

Lancashire Employer Skills Forum Terms of Reference

Aim

The primary purpose of the Forum is to bring together partners to ensure ESF provision for employers across Lancashire supports the strategic outcomes defined within the Lancashire LEP Skills and Employment Strategic Framework and adds value, including:

- ✓ Ensure provision is complementary across the region
- ✓ Influence the improvement of service delivery for the county's employers
- ✓ Improve the link between qualifications and employment
- ✓ Support the National Apprenticeship growth target
- ✓ Support the needs of local employers and employees in the Lancashire LEP area ensuring a proactive response to meeting emerging needs and addressing skills shortages.
- ✓ Targets the priority sectors for support as follows, Advanced Manufacturing and Engineering, Energy and Environment, Finance and Professional Services, Visitor Economy, Creative and Digital, Health and Social Care, Construction.

The Forum will review the usage of funding received in the Lancashire area and support collaboration and the sharing of good practice. Any data used to inform discussion and decisions will be treated confidentially.

Objectives

1. To engage with and build a network of partners and stakeholders to share and maintain an understanding of local needs, opportunities, as well as policy changes to steer local provision.
2. To ensure the employer journey fully reflects the emerging needs to businesses.
3. Sharing of intelligence to support skills delivery in the region.
4. Support effective communication of the Lancashire offer, as part of the broader BOOST offer.
5. To facilitate activities delivered and ensure that the activities continue to be relevant within the local context, supporting LEP priorities.
6. To recommend actions to focus activity on areas of need, for example geographical areas and target groups, or need for additional provision to meet these needs.
7. To ensure the provision is positioned in a way which is complementary to, and not in competition with, activity supporting employers across Lancashire
8. To inform a Lancashire wide mapping of provision.
9. To influence and inform future commissioning strategies aimed at supporting employers and employment sectors.
10. To link the skills provision to other funded provision in the area.

11. To share success inside and outside of Lancashire through partner case studies and good news stories.

Membership

The Steering group will be chaired by the Strategic Partnership Manager – Employers and membership will comprise representatives from:

- Lancashire Skills & Employment Hub
- University of Central Lancashire
- Lancaster University
- Dimensions Training Solutions/learndirect
- The Lancashire Colleges
- Lancashire Work based Learning Forum
- Boost

Frequency of meeting

Approximately every 6 weeks.

Governance and reporting

The Forum will report to the LEP via a Chair's update to the Lancashire Skills and Employment Board.

Glossary

ESF – European Social Fund

LEP – Lancashire Enterprise Partnership