger Review of post 18 education be presented to the Panel in October 2019

10. Date of Next Meeting

The Chair informed the meeting that following a consultation with all members of the Panel regarding future arrangements for meetings it was proposed that the Panel continue to be held at 8.00am on Wednesdays at County Hall, Preston. It was also suggested that future meetings be held in The Exchange suite of rooms which were considered to be a more informal setting than the current Committee Rooms.

Resolved:

1. That the next scheduled meeting of the Panel be held at 8.00am on the 16th October 2019 in the Albion Suite in The Exchange at County Hall, Preston.
2. That arrangements for future meetings of the Panel be made on the basis of meetings being held at 8.00am on Wednesdays in one of the meeting rooms in The Exchange on the 4th floor of County Hall at Preston.

LEP – Sub Committee

LEP - Lancashire Skills and Employment Advisory Panel

Private and Confidential: NO

Date: Wednesday, 16 October 2019

Up-date from the Lancashire Skills & Employment Hub

Report Author: Dr Michele Lawty-Jones, Director of the Lancashire Skills and Employment Hub, michele.lawty-jones@lancashirelep.co.uk

Executive Summary

This paper provides an overview of activity since the last formal committee meeting in June 2019.

Recommendation

The Skills and Employment Advisory Panel are asked to note the update.

Background and Advice

1. Careers Provision

- 1.1 The Lancashire Enterprise Adviser Network currently comprises 130 schools and colleges. Of the 130, 120 are currently matched with at least one volunteer business leader (Enterprise Adviser). New Enterprise Advisers are being recruited on a rolling basis to address churn. As we enter the new academic year the focus of the Enterprise Coordinators and Advisers, working in partnership with Careers Leaders in the schools and colleges, is planning for the coming academic year.
- 1.2 The focus of the Enterprise Adviser Network is supporting schools to achieve Benchmarks 5 and 6. Benchmarks 5 and 6 are focused on ensuring that young people have a minimum of one employer encounter from Year 7 to Year 13, and that one of those encounters is in the workplace. The grant offer from the Careers and Enterprise Company (CEC) has targets for achievement against these Benchmarks. Performance against the Benchmarks is compiled from the Compass Assessments completed by the schools and colleges, and broken down by Enterprise Adviser Network, Blackpool Opportunity Area and the Careers Hub. Lancashire is currently exceeding targets:



	% of matched schools fully achieving BM5		% of matched schools fully achieving BM6	
	Target 2018/19	August 2019	Target 2018/19	August 2019
Enterprise Adviser Network	50	76.07	45	58.97
Blackpool OA	50	92.31		53.85
Careers Hub	60	90.32	45	74.19

- 1.3 The 2018/19 targets have been achieved and planning is underway to increase achievement levels in line with the 2019/20 targets, noting that the planning starts again each academic year and that Benchmark achievement can therefore fluctuate.
- 1.4 CEC launched the national 'Give an Hour' campaign early in 2019 (www.giveanhour.co.uk) with willing LEPs from across the country; Lancashire's campaign launched in April 2019. The campaign aims to encourage businesses to 'Give an Hour' and get involved in the delivery of employer encounters and/or open up their workplace. By the end of July 2019, 100 enquiries had been received from individuals from a wide cross section of Lancashire businesses.
- 1.5 Over the course of the summer, the team have been actively following up these enquiries. To-date four new Enterprise Advisers have been recruited, and businesses recruited to deliver activities in schools and colleges. Approximately 50% of enquiries have been converted into delivery – this will continue to be tracked as businesses engage with activities over the academic year.
- 1.6 CEC has indicated that Lancashire's response to the 'Give an Hour' is one of the highest in England in terms of both number of enquiries and the current conversion rate. 'Give an Hour' has been integrated into the Skills Pledge and will continue to be promoted in the short to medium term.
- 1.7 Over 210 delegates from schools, colleges, businesses and partners attended the annual Lancashire Enterprise Adviser Network and Careers Hub Conference, which took place on the 20th June 2019 at Park Hall Hotel. Speakers included Professor Sir John Holman (Senior Education Adviser, Gatsby Charitable Foundation and creator of the Gatsby Benchmarks) and John Yarham (Deputy Chief Executive Careers and Enterprise Company). The feedback from delegates was very positive – 95% said that the conference met or exceeded expectations. Comments included 'I have come back to school with a range of ideas to implement and I have begun raising the profile of careers with our SLT' and 'Fantastic passion and range of speakers giving a



variety of examples'. Areas for improvement included the venue and food, and greater opportunity for interaction in the workshops.

- 1.8 Eight schools were recognised at the conference for achieving all 8 Gatsby Benchmarks – a fantastic achievement, and were presented with an award by Professor Sir John Holman. A press release was issued following the conference and can be viewed on the Lancashire Skills Hub website: <https://www.lancashireskillshub.co.uk/uncategorised/lancashire-schools-recognised-world-class-careers-advice/>
- 1.9 The 30 schools and colleges in the pilot Careers Hub (Blackpool, Burnley and Pendle) are focused on all 8 Gatsby Benchmarks. An average of 4.8 Gatsby Benchmarks has been achieved to-date (increasing from 4, which was reported at the last committee meeting). This exceeds the 2018/19 target of 4, and is significantly higher than the national average of 3.9. The Careers Hub Lead was recently asked to contribute to the training of the Wave 2 Career Hub Leads by CEC – recognising the good practice in Lancashire.
- 1.10 The Lead School (Shuttleworth College in Burnley) continues to provide significant support to schools across the Careers Hub, including hosting Hub meetings, communicating with fellow Head Teachers and supporting other schools on a one to one basis.
- 1.11 The Lancashire Careers Hub was awarded Careers Hub of the Year at the recent CEC and Gatsby Foundation national Careers Excellence Awards. Highly commended was also achieved for Enterprise Adviser of the Year – Neil Conlon, SME of the Year – Pendleside Hospice, and Secondary School of the Year – Shuttleworth College. Over 200 applications were submitted from across the country. There was one winner for each category and one highly commended. This is excellent recognition of the outstanding provision across the county and of the partnership approach.
- 1.12 Plans for the coming academic year include a series of CPD and briefing sessions for Careers Hub schools and colleges, the first will be held on the 28th November, delivered in partnership with STEM Learning. The session will focus on embedding careers within Science, Technology, Engineering and Maths (STEM) subjects.
- 1.13 A presentation will be provided at the meeting regarding progress to-date and plans for the coming academic year.

2. European Structural Investment Funds (ESIF)

- 2.1 Work has continued with the DWP Managing Authority to plan direct calls to enable the allocation of remaining funds in the European Social Fund (ESF) programme. The 1.4 call for 'Active Inclusion' proposals closed on the 12th August 2019 and submissions are awaiting DWP appraisal. Events have



taken place with partners to illicit discussion in relation to remaining funds under 2.2 and 2.1 ('Skills for Growth'). Calls are scheduled for 2.2 in October and 2.1 in January. There is on-going discussion regarding allocations to opt-ins and the desire to extend delivery against the Education and Skills Funding Agency (ESFA) opt-in beyond July 2021. Any unallocated funds will be moved to the National Reserve Fund early in 2019.

- 2.2 The ESFA opt-in projects, as detailed in the last update, commenced on the 1st April. Steering Groups continue to provide oversight, and are providing support to the projects in the first phase of delivery. Development Plans are now being implemented following sign off at the last meeting and the written approval of the amended Skills Support for the Workforce plan in September. The first Performance Management Point for the ESFA opt-in projects takes place in November and will be based on October data. Tripartite meetings (ESFA, Skills Hub and lead provider) are planned with each of the four providers and the ESFA in November to discuss progress. The Big Lottery opt-in, Building Better Opportunities, extension has been agreed and is now with DWP to vary the Memorandum of Understanding (MoU). The extension will enable the three projects (Changing Future, Invest in Youth and Age of Opportunity) to run until March 2023.
- 2.3 Phase two of the Escalate on-line referral tool is now live, with partners currently updating their opportunities that are targeted at re-engaging adults in their journey into work. The system now includes opportunities from the Work and Health Programme, Lancashire Adult Learning and National Careers Service (NCS), as well as ESF funded projects. Phase two of the system also includes approved reporting which will enable improved analysis of needs.
- 2.4 The Employer Skills Forum continues to bring together partners to ensure that ESF provision for employers across Lancashire supports the strategic outcomes defined within the Lancashire LEP Skills and Employment Strategic Framework and adds value. ESF partners are joined by other stakeholders including Job Centre Plus, Lancashire County Council, representatives from The Lancashire Colleges (TLC) and the Lancashire Work Based Learning Executive Forum and NCS. The forum held another joint event with BOOST on 2nd August which brought together representatives from skills projects that are employer facing and business support projects. The focus of the event was to give projects a three minute pitch enabling attendees to gain an understanding of the skills support offer for businesses and the business support offer and to build on the work already undertaken in facilitating referrals. Over 40 partners attended the event.

3. City Deal

- 3.1 The Central Lancashire Construction Skills Hub (CLCSH) continues to bring together construction skills providers in the area and contractors. Established in 2016 with the aid of Lancashire County Council seed funding of £30,000, CLCSH has now successfully engaged with over 300 SME's.



- 3.2 Over a 3 year period, engagement with both contractors and local schools has had a positive impact in terms of learners engaged on Construction and Built Environment programmes at 14-16, 16-18 and Apprenticeships.
- 3.3 The CLCSH is working in partnership with CITB to continue to maximise the benefits of the City Deal programme with three collaborative events planned over the coming academic year.
- 3.4 The City Deal 'Bridge the Gap' programme has continued to go from strength to strength. At the end of the 2018/19 academic year 3,560 Year 9 and 10 pupils at a total of 23 schools across the City Deal area had benefited from the programme. A programme for the 2019/20 academic year has been developed.
- 3.5 UCLan Masterplan – new Student Centre: Following on from the successful delivery of the Engineering Innovation Centre which generated over £5.8m of added social value during the construction phase, work has now commenced on the new Student Centre at UCLan.

The circa £57m Student Centre and new Civic Square project is being delivered by Bowmer and Kirkland with Balfour Beatty undertaking the infrastructure/highways works. The Skills Hub is working closely with both contractors who have adopted wide ranging employment and skills KPI's to be delivered during the construction phase of the project.



Bowmer and Kirkland have already engaged with Inspira and are working with Our Lady's Catholic High School as Enterprise Advisers.

- 3.6 Goosnargh Development: Seddon have put in place a Community Investment Charter to deliver social value during the construction phase of the development and are currently engaged with Longridge High School as Enterprise Advisers.
- 3.7 Preston Western Distributor: the Skills Hub have developed a social value programme with Costain which sets out a number of indicative employment and skills outputs for the project. With work due to commence imminently the Skills Hub will work with the project team to facilitate delivery.
- 3.8 D'urton Lane Development: work is underway with Trafford Housing Trust, L&Q, and Willmott Dixon to develop their employment and skills plans for the £47m, 250-home scheme on Homes England's D'Urton Lane site in Preston ahead of the granting of planning consent.



4 **Growth Deal**

- 4.1 As outlined in May's report to the committee, the Growth Deal programme has continued to deliver positive employment and skills outputs across the project portfolio which are now being monitored using the National TOM's Framework.
- 4.2 We are currently working the AMRC North West team to ensure that social value is embedded within the procurement process for the project at PQQ and ITT stages. The purpose-built £25 million plus facility at the Samlesbury Aerospace Enterprise Zone is due to commence on site next year with completion in 2021.

5. **Apprenticeship Update**

- 5.1 Following on from the approval of the Lancashire Apprenticeship Action Plan at the committee in June, the plan has now been agreed with the Lancashire Leaders Group at their September meeting. The Apprenticeship Action Group continues to meet to support the actions in the Apprenticeship Action Plan.
- 5.2 At the Lancashire Leaders meeting all 15 local authorities signed up to a Lancashire wide commitment to work towards the public sector 2.3% Apprenticeship target, which is a significant commitment. The local authorities are now being requested to identify leads to support the delivery of the plan and a public sector event is currently in planning which will enable the sharing of good practice between the Local Authorities and other public sector partners.
- 5.3 The Lancashire Work Based Learning Executive Forum continues to run the Apprenticeship Ambassador network. The forum has recently completed a review of the activity of the Ambassadors and the network currently has 78 active Apprentice Ambassadors and 58 active Employer Ambassadors. This is almost a 40% increase in the network since the last report in July 2019. The Forum are working closely with the Enterprise Adviser Network coordinators to help raise awareness of Apprenticeships through the ASK service and the use of the Ambassadors in schools and colleges.
- 5.4 The Skills Hub sponsored the Northwest Regional Apprenticeship Awards in September. The awards event took place at the Titanic Hotel in Liverpool. A number of Lancashire based businesses and Apprentices were shortlisted for awards. Apprentice employer winners included WEC Group (Darwen) for Large Employer of the Year, highly commended for Arthur Padgett Limited (Nelson) for SME Employer of the Year and for WEC Group for Recruitment Excellence. Apprentice winners included Michal Halamiczek from acdc for Intermediate Apprentice of the Year and highly commended for Samuel Cowell for Advanced Apprentice from Lancashire Care NHS Foundation Trust. Winners will go forward to the national awards which will be held in London in November.
- 5.5 The Skills Hub has also sponsored the Sub36 Apprenticeship Award and contributed to the judging panel for the Apprenticeship and Young Professional



Awards. The Sub36 Awards recognise young talent across the Lancashire area – winners will be announced at the awards ceremony in October.

6. Technical Education

6.1 A government consultation on the future of 'Higher Technical Education' ran from July to September 2019. The Skills Hub consulted with employer representative groups on the requirements for the future for Level 4 and 5 education and discussed the ensuing draft response to the consultation with The Lancashire Colleges, the Association of Colleges and the Gatsby Foundation. Responses were incorporated as appropriate into the final submission. This consultation was concerned about the quality and supply of Higher Technical Education (for example, HNDs, Foundation Degrees, Diplomas etc.) as there has been a significant reduction in the number of people taking these qualifications, and this level of education and training is shown to increase productivity in other countries.

6.2 In addition to the Taking Teaching Further digital project secured by The Lancashire Colleges, a further four projects led by colleges in Lancashire were successful in receiving financial support. This is part of the DfE strategy for continuous professional development (CPD) for FE staff who will be delivering T Levels. These Teacher Regional Improvement Projects (TRIPs) are testing hypotheses in the following:

- Supporting learners with SEND to engage with T Levels and Industry Placements;
- Identifying how learner resilience can be developed to manage T Levels and Industry Placements;
- Testing frameworks for T Level Industry Placements based on current practices to identify and recommend good practice with employers;
- Working with young people (year 9) to identify the relevant platforms to utilise to develop digital skills as a core part of T Level study; and
- Facilitating training and raising awareness of emerging technologies in construction working with local and national businesses at the forefront of developments.

Lancashire Skills Hub staff are supporting the development of the TRIPs and there is potential for bids for one or two further ones to be submitted to the DfE in October. This includes one working with the NHS to test the focus of Industry Placements on a disease pathway or patient journey.

6.3 Presentations about Lancashire's Technical Education Vision and T Level developments have now been given to over 1500 individuals by the Skills Hub Technical Education Project Team, with more planned for HE staff and Careers Leaders.

6.4 Work in the Routeway Networks continues, with the Routeway Networks for Digital, Construction, Engineering and Manufacturing, Health and Science and

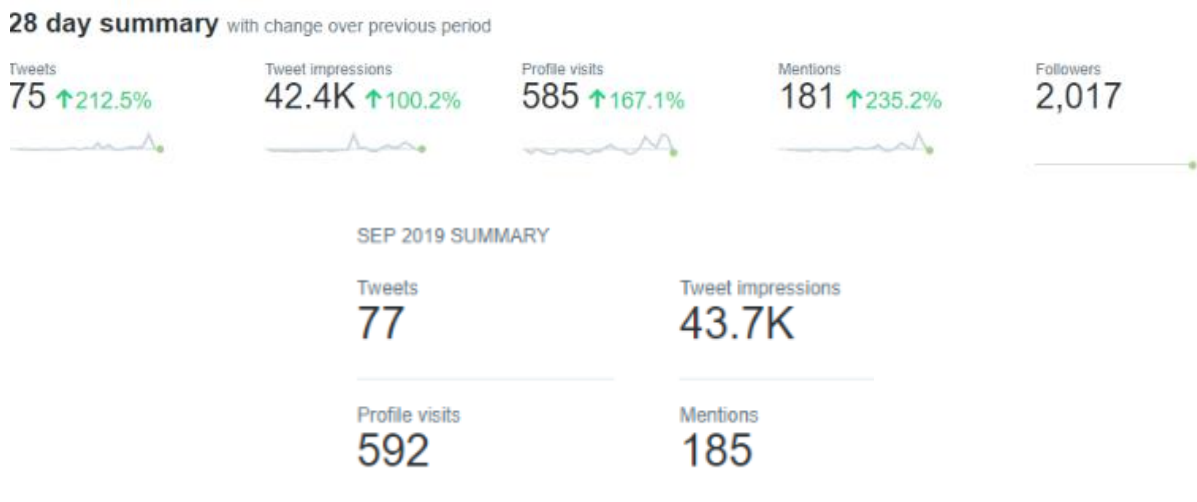


Education and Childcare established. The Networks aims to share knowledge about the developing qualifications, including inputs from businesses and individuals involved in T Level curriculum panels, and also benefit from local and national CPD activity. As there is still an amount of Gatsby Funding to be utilised for local CPD, a plan is in place to identify further needs within FE and implement solutions for these by the end of the academic year.

7. Marketing and Communications

- 7.1 Twitter followers have increased by 230 from 1,785 on 21st May 2019, to 2,017 on the 1st October 2019.

The information below covers the last 28 days.



- 7.2 Press Releases have been issued in relation to the annual Enterprise Adviser Network and Careers Hub Conference, shortlisted Lancashire applications for the national Careers Excellence Awards and the launch of the ESFA Opt-in ESF projects (<https://www.lancshireskillshub.co.uk/uncategorised/13m-skills-package-unveiled-help-lancashire-people-improve-job-prospects/>).

8. Digital Skills Partnership

- 8.1 A separate paper will be provided regarding the progress of the Digital Skills Partnership, this includes a further 12 month commitment from DCMS to support the costs of the coordinator role.

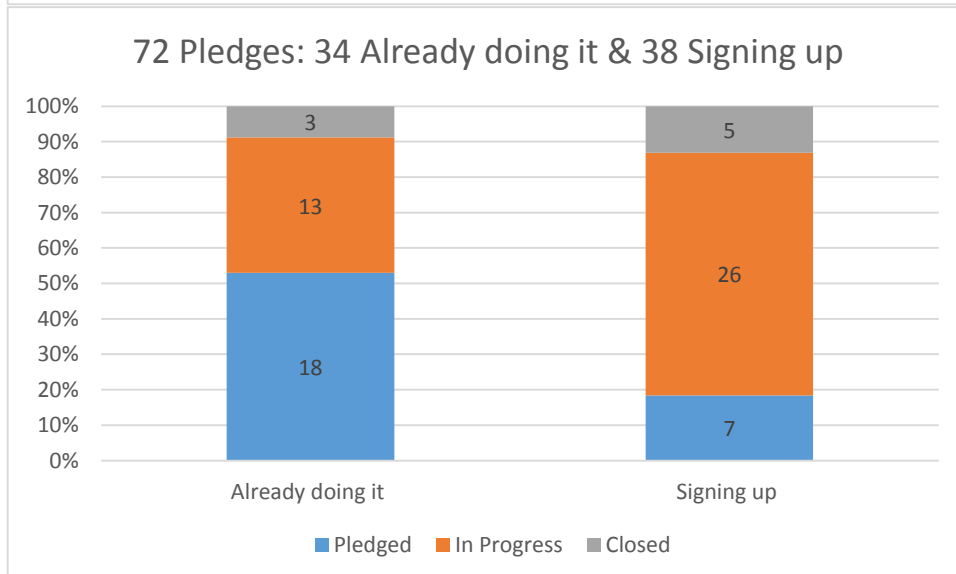
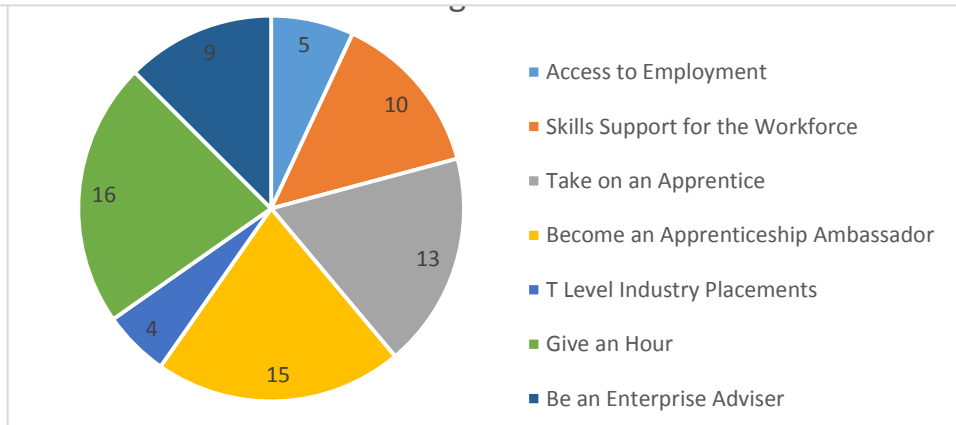
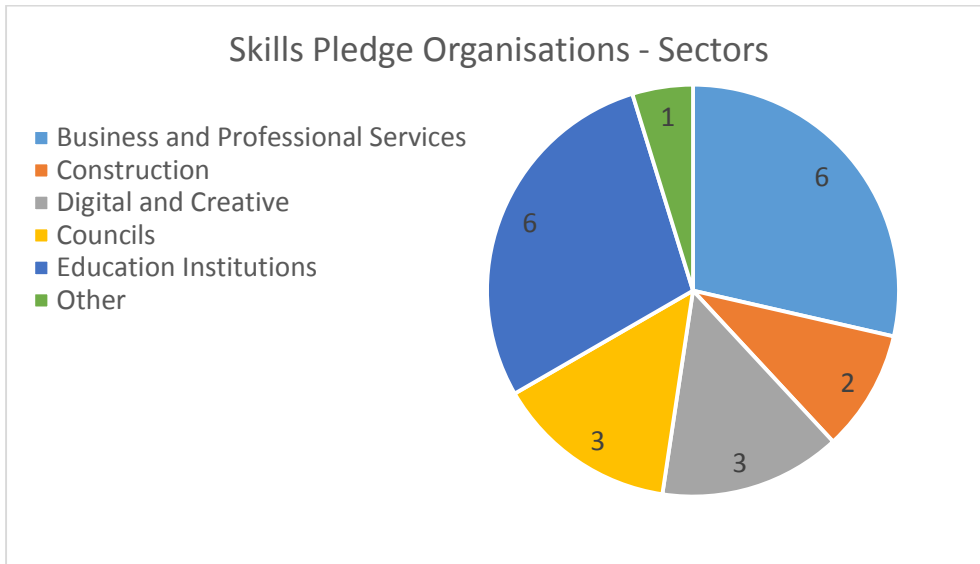
9. Skills Pledge

- 9.1 Since the launch of the Skills Pledge at the Technical Education Conference at the end of May 2019, 21 employers have registered onto the Skills Pledge system.
- 9.2 The 21 organisations made 72 pledges, with an average of 3.4 pledges each. Slightly more pledges were made by organisations signing up to a new pledge 52% (38) than already doing a pledge 48% (34).



Of the 72 pledges made 25 have successfully pledged, 39 are in progress and 8 have been closed.

Of the 21 organisations who have pledged, 12 have become Pledge Partners, 7 are in progress and 2 have been closed.





List of Background Papers

Paper	Date	Contact/Tel
-------	------	-------------

N/A

Reason for inclusion in Part II, if appropriate

N/A



LEP – Sub Committee

LEP - Lancashire Skills and Employment Advisory Panel

Private and Confidential: NO

Date: Wednesday, 16 October 2019

Skills Advisory Panels and Labour Market Intelligence

Report Author: Lisa Moizer, Lancashire Skills Hub Coordinator,
lisa.moizer@lancashirelep.co.uk

Executive Summary

The paper provides an overview of the development of the Skills Advisory Panels (SAPs), including progress to date regarding the £75,000 of funding granted to the Lancashire Skills and Employment Advisory Panel to support analysis of local labour market intelligence.

Recommendation

The Board are asked to note the update and contribute to a discussion at the committee meeting in regard to future success measures.

Background and Advice

1.0 Background

- 1.1 Skills Advisory Panels (SAPs) were referenced in the National Industrial Strategy, with the aim of supporting the development of the 'People' foundation of Local Industrial Strategies. Lancashire was invited to participate in the modelling of SAPs by the Department for Education (DfE), based on the strength of Lancashire's Skills and Employment Board.
- 1.2 In October 2018 the DfE completed their modelling, and also the development of an Analytical Toolkit (to provide guidance to local areas regarding the analysis of labour market intelligence). In parallel a consultation took place with LEPs and MCAs and the key issue raised was capacity, in that there was no 'core' resource from Government to gather data or undertake analysis of local labour market intelligence.



- 1.3 The DfE aligned their work with the wider LEP review and in December 2018 formally announced the formation of the SAPs and issued documents to LEPS and MCAs: 'Guidance on the Development of Skills Advisory Panels Boards' and 'SAPs Analytical Toolkit'. The former sets out expectations relating to remit, governance and composition and the latter expectations regarding high quality analysis of skills-related data.
- 1.4 In response to the issue of capacity, each LEP and MCA was offered a £75k grant to help support local analytical capacity.

2 Progress in Lancashire

Development of SAP remit, governance and composition

- 2.1 In accordance with the LEP Review implementation plan, the Lancashire Skills and Employment Board has been renamed to the Lancashire Skills and Employment Advisory Panel and the Terms of Reference refreshed to reflect the guidance from Government.
- 2.2 In line with the recommendations regarding SAP composition the Lancashire SAP has appointed Liz Tapner to the committee to represent the Voluntary and Community Sector, and an officer from the ESFA now attends.

Development of SAP Analytical Toolkit

- 2.3 A Memorandum of Understanding was completed and submitted to the DfE, to release the £75k to support analytical capability in January 2019.
- 2.4 To summarise, the MoU sets out that the funds will be used to support the development of the Lancashire Industrial Strategy, the development of the local Labour Market Intelligence (LMI) Toolkit, by combining the strength of the local toolkit with the Analytical Toolkit proposed by DfE, and data analyst capacity in the LEP. It is unclear whether there will be further funding from DfE beyond the £75k to support analytical capacity in future years.
- 2.4 The funds have been used to commission Eksogen to refresh and improve the Lancashire LMI Toolkit in line with the Analytic Toolkit guidance provided by DfE (where it adds value to the understanding of the Lancashire skills and employment landscape).
- 2.5 The refresh of the LMI Toolkit is also being guided by feedback from local partners who have used the Toolkit to support activity, for example, curriculum planning, careers information, advice and guidance and local plans. Feedback indicates that the current format of the LMI Toolkit is valued and that the refresh should seek to build on this.
- 2.6 The outputs from the commission will include a refreshed LMI Toolkit which will be published on the Skills Hub website, and a wider report for the SAP which will map to the DfE Analytical Toolkit. The wider report will contribute to a refresh of the Lancashire Skills and Employment Strategic Framework, including the development of success measures.



- 2.7 Ekosgen will present the approach to the development of the LMI Toolkit at the meeting, and there will be opportunity to contribute to a discussion about the development of success measures.
 - 2.8 The funds have also been bolstered with funding from the LEP core budget to enable a data analyst post to be funded for 18 months. This post will be based in the Lancashire Skills and Employment Hub but will work across the Skills Hub team and the core LEP team providing analytical support to both. The post is due to go out to advertisement in the next month.
- 3. Skills and Advisory Panel Summer Review**
- 3.1 As part of the SAP development process the DfE conducted a review to determine if each LEP/MCA was making sufficient progress towards the SAP requirements. Lancashire received positive feedback overall and the points of improvement that were highlighted are already being addressed in the work being undertaken by the Skills Hub.
- 4. Recommendations**
- 4.1 The Board are asked to note the update and contribute to a discussion at the committee meeting in regard to future success measures.

List of Background Papers

Paper	Date	Contact/Tel
N/A		
Reason for inclusion in Part II, if appropriate		
N/A		

LEP – Sub Committee

LEP - Lancashire Skills and Employment Advisory Panel

Private and Confidential: NO

Date: Wednesday, 16 October 2019

Lancashire Digital Skills Partnership – highlights and extension

Appendix A refers

Report Author: Kerry L. O. Harrison, Digital Skills Coordinator,
Kerry.harrison@lancashirelep.co.uk

Executive Summary

The Lancashire Local Digital Skills Partnership (LDSP) was launched in partnership with the Department for Digital, Culture, Media and Sport (DCMS) in April 2018. This paper provides the background to the partnership and highlights in relation to achievements to-date and forward activity.

The paper also confirms that further funding has been secured by DCMS from the Treasury to support the LDSP for a further year, and a grant offered to the LEP.

Recommendation

The Skills and Employment Advisory Panel is asked to note the report and extension of funding for the coordinator role.

Background and Advice

1. Background

- 1.1 To re-cap, DCMS established the National Digital Skills Partnership, in-line with ambitions laid out in the Government's Industrial Strategy, and is leading on supporting the development of trailblazer Local Digital Skills Partnerships across the country which are focused on local partners coming together to look at how best to tackle local digital skills needs across the spectrum.
- 1.2 The LDSP was the first pilot to be launched in April 2018. DCMS awarded a grant of £75k to enable the appointment of a Digital Skills Partnership Coordinator for 12 months, associated costs and funds for events. Kerry Harrison was appointed to the Coordinator role and commenced employment in November 2018 and is focused on driving activity locally and also meeting regularly with DCMS and Regional Coordinators from the 5 other trailblazer areas to support the roll out of partnerships across the Country.



- 1.3 A Steering Group for the DSP has been established, chaired by Mike Blackburn, LEP Board Director, which reports to the Skills and Employment Advisory Panel. The Steering Group have met bi-monthly since June 2018. The partnership aims to join the dots between existing good practice, highlight the good work already happening in Lancashire and implement new projects working with partners locally and nationally which add value to the existing ecosystem which are aligned to our strategic priorities.
- 1.4 The partnership is aligned with the 4 strategic themes of the Lancashire Skills and Employment Strategic Framework: Future Workforce, Skilled and Productive Workforce, Inclusive Workforce and An Informed Approach. Networks have been established focused on the first 3 with An Informed Approach underpinning all.

2. Highlights

- 2.1 An overview of highlights, in relation to achievements to-date and forward activity, is provided in Appendix A. Activity is aligned with the strategic themes detailed in 1.4.
- 2.2 A significant amount has been achieved in the first year of the partnership, which has accelerated since the appointment of the Coordinator in November 2018.
- 2.3 The Digital Skills Innovation Fund projects have now been contracted and are in delivery phase. A brief update by project is provided below:
 - 2.3.1 **Improving the digital skills of women in business, Clockwork City** – this project aims to support self-employed females and females in the workplace to develop their digital skills. Two cohorts of participants have been recruited in Lancaster and Skelmersdale and a total of twenty women are taking part. The face to face training sessions in each area have taken place and have all received excellent feedback. The next phase is for the participants to implement what they have learnt with access to remote support one to one mentoring.
 - 2.3.2 **Digital Marketers, NLTG** – this project aims to provide training to unemployed individuals with view to moving them into digital marketing roles, including Apprenticeships. Two cohorts of this week-long course have taken place. NLTG are working to increase the numbers on each course with Accrington JCP. Destinations following the course have included a digital marketing Apprenticeship. A third cohort will take place in October.
 - 2.3.3 **IT-Ready, CompTIA** – this project focuses on the development of IT Technicians and is replicating a very successful programme CompTIA offer in the USA. Initial marketing did not attract a large enough cohort to run the provision in September. It was felt that the timescales for the awareness raising and recruitment during the summer were too tight and new timescales have been agreed. Further work with JCP offices and other key stakeholders to raise awareness and agree processes for referrals are taking place in October. The



formal recruitment process will commence shortly after this with a deadline in January.

- 2.4 The first formal review and monitoring meetings for all three projects take place this month, although regular contact is being maintained.
- 2.5 As previously reported, it has been agreed that the £3m fund announced by Government for the Greater Manchester Combined Authority (GMCA) for digital Bootcamps, which is a 'test and learn' programme for driving up digital skills aligned with skills shortage vacancies, will be expanded to cover Lancashire and the Digital Skills Partnership. The Fast Track Digital Workforce Fund prospectus and application process was launched at the end of June with a deadline of the 6th September. 21 bids in total were received – 5 covering the Lancashire area. These bids are being evaluated now and bidders will be aware of the outcomes imminently.
- 2.6 The second round of this fund is set to launch in mid-November and work with local employers and providers to encourage participation will be crucial before this date. Planning has commenced on this activity.

3. Offer of further funding

- 3.1 DCMS have secured further funding from Treasury to enable the Digital Skills Partnership Coordinator role to be extended for a further 12 months (November 2020), and have offered the LEP a further £75k for salary, related costs (including any potential redundancy liabilities) and a small amount of funds for events.
- 3.2 As highlighted in Section 2, a range of activities have been delivered which have contributed to the reskilling and upskilling of Lancashire people and SMEs, and which are encouraging young people to engage in digital careers, aligning with the digital skills needs of the Lancashire labour market. The Coordinator has given a focused resource which has accelerated progress, and increased the number of partners and employers engaged in activity.
- 3.3 The LEP Board agreed receipt of this funding at the September Board Meeting.

4. Recommendation

- 4.1 The committee are asked to note the report and extension of funding for the coordinator role.

List of Background Papers

Paper	Date	Contact/Tel
N/A		
Reason for inclusion in Part II, if appropriate		
N/A		

Highlights



Future Workforce



- Lloyds Rediscover Event – 1 complete (60 Blackpool pupils) - 2 more in the pipeline
- Digital T-Level project with The Lancashire Colleges to upskill lecturers – completed 2018/19, involved 33 employers and 180+ college staff. Supporting second project in 2019/2020
- Chorley Hack – 30 Primary & Secondary Schools working with employer mentors. 2 more events planned for 2019/2020
- iDea – Duke of York Awards – Lancashire Badge
- Planning TeenTech Festival with Maggie Philbin for July 2020 – steering group established

Skilled & Productive Workforce



- Google Garage – over 750 SMEs attended workshops
- Lloyds Digital Know How Events – 3 events Oct / Nov
- Launch of £3m Fast Track Digital Workforce Fund programme GMCA & Lancashire – First round completed. Second round launches Nov 2019
- Supporting LCC Digital First workforce agenda
- Signed the Tech Talent Charter – event/project in autumn 2019

Inclusive Workforce



- £274k Digital Skills Innovation Fund secured – grant funding agreements in place and delivery progressing - 2 courses in progress / 1 in Jan 2020
- 700 learners completed Freeformers/Facebook training with LAL, B&FC, The Extraordinary Club to-date
- Successful Community of Practice Event with One Digital RE: Developing digital skills in rural communities
- National Libraries Week – 7th-13th October - working with libraries regarding a digital skills theme

Informed Approach



- Research commissioned to update evidence and give new insight into Lancashire's Digital Skills Landscape – employer survey finishing / residents survey going live imminently

