

## **EMPLOYMENT AND SKILLS PANEL**

**MEETING TO BE HELD AT 10.00 AM ON FRIDAY, 1 SEPTEMBER 2017  
IN COMMITTEE ROOM A, WELLINGTON HOUSE,  
40-50 WELLINGTON STREET, LEEDS**

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### **A G E N D A**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS**
- 3. EXEMPT INFORMATION - EXCLUSION OF THE PRESS AND PUBLIC**
- 4. MINUTES OF THE MEETING OF THE EMPLOYMENT AND SKILLS PANEL  
HELD ON 28 JUNE 2017**  
Copy attached.  
(Pages 1 - 6)
- 5. CHAIR'S UPDATE**
- 6. RE-SHAPING THE SKILLS SYSTEM**
  - Delivery agreements
  - Area Reviews
  - Labour market informationLed by: Stephanie Burras  
(Pages 7 - 20)
- 7. EMBEDDING INCLUSIVE GROWTH IN EMPLOYMENT AND SKILLS  
SERVICES**  
Led by: Joanna Robinson  
(Pages 21 - 24)
- 8. CROSS-CUTTING THEMES**
  - More and Better Apprenticeships
  - Raising the bar on high level skillsLed by: Catherine Lunn / Michelle Burton  
(Pages 25 - 32)

**9. GREAT EDUCATION CONNECTED TO BUSINESS**

- Advisory Group update
- Enterprise in Education
- Careers campaign and #tech goals

Led by: Karen Milner

(Pages 33 - 36)

**10. BUILDING WORKFORCE SKILLS AND ATTRACTING TALENT**

- Advisory Group update
- Skills Service
- Sector activity

Led by: Tom Keeney

(Pages 37 - 40)

**11. EMPLOYABILITY, ACCESSING JOBS AND REALISING POTENTIAL**

- Advisory Group update
- Work and Health pilot
- WYCC launch of in-work progression project

Led by: Cllr Dan Sutherland

(Pages 41 - 42)

**12. DATE OF NEXT MEETING**

Monday 4 December 2017, 10am-12.30pm, Committee Room A, Wellington House,  
Leeds

**Signed:**

A handwritten signature in black ink, appearing to be 'BDM', with a long horizontal line extending from the end of the signature.

**WYCA Managing Director**



**MINUTES OF THE MEETING OF THE  
EMPLOYMENT AND SKILLS PANEL  
HELD ON WEDNESDAY, 28 JUNE 2017 AT AHEAD PARTNERSHIP,  
PINSENT MASON OFFICES, 1 PARK ROW, LEEDS**

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**Present:**

|                              |                                    |
|------------------------------|------------------------------------|
| Stephanie Burras CBE (Chair) | Ahead Partnership                  |
| Ian Billyard                 | LCR Skills Network                 |
| Nick Bowen                   | LCR Headteachers' Advisory Network |
| Julie Colley                 | Avalon Group                       |
| Professor Margaret House     | LCR Skills Network                 |
| Councillor Imran Khan        | Bradford Council                   |
| Merran McRae                 | Wakefield Council                  |
| Karen Milner                 | Paths and Progress                 |
| Beverly Parrish              | Parrish Environmental Consulting   |
| Councillor Mohammed Rafique  | Leeds City Council                 |
| Joanna Robinson              | Mansfield Pollard                  |
| Councillor Carol Runciman    | City of York Council               |
| Amanda Stainton              | Portakabin                         |
| Diana Towler                 | Department of Work and Pensions    |

**In attendance:**

|                   |                  |
|-------------------|------------------|
| Caroline Allen    | WYCA             |
| Michelle Burton   | WYCA             |
| Sue Cooke         | WYCA             |
| Farzana Chowdhury | WYCA             |
| Rebecca Collier   | WYCA             |
| Christian Denison | WYCA             |
| Peter Glover      | WYCA             |
| Phil Hunter       | Bradford Council |
| Emma Longbottom   | WYCA             |
| Catherine Lunn    | WYCA             |
| Sonya Midgley     | WYCA             |

**1. Apologies for absence**

Apologies for absence were received from Councillors Susan Hinchcliffe, Cliff Lunn and Dan Sutherland, Simon Barratt, Peter Duffy, Michael Holgate, Tom Keeney, Glynn Robinson, Sue Soroczan.

## **2. Minutes of the meeting of the Employment and Skills Panel held on 17 March 2017**

Minutes of the meeting of the Employment and Skills Panel held 17 March 2017 were approved as an accurate record of the meeting.

## **3. Declarations of interests**

The Panel Chair (Stephanie Burras) declared an interest explaining that the Ahead Partnership held an interest in one of the European funded education business programmes which were referenced in reports contained within the agenda.

## **4. Governance**

The Panel was provided with a report which was introduced by the Chair and set out the proposed changes to the governance arrangements for LEP Panels.

It was reported that at its meeting in May, the LEP Board had approved a revised model of governance integrating the LEP Panels into the decision making structure of WYCA through the development of an advisory committee structure reporting back to the LEP and WYCA. This would provide enhanced two way engagement between the private and public sector, increasing transparency and enabling faster and more streamlined decision making.

The revised governance arrangements were scheduled to be considered by WYCA at its meeting on 29 June and, if approved, would be effective from 1 September 2017. A similar report was being considered by each of the affected Panels and all Panel members had received a separate letter about the proposals. Panel members were given the opportunity to ask questions about the proposals and seek clarification on anything which they felt was unclear.

The Panel discussed the proposed arrangements and provided feedback.

### **Resolved:**

That the report and next steps in the process be noted.

- (i) That existing Panel members would be included in the membership unless they notified WYCA that they wished to opt-out.
- (ii) That declarations of interest forms and guidance notes for completion be emailed to Panel members in due course.
- (iii) That the Panel be provided with an email address for the Head of Legal and Governance Services should they have queries to raise outside of the meeting.

## **5. Influencing the skills system**

The Panel were provided with a report seeking endorsement of delivery agreements with FE colleges in West Yorkshire, which would influence the alignment of activity – including that funded through the Adult Education Budget – with the ambitions set out in the Leeds City Region Employment and Skills Plan. Draft documents were included with the papers and the following feedback was provided.

- The Panel welcomed the draft delivery agreements and noted that significant progress had been made in anticipation of a devolution deal.
- The process of developing the agreements had been very useful and had enabled WYCA and the LEP to develop a stronger understanding of college delivery.
- Colleges had been very collaborative and this was thought to reflect the strength of the existing relationship between the colleges, the LEP and WYCA.
- Local Authorities should have an involvement in the ongoing monitoring of progress towards the ambitions set out in the delivery agreements.
- In the next phase of work, a workshop would be held for Local Authorities to come together and share good practice.

Peter Glover gave a presentation to the Panel summarising headline labour market information. The annual labour market report for 2017/18 would be launched at a workshop to be held in September. An update was given on a meeting of implementation group to oversee progress towards the recommendations set out in the report of the West Yorkshire Area Review.

### **Resolved:**

- (i) That the delivery agreements with West Yorkshire Colleges be endorsed.
- (ii) That the update regarding the implementation of the West Yorkshire Area Review and the headline messages for the Labour Market Analysis for 2017/18 be noted.

## **6. Cross-cutting themes**

The Panel was provided with a report on work to progress the priorities and actions in the cross-cutting themes in the Employment and Skills Plan: “More and Better Apprenticeships” and “Raising the Bar on High Level Skills” and which sought the Panel’s endorsement for the development of an action plan to progress the next steps regarding high level technical education.

The Panel welcomed the increase in apprenticeship numbers in Leeds City Region, in contrast to a national decline.

The Panel noted that WYCA had carried out research to analyse the pipeline of higher

and degree apprenticeship provision against the demand highlighted in the Labour Market Analysis. The key messages from the research included that there was a robust Higher and Degree Apprenticeship offer in Management and Leadership but colleges and Universities were expecting to offer far fewer places on STEM courses. It was reported that there was a particular risk of under-supply in Manufacturing and Engineering, and Digital skills. An anticipated ESIF call "Collaborating with business to develop skills provision" in Leeds City Region may provide funding to address this issue.

**Resolved:**

- (i) That the progress of activity against the More and Better Apprenticeships and Raising the Bar on High Level Skills priorities be noted.
- (ii) That the Panel noted the key messages and the next steps from the Higher Level Skills research and support be given to the development of an action plan to progress to the next steps.

**7. Addressing sector skills shortages**

The Panel was provided with a consultation report on plans to address sector skills shortages in the Leeds City Region. Emma Longbottom gave a presentation summarising the approach to be taken to address the issue. It was proposed that the "Building Workforce Skills and Attracting Talent" advisory group should have oversight of this work stream.

**Resolved:**

- (i) That the proposed approach to addressing sector skills shortages be endorsed and that the "Building Workforce Skills and Attracting Talent" advisory group should have oversight of this work stream.

**8. Great education connected to business**

The Panel was provided with an update on the work to progress the priorities and actions in the "Great Education Connected to Business" priority of the Employment and Skills Plan and news were sought on a proposal to extend #techgoals activity including by encouraging the take-up of "digital badges" in primary and secondary schools.

The Panel received a verbal update from Karen Milner following on from a meeting of the "Great Education Connected to Businesses" advisory group.

The Panel noted that there was currently no offer available for digital badges specifically for primary aged learners. If resource was available, the Panel would be keen to explore opportunities to increase uptake within secondary schools to address sector skills shortages and to pilot the development of digital badges for primary

learners.

**Resolved:**

- (i) That the progress of activity against the “Great Education Connected to Business” priorities be noted and supported.

**9. Building workforce skills and attracting talent**

The Panel was provided with a report on the “Building Workforce skills and Attracting Talent” priority, together with a verbal update from Michelle Burton on a meeting of its advisory group.

The Panel also received an update on the LEP Skills Service which had now closed as a grant funding scheme. It was noted, however, that advice was still available to businesses, particularly regarding Apprenticeships, and support was available for businesses to develop a training plan and to access appropriate training provision. The outcome of a European Social Fund (ESF) call to deliver a Skills Service project was awaited.

The Panel were asked to consider whether they would be interested in representing the Employment and Skills Panel on steering groups for two ESF projects to be delivered by the West Yorkshire Consortium of Colleges:

- Reach Higher (widening participation in high level skills)
- More Skills, Better Jobs (skills support for in-work benefit claimants)

The Panel was reminded that the Leeds City Region Annual Skills Conference would take place on 20 July at Bradford College.

**Resolved:**

- (i) That the report be noted.
- (ii) That Panel members contact Michelle Burton should they be interested in representing the Employment and Skills Panel on steering groups for the two ESF projects to be delivered by the West Yorkshire Consortium of Colleges.

**10. Employability, accessing jobs and realising potential**

The Panel was provided with a report on “employability, accessing jobs and realising potential”. The purpose of the report was to consult the Panel on the work to progress relevant priorities and actions, in particular measures to encourage inclusive growth.

It was reported that Ruth Redfern had been seconded to the West Yorkshire Combined Authority to act as Project Director for Inclusive Growth. The purpose of

the work was to ensure that all communities, including the most disadvantaged cohorts, were able to benefit from economic growth.

**Resolved:**

- (i) That the report be noted.
- (ii) That the progress of activity against the "Employability, Accessing jobs and Realising Potential Priority be noted.
- (iii) That the range of measures proposed at 3.1 of the submitted report to encourage inclusive growth be noted.

**11. Dates of future meetings**

1 September 2017, 10.00am – 12.30pm

4 December 2017, 10.00am – 12.30pm

Members were reminded that future meetings would be held in public and would take place in Committee Room A, Wellington House, Leeds.

**Director:** Sue Cooke, Executive  
Head of Economic Services  
**Author:** Michelle Burton



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**Report to:** Employment and Skills Panel

**Date:** 1 September 2017

**Subject:** Re-shaping the Skills System

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## **1 Purpose**

- 1.1 Seek the Panel's views on current and planned activity in preparation for devolution of the Adult Education Budget including the publication of Delivery Agreements with West Yorkshire colleges.
- 1.2 Provide an update to the Panel on the implementation of recommendations from the West Yorkshire Area Review of post-16 Education and the publication of the York, North Yorkshire, East Riding and Hull Review.
- 1.3 Provide a summary of current employment and skills policy developments and seek the Panel's views on the areas that should be prioritised over the coming months.

## **2 Adult Education Budget**

- 2.1 In July 2017, Delivery Agreements were published with each of the seven FE Colleges in West Yorkshire, following the Panel's endorsement at its last meeting. The agreements are available to view at <http://www.the-lep.com/research-and-publications/> and set out individualised and measurable expectations of how Colleges have agreed to work toward LEP and CA priorities for the LCR. The agreements will influence how the Adult Education Budget (approx. £56m per annum) is utilised as well as broader college provision and are an important next step in strengthening broader relationships with providers. The publication of these agreements was reported as a national first by FE Week <http://feweek.co.uk/2017/07/27/yorkshire-colleges-first-to-publish-targets-in-56m-aeb-pre-devolution-deal/>.

- 2.2 The Panel's views are sought for the proposal that work to prepare for devolution of the Adult Education Budget (AEB) should focus on the following areas over the coming months:

### **a. Performance management of existing agreements**

The majority of AEB funded activity in Leeds City Region (over £43m) is delivered via "block grants" with FE colleges. The Delivery Agreements published in July 2017 cover this provision as well as the broader college offer. Monitoring meetings are being scheduled with each college to track progress towards the targets set out in

the agreements, and with Local Authority and JCP officers invited to attend and feed in their views.

**b. Hold workshop with Local Authorities**

Over £7m of AEB was allocated to Local Authorities via block grants in 2016/17. The size of the allocations vary and some LAs deliver all their provision themselves whereas others sub-contract all or some of their delivery:

| <b>Institution</b>                      | <b>Adult education budget block grant 16/17</b> |
|---|---|
| Bradford City Council                   | £629,280  |
| Calderdale Metropolitan Borough Council | £1,020,544                                      |
| City Of York Council                    | £862,546  |
| Kirklees Metropolitan Council           | £274,971  |
| Leeds City Council                      | £2,165,954                                      |
| Wakefield City Council                  | £2,417,576                                      |
| <b>TOTAL</b>                            | <b>£7,370,871</b>                               |

A workshop is currently being arranged with LA officers to identify best practice, particularly around measuring success and using that information to inform delivery and to consider the potential benefits of devolution, in terms of what could be delivered with greater control over the funding and funding rules.

**c. Engage with major independent training providers (ITPs)**

Provision is currently procured from ITPs by the Skills Funding Agency at a national level with no local accountability. Both Learndirect and Manchester College deliver a large amount of provision with a high value, with most of Manchester College's delivery made up of a national contract to deliver training in prisons. The top ITPs of AEB in the first part of 16/17 were as follows:

| <b>Institution (Location)</b>                | <b>AEB spend in LCR up to Q2 16/17</b> |
|--|--|
| Learndirect Ltd (Sheffield)                  | £2,760,403                             |
| Manchester College (Manchester)              | £2,587,495                             |
| Learning Curve (JAA) Limited (County Durham) | £310,832                               |
| HIT Training Ltd (Ardur)                     | £261,939                               |

These four providers will be contacted for a conversation about their provision in Leeds City Region and the extent to which it meets LCR priorities. There is also a very large number of providers delivering small amounts of provision.

### **3 Area reviews of post-16 education**

- 3.1 As reported at the last meeting, good progress has been made towards a number of the recommendations set out in the report of the West Yorkshire Review. Since a meeting on 9 June, further discussions have been taking place between various parties interested in the proposal to establish an Aire Valley College proposition (including Craven College, Shipley College and the Keighley Campus of Leeds City College).
- 3.2 The Area Review report for York, North Yorkshire, East Riding and Hull was published on 3 August 2017 and is available to view at:  
<https://www.gov.uk/government/publications/york-north-yorkshire-east-riding-and-hull-fe-area-review-report>.
- 3.3 The recommendations from the York, North Yorkshire, East Riding and Hull Area Review with implications for Leeds City Region are as follows:
- Askham Bryan to remain as a stand-alone institution.
  - Craven College to progress towards a three-way merger of Craven College, Shipley College and the Keighley Campus of Leeds City College to create a single “Aire Valley College” which will share services with an expanded Craven Educational Trust (a multi-academy trust). This is subject to the transfer of Keighley College campus from Leeds City College on a financially feasible and acceptable basis. If this is not possible Craven College to remain a stand-alone institution working with Craven Educational Trust and to explore shared services with this multi-academy trust as it expands.
  - Hull College Group to remain as a stand-alone institution under a “fresh start” arrangement to deliver financial recovery and a strategic review to protect provision for Goole, Harrogate and Hull.
  - Selby College to remain as a standalone institution.
  - York College to remain as a stand-alone institution.
  - The York, North Yorkshire, East Riding and Hull Higher Apprenticeships group established under the area review to continue and develop a regional approach to increasing provision of higher apprenticeships through reviewing progression routes from level 3 into level 4 and beyond, supporting industry to create new apprenticeship standards that meet economic priorities, developing appropriate skills amongst the sector’s workforce, and considering a joint approach to end-point assessment. The group to consider expansion to include Higher Education Institute membership.

### **4 Employment and Skills policy**

- 4.1 A presentation will be given to the Panel summarising current and anticipated policy developments. This presentation is attached as **Appendix 1**. The Panel’s views are sought regarding the policy areas that should be prioritised.

- 4.2 The LEP's annual labour market report for 2017/18 will be launched at a stakeholder workshop on 27 September. This report is used by organisations including FE Colleges, Universities, schools, training providers and Local Authorities to plan their provision and to provide advice to learners. Officers from the West Yorkshire Combined Authority are also available to visit organisations to present more tailored information in more detail and to explore the implications for specific institutions.

## **5 Recommendations**

- 5.1 The Panel is asked to:
- Comment on current and planned activity in preparation for devolution of the Adult Education Budget;
  - Note the update on the implementation of recommendations from the West Yorkshire Area Review of post-16 Education and the publication of the York, North Yorkshire, East Riding and Hull Review.
  - Note the presentation on current employment and skills policy developments and give their views on the areas that should be prioritised over the coming months.

11

# Policy Update – Employment and Skills 1 September 2017

# STRUCTURE

- Context: Skills and employment in the region
  - Ministers and political landscape
  - Skills & Education Landscape
- 12 • Current consultations – what we are doing
- What next

# CONTEXT: HEADLINE STRENGTHS & CHALLENGES



## STRENGTHS:

- **£62.5bn economy**, bigger than 10 EU nations and representing 5% of England's output
- There are **more people employed in the LCR than ever before**.
- **Economy (private sector in particular) very effective at creating new jobs** – Leeds saw the strongest private sector growth of all cities in 2014-15.
- **Structure of the LCR economy means the economy should be more resilient to a downturn** in any single industry – because of the broad business base and relatively large proportion of SMEs - in contrast to, for example, the automotive sector in the West Midlands / Tees Valley).
- **Yorkshire & Humber has grown Foreign Direct Investment market share strongly** in 2015 and 2016. The 64 FDI projects in Leeds City Region in 2016 created 2,028 jobs, with the US our largest single market.
- **Strong sectors & one of largest concentrations of HEIs in Europe**
  - Largest manufacturing workforce of any LEP; largest centre of financial and professional services outside London; digital sector growth (incl. "combinatorial" med-tech/fin-tech).

## CHALLENGES:

- **An economic growth rate consistently below that of England.**
- **The gap to the national average on GVA per person has widened.** If our GVA per person matched the English average, our economy would be c. £10 billion larger
- **There are 215,000 jobs in West Yorkshire that pay below the living wage** – so while work remains someone's best chance of escaping poverty, it no longer guarantees an escape route
- **Wages in WY continue to lag behind national average** (7.3% lower).
- While unemployment has halved since 2011 (to 73,000), **the number of people unable to work because of ill-health has remained at ~100k**
- **Poor skills profile is proving stubborn** – over the last 4yrs, the proportion of the population with high skills (31%) and basic qualifications (27%) haven't moved as we would like
- **Legacy of under-investment in the transport network and stalled investment in key regeneration sites** – could hamper future economic growth
- **Not enough exporting, innovation & inward investment.** LCR has an estimated external trade deficit of £5 billion

# CONTEXT: MINISTERS & POLITICAL LANDSCAPE

- Rob Halfon  Chair of Ed Select Committee
- Anne Milton  Minister for Apprenticeships & Skills
- Recent communications
- Devolution
- Inclusive Growth
- Industrial Strategy
- Brexit

# CONTEXT: SKILLS SYSTEM

- Adult Education Budget
- Area Reviews
- Delivery Agreements
- Implementation of Post 16 Skills Plan

*Delays and what to expect*

15

- T Levels

*Autumn consultation*

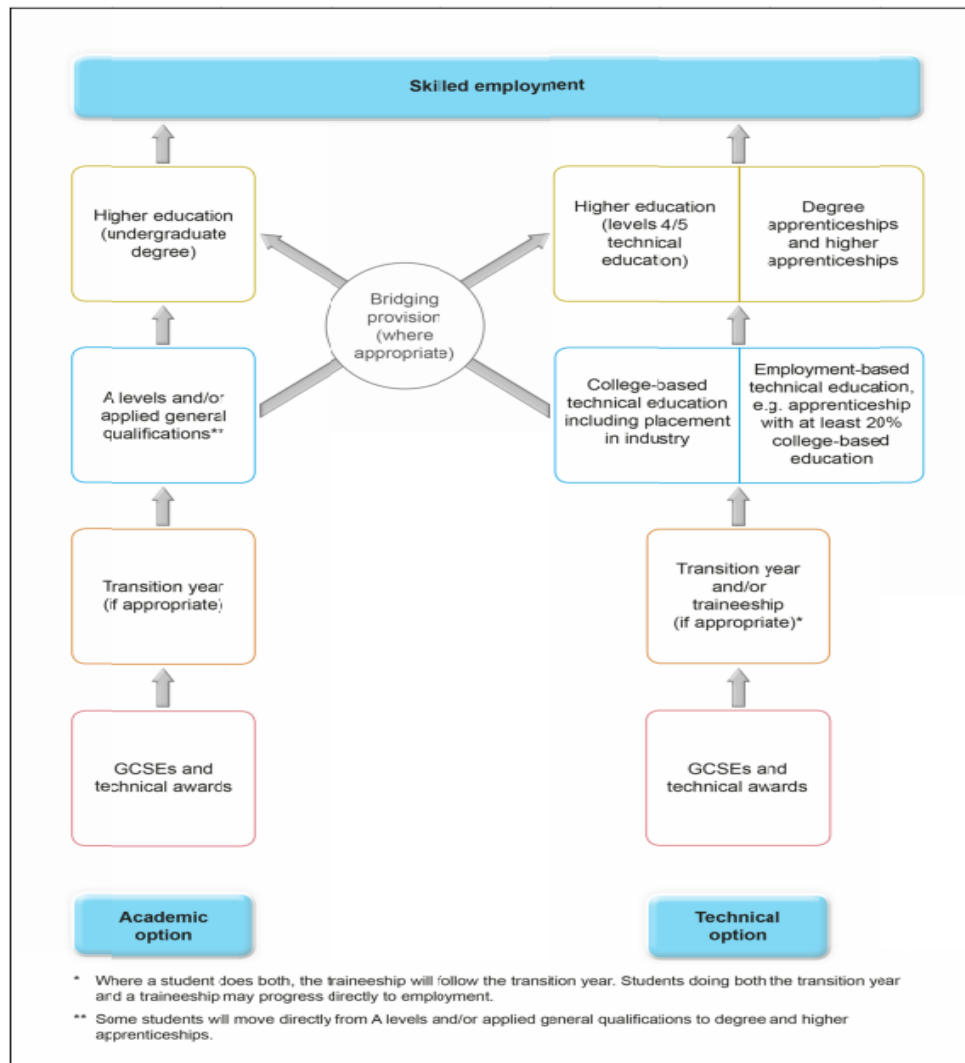
*Pathfinder qualifications*

- Skills Advisory Panels

*Opportunity to play-in regional insight into labour markets to influence policy.*

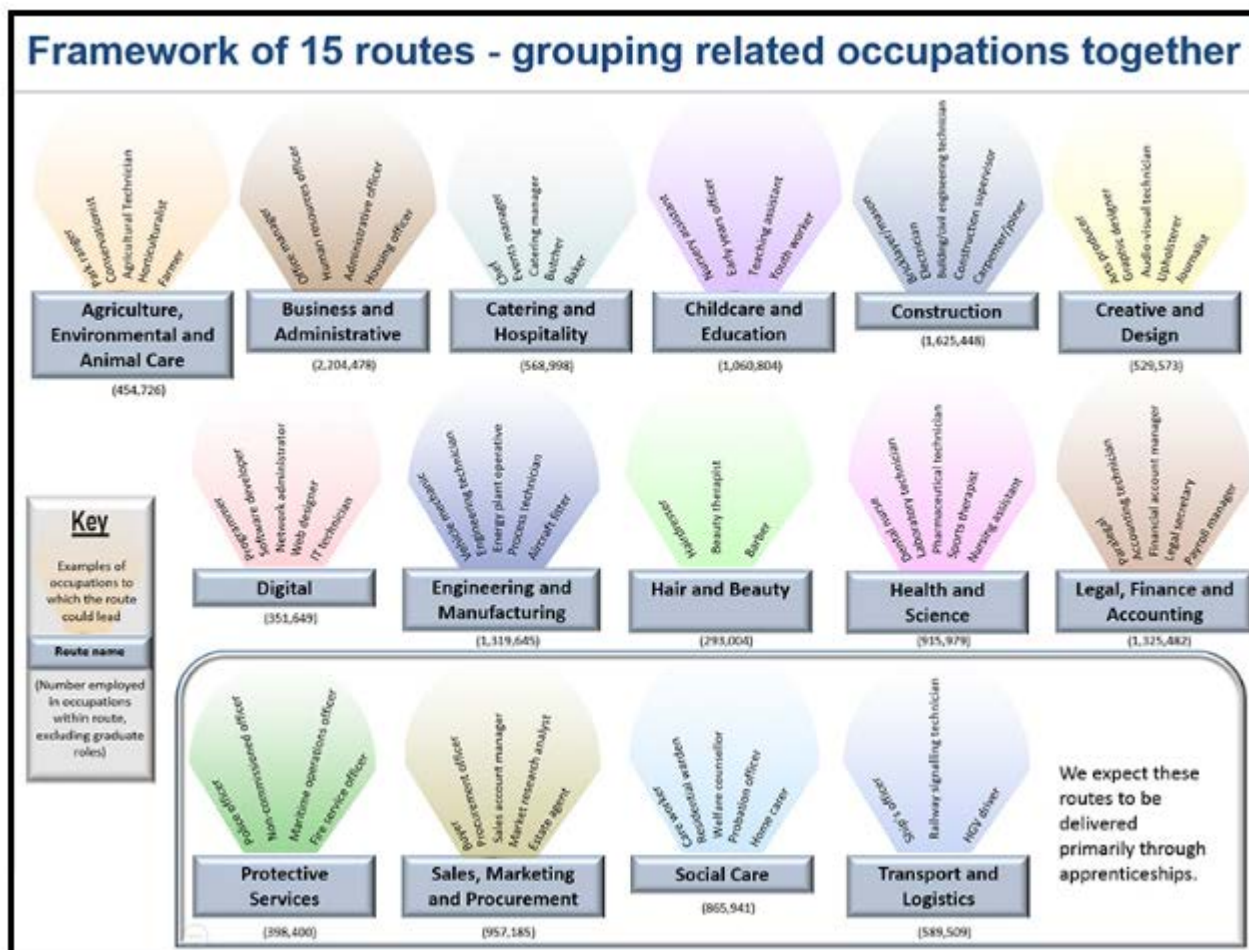
# POST 16 SYSTEM / T LEVELS: RECAP

16



# POST 16 SYSTEM / T LEVELS: RECAP

17



# CURRENT CONSULTATIONS

- Local Government Association – Work Local  
LGA Proposals on a devolved skills and employment system
- Northern Powerhouse Partnership – Education and Skills Review  
Broad consultative exercise across the North

# WHAT NEXT: PRIORITIES

- Embedding Inclusive Growth
  - Making sure we have a skills system that works for all
- Industrial Strategy - White Paper from Government in the Autumn
  - ➡ • Ensuring that the region's employment and skills needs are reflected and a part of any response or proposal
- Post 16 Skills System - Lots of Government work/announcements expected in the Autumn
  - Ensuring that the post 16 skills system works for the region and delivers the skills the region needs to continue to grow
- Devolution

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**Director:** Sue Cooke, Executive  
Head of Economic Services  
**Author:** Michelle Burton



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**Report to:** Employment and Skills Panel

**Date:** 1 September 2017

**Subject:** Embedding Inclusive Growth in Employment and Skills Services

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## **1 Purpose**

- 1.1 Seek the Panel's views on the proposed approach to embedding Inclusive Growth in Employment and Skills services.

## **2 Inclusive Growth**

- 2.1 Ruth Redfern is seconded to the West Yorkshire Combined Authority to act as project director for Inclusive Growth. The purpose of this work is to ensure that all communities, including the most disadvantaged cohorts, are able to benefit from economic growth.
- 2.2 Analysis carried out as part of this work demonstrates that although the City Region economy grew faster than the national average in 2015, too many individuals, families and communities are disconnected from economic growth. 465,000 people in the City Region are classed as income deprived, this is the fourth largest concentration of poverty in England and represents 1-in-6 of the population. In addition, 147,000 children in LCR (22%) live in poverty.
- 2.3 The cost of poverty in the City Region is estimated to be £3.6bn (based on work by the Joseph Rowntree Foundation), equivalent to £1,200 per person. This is because an estimated £1 in every £5 spent on public services is linked to poverty, with the costs falling heavily on the health service, education and the police and criminal justice system. The economic benefits of addressing poverty are also great; Each time an out-of-work benefit claimant moves into a job paying the voluntary Living Wage (£8.45) the local economy is boosted by £14,400 on average. Currently, a quarter of jobs pay less than the living wage of £8.45 – that's equivalent to around 300,000 jobs in the City Region.
- 2.4 Officers from the West Yorkshire Combined Authority and partner authorities are actively involved with the development of workstreams to address Inclusive Growth. The work is overseen by a steering group which includes Joanna Robinson as a business representative, Nav Chohan (Shipley College) as FE representative nominated by the WY Colleges, and Ray Henshaw (Minsthorpe Community College) representing the LCR Headteachers Advisory Network.

### 3 Employment and Skills actions

- 3.1 An audit has been carried out to explore the extent to which the activity overseen by the Employment and Skills Panel contributes to the Inclusive Growth agenda, and to set out areas for future development:

| Work Area                     | Current Activity  | Proposed Future Activity  |
|-------------------------------|---|---|
| Influencing providers         | Outcomes for the most disadvantaged groups identified in Delivery Agreements with WY Colleges.  | Outcomes for disadvantaged groups to be prioritised for tracking and monitoring of Delivery Agreements.   |
| Enterprise in Education       | Committed to provide enhanced activity for 6,000 of our most disadvantaged young people;<br>Consulting with looked after children on the format, challenges and key messages of a careers campaign, currently in development.   | Inspire disadvantaged young people to progress towards careers in skills shortage areas including digital, engineering and construction / infrastructure;<br>To develop and deliver enhanced activity in “Opportunity Area” of Bradford to improve social mobility.               |
| In-work progression           | Partnered with JRF to carry out research into in-work progression;<br>Published research report in July 2017 into models of in-work progression in low-wage sectors <a href="http://www.the-lep.com/news-and-blog/news/new-report-finds-sector-based-support-can-help-bus/">http://www.the-lep.com/news-and-blog/news/new-report-finds-sector-based-support-can-help-bus/</a> ;<br>Launched “skills support for in-work claimants” project at LCR Skills Conference on 20 July. | To launch further ESF programme “skills support for low wage low skilled workers”.  |
| Skills support for businesses | (Fully integrated with Growth Service), support available for businesses to engage with schools, recruit apprentices, train lower paid staff, improve management and leadership etc;  | Developing a menu of employer “asks” as a condition of grants;<br>Could develop further offer to businesses to support them to recruit and retain employees with health issues, particularly mental health problems (possible through “High Performing Workplaces” ESIF project). |

|                                   |  |  |
|-----------------------------------|--|--|
|                                   | Evaluation of Skills Service will include support for low paid staff.  |  |
| Local employment on major schemes | WYCA implemented social value in procurement policy for all schemes with a value of £0.5m or more; Jointly with JRF, launched “How To” guide for project managers and procurement officers so that good growth requirements are monitored consistently.  | Local Authority partners and “anchor institutions” to be encouraged to implement similar policy; Developing an employment model linked to major capital and infrastructure schemes in order to maximise local employment benefits. |
| Apprenticeships                   | Apprenticeship Grant for Employers (AGE) offers enhanced grant to employers taking on their first apprentice (16-24 years old) when they pay the apprentice the living wage, or as a minimum the national minimum wage for the age of the apprentice, rather than the lower national apprenticeship wage; ESF funded Apprenticeship Hub (being delivered as “Absolute Apprenticeships”) supports disadvantaged young people to access apprenticeships. | Continue to incentivise employers to pay living wage through any future Apprenticeship Grant schemes.  |

3.4 In addition, a number of European Social Funded projects directly contribute to the Inclusive Growth agenda in Leeds City Region, for example:

- STEP up into Construction – supporting unemployed/inactive people to access jobs in construction;
- Widening Participation in high level skills – supporting people from under-represented groups to access education and training at higher levels;
- Skills Support for Redundancies – supporting those at risk of being made redundant/under notice/unemployed due to recent redundancy;
- Back to work programme – support for unemployed aged 16+ with certain eligibility criteria;
- Local Flexibility for the unemployed – support for unemployed aged 25+ experiencing disadvantage;
- NEET programme – support for young people not in education, employment or training;

- Innovation and Young People – support for those at risk of becoming NEET aged 15+;
- Early Intervention Programme (Big Lottery) – targeting at risk families;
- Vulnerable migrants (Big Lottery) - support for migrants with permission to work in the UK who have arrived in the last 5 years and who meet further eligibility criteria to be classed as “vulnerable”;
- Skills Support for in-work claimants – targeting people who are employed and claiming benefits.

#### **4 Recommendations**

##### **4.1 The Panel is asked to:**

- Comment on the proposed approach to embedding Inclusive Growth in Employment and Skills services;
- Identify whether there are any other actions that the Panel think should be taken.

**Director:** Sue Cooke, Executive  
Head of Economic Services  
**Author:** Catherine Lunn



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**Report to:** Employment and Skills Panel

**Date:** 1 September 2017

**Subject:** Cross-Cutting Themes:  
More and Better Apprenticeships and Raising the Bar on High Level Skills

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## **1 Purpose**

- 1.1 The purpose of this report is to update the Panel on work to progress the priorities and actions in the cross-cutting themes in the Employment and Skills Plan: “More and Better Apprenticeships” and “Raising the Bar on High Level Skills”.

## **2 Apprenticeship Hub Programme**

- 2.1 The Education & Skills Funding Agency (ESFA) European Social Fund contract for an Apprenticeship Hub programme is being delivered by Interserve through their Absolute Apprenticeships programme. The inaugural meeting of a programme steering group was held on 21 July 2017. Unfortunately, Interserve were still unable to provide any performance data for any of the three ESF contracts they hold.

## **3 Apprenticeship Grant for Employers**

- 3.1 The Apprenticeship Grant for Employers (AGE) is now closed to new registrations.
- 3.2 **Phase One** (Apprentice Starts 1 August to 31 December 2015 – financial year 2015/16) saw 1124 business receive grants totalling £2,276,000.
- 3.3 **Phase Two & Three** (Apprentice Starts 1 January to 31 December 2016 – financial year 2016/17) saw 1598 businesses receiving 1819 grants totalling £3,066,800.00. Appendix 1 provides further performance data for financial year 2016/17 programme outcomes.
- 3.4 **Phase Four progress** (Apprentice Starts 1 January to 31 July 2017 – financial year 2017/18)

Registrations for phase 4 closed on 4 August 2017. Over 1100 registrations have been received for Phase 4 and are currently undergoing initial eligibility checks. Checking and processing of payments will continue to March 2018.

- 3.5 To date:
- 3,117 grants have been awarded to 2,722 SMEs to a value of £5,342,800;

- 2,588 (95%) of the businesses receiving the grant had 50 or less employees;
- 1,114 grants have been awarded to business meeting the core criteria;
- 2,003 grants awarded including the 'top up';
- For 1,970 (72.5%) businesses receiving the grant, it was their first apprentice;
- Grants have been awarded in relation to 2,135 (68%) 16 to 18 year olds and 982 (32%) 19 to 24 year olds.

**Appendix 1** provides further data relating to Phases 1 to 3 of the AGE programme.

#### **4 LEP Apprenticeships Marketing activity**

- 4.1 A marketing/awareness campaign on Apprenticeships ran over the summer, mainly via social media.
- 4.2 The campaign, #Letstalkrealtraining, was supported by a telemarketing campaign which contacted businesses (SMEs) who have already received some LEP support, such as grants, but have not received any information on apprenticeships. 104 appointments were made for members of the Skills Service to visit companies to advise them on support available in relation to workforce development including how to make the most of apprenticeships. From the 104 appointments, referrals have been made to a variety of LEP and partner services including further apprenticeship support. As part of the meeting, businesses were asked what the barriers were to offering apprenticeships. These comments will be used to inform future support to SMEs.
- 4.3 We hope to run a similar telemarketing campaign during the autumn targeting businesses who have never offered apprenticeships before but initially supporting Levy companies. Following on from discussions at the June Employment and Skills Panel and additional informal feedback, we know that many Levy companies still have no plans to utilise their Levy contribution or need support in planning usage and identifying potential providers.
- 4.4 The initial telemarketing activity was supported by funding from the ESFA.

#### **5 Apprenticeship Promotion in Schools**

- 5.1 Activity to promote apprenticeships in schools through the Enterprise in Schools programme has built up momentum during the summer term. All Enterprise Co-ordinators (ECs) receive regular updates, briefings and prompts on apprenticeship activity to pass on to their schools. School reviews, currently taking place, will identify schools' engagement with apprenticeships and future support and action plans needed ready for the new term.
- 5.2 A brief survey is being carried out with parents and guardians to establish how they currently find out about apprenticeships, what information would be useful and how they would like to access the information in future. This information will help

influence the design of the careers campaign (see item 8 – Great Education Connected to Businesses).

- 5.3 Local Authorities and training providers will intensify their activity to promote apprenticeships around exam results days in August. The Enterprise Coordinators will provide advice to schools with suggested activities and guidance for results days. The Realtime electronic facility at bus stops across West Yorkshire will be used to promote apprenticeships during the two week exam result period.
- 5.4 The EC with responsibility for apprenticeships in schools recently attended the Y & H Apprenticeship Ambassador Network to explain his work and to discuss how he can support the network and vice versa.

## **6 Raising the Bar on High Level Skills**

- 6.1 At a previous meeting, the Panel noted that a call for bids to develop Institutes of Technology was anticipated with £170m to be available nationally. The Panel had a preference for a single LCR bid with clear strategic fit with LEP priorities. It may be appropriate for the bid to include multiple partners. Colleges in Leeds City Region would be well placed to develop a collaborative bid as they had a strong history of close collaboration. The call for bids has been delayed and is now anticipated in Autumn 2017.
- 6.2 At the annual LCR Skills Network conference, a £3.5m European Social Funded project “Reach Higher” was launched. This project will be delivered by the West Yorkshire Consortium of Colleges with the aim of widening participation in high level skills, particularly in skills shortage sectors and among under-represented groups. Activity will include support for work placements, internships and conversion programmes.
- 6.3 The partnership of Higher Education Institutions in West Yorkshire, Go Higher West Yorkshire, has submitted a bid to HEFCE’s Degree Apprenticeship Development Fund, in order to strengthen the Degree Apprenticeship offer in the region. The bid focused particularly on health, education and building services / engineering.
- 6.4 HEFCE has launched a call for proposals for its Catalyst Fund with a theme of “Closing the skills gap and supporting the Industrial Strategy through curriculum development”. The deadline for applications is 25 September 2017 and funding of up to £200,000 is available through the Fund. At least two Higher Education Institutions from Leeds City Region are interested in submitting applications and Go Higher West Yorkshire are also considering submitting a collaborate bid.

## **7 Recommendations**

- 7.1 The Panel is asked to note and comment on the progress of activity against the More and Better Apprenticeships and Raising the Bar on High Level Skills priorities.

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## Apprenticeship Grant for Employers – Data in relation to Phase 1, 2 and 3

**Phase 1** – Apprentice starts 1 August to 31 December 2015

**Phases 2 & 3** Apprentice starts 1 January to 31 December 2016

|  | <b>Phase 1</b> | <b>Phase 2 &amp; 3</b> | <b>Total</b> |
|--|----------------|------------------------|--------------|
| <b>No of grants awarded</b>  | 1298           | 1819                   | 3,117        |
| <b>Total value of grants awarded</b>                                 | £2,276,000.00  | £3,066,800.00          | £5,342,800   |
| <b>No of businesses receiving the grant:</b>                         | 1124           | 1598                   | 2,722        |
| • <50 employees  | 1077           | 1511                   | 2,588 (95%)  |
| • 51 – 249 employees   | 47             | 87                     | 134 (5%)     |
| <b>Age breakdown of where grants have been awarded:</b>              |                |                        |              |
| • 16-18 year olds  | 829 (64%)      | 1306 (72%)             | 2,135 (68%)  |
| • 19 – 24 year olds  | 469 (36%)      | 513 (63%)              | 982 (32%)    |
| <b>Businesses receiving the grant by geography:</b>                  |                |                        |              |
| • Bradford   | 239 (21%)      | 313 (20%)              | 552 (20%)    |
| • Calderdale   | 110 (10%)      | 212 (13%)              | 322 (12%)    |
| • Kirklees   | 255 (23%)      | 343 (21.5%)            | 598 (22%)    |
| • Leeds  | 287 (25%)      | 423 (26.5%)            | 710 (26%)    |
| • Wakefield  | 143 (13%)      | 208 (13%)              | 351 (13%)    |
| • York   | 90 (8%)        | 99 (6%)                | 189 (7%)     |
| <b>Businesses receiving grant by sector:</b>                         |                |                        |              |
| • Agriculture, forestry & fishing                                    | 13 (1%)        | 43 (3%)                | 56 (2%)      |
| • Mining & quarrying   | 0              | 1 (0%)                 | 1 (0%)       |
| • Manufacturing  | 101 (9%)       | 151 (9%)               | 252 (9%)     |
| • Electricity, gas, steam & air conditioning supply                  | 29 (3%)        | 23 (1%)                | 52 (2%)      |
| • Water supply, sewerage, waste management & remediation activities  | 13 (1%)        | 4 (0%)                 | 17 (1%)      |
| • Construction   | 354 (31%)      | 319 (20%)              | 673 (25%)    |
| • Wholesale & retail trade, repair of motor vehicles and motorcycles | 108 (10%)      | 186 (12%)              | 299 (11%)    |
| • Transportation and storage   | 8 (1%)         | 13 (1%)                | 21 (1%)      |
| • Accommodation & food service activities                            | 27 (2%)        | 37 (2%)                | 64 (2%)      |
| • Information & communication  | 39 (3%)        | 68 (4%)                | 107 (4%)     |
| • Financial & insurance activities                                   | 36 (3%)        | 61 (4%)                | 97 (4%)      |
| • Real estate activities   | 13 (1%)        | 32 (2%)                | 45 (1%)      |
| • Professional, scientific & technical activities                    | 19 (2%)        | 30 (2%)                | 49 (2%)      |
| • Administrative & support service activities                        | 28 (2%)        | 57 (4%)                | 85 (3%)      |

|   |           |           |              |
|---|-----------|-----------|--------------|
| • Public administration & defence; compulsory social security   | 0         | 2 (0%)    | 2 (0%)       |
| • Education   | 49 (4%)   | 80 (5%)   | 129 (5%)     |
| • Human health & social work activities   | 65 (6%)   | 116 (7%)  | 181 (7%)     |
| • Arts, entertainment & recreation  | 14 (1%)   | 30 (2%)   | 44 (1%)      |
| • Other service activities  | 207 (18%) | 311 (19%) | 518 (19%)    |
| • Unknown   | 1 (0%)    | 34 (2%)   | 35 (1%)      |
| <b>No of core grants paid</b>   | 400       | 714       | 1114 (36%)   |
| <b>No of grants paid with top up</b>  | 898       | 1105      | 2003 (64%)   |
| <b>Breakdown of top up allocated by 3 areas: advanced/higher, sector frameworks and national minimum wage*:</b> |           |           |              |
| • Apprenticeship is at advanced level   | 346       | 433       | 779          |
| • Apprenticeship is at higher level   | 2         | 11        | 13           |
| • Apprenticeship framework falls under engineering & manufacturing technologies                                 | 245       | 330       | 575          |
| • Apprenticeship framework falls under construction planning & the built environment                            | 402       | 244       | 446          |
| • Apprenticeship framework falls under information & communications technology                                  | 48        | 87        | 135          |
| • Apprenticeship framework falls under science & mathematics  | 2         | 0         | 2            |
| • Apprentice received the 'living wage' or national minimum wage relevant to their age                          | 304       | 407       | 711          |
| <b>No of businesses who received the grant from the LEP have had an apprentice in the past</b>                  | 157       | 595       | 752 (27.5%)  |
| <b>No of businesses receiving grant for whom it was their first apprentice</b>                                  | 967       | 1003      | 1970 (72.5%) |
| <b>No of providers supporting LEP AGE</b>   | 109       | 122       | n/a          |

\*matched more than one criteria

## GRANT ELIGIBILITY CRITERIA

The LEP Apprenticeship Grant for Employers (known as the AGE grant) provides a core grant of £1,200 per apprentice. An additional incentive payment (top up) of £800 per apprentice is available if the business meets the 'top up' criteria:

### Phase 1 & 2 grant criteria

#### Core

- Have had no apprentices before or none within the last 12 month period before the start date of the first apprentice through this scheme.

#### Top Up

- If a business offers the apprenticeship an Advanced or Higher Apprenticeship
- If a business is within one of the following LEP priority areas:
  - Construction, Planning and the Built Environment
  - Engineering and Manufacturing Technologies
  - Information and Communication Technology
  - Science and Mathematics
- If the business agrees to pay the apprentice the 'living wage' or as a minimum the 'national minimum wage' (which is above the national Apprenticeship wage)

### Phase 3 grant criteria

#### Core

- Have had no apprentices before or,
- Have offered apprenticeships for 16-24 year olds since September 2010, have benefitted from government (Skills Funding Agency) apprenticeship training funding and can evidence that the business has given a permanent contract of employment to at least one previous apprentice following the completion of their apprenticeship

#### Top Up

- If a business offers the apprenticeship an Advanced or Higher Apprenticeship
- If a business is within one of the following LEP priority areas:
  - Construction, Planning and the Built Environment
  - Engineering and Manufacturing Technologies
  - Information and Communication Technology
  - Science and Mathematics
- If the business agrees to pay the apprentice the 'living wage' or as a minimum the 'national minimum wage' (which is above the national Apprenticeship wage)

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**Director:** Sue Cooke, Executive  
Head of Economic Services  
**Author:** Sonya Midgley



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**Report to:** Employment and Skills Panel  
**Date:** 1 September 2017  
**Subject:** Great Education Connected to Business

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## **1 Purpose**

- 1.1 To update the Panel on the work to progress the priorities and actions in the “Great Education Connected to Businesses” priority of the Employment and Skills Plan.

## **2 Advisory Group Report**

- 2.1 The group met on 11 August, chaired by Karen Milner. Verbal updates were provided on the following activity:
- Enterprise Adviser programme
  - Opportunity Area
  - National Careers Service
  - Apprenticeship activity
- 2.2 The group were also joined and presentations were welcomed from two Enterprise Coordinators. The group invited Enterprise Coordinators to a future meeting to present the ‘enhanced model of delivery’ which will support at least 6,000 disadvantaged and vulnerable young people.
- 2.3 Labour Market Analysis headlines were presented and the group considered and agreed that the delivery of this strand of work is well aligned with the skills challenges.
- 2.2 The group reviewed the project performance “dashboard” and agreed that progress towards targets was on track.
- 2.3 The group discussed employer recruitment to schools business engagement activities and fed back that the ‘brokerage’ offer to employers is very strong, there is a willingness from employers to commit and agreed that it is important to build schools engagement into broader LEP and WYCA business-facing communications.

## **3 Enterprise in Education**

- 3.1 The **Enterprise Adviser Network (EAN)** is now working with 136 secondary schools in Leeds City Region, and 123 businesses. Project performance against a dashboard of

indicators was reported to the Advisory Group in August, with 4,509 new employer encounters created directly through the network between April and July 2017, of which 1,199 employer encounters were delivered to disadvantaged learners. The team has also signposted to partner activity, generating an additional 3,421 encounters.

- 3.2 Funding from Careers and Enterprise Company (CEC) to increase activity in the **Opportunity Area (OA)** of Bradford will be used to recruit an additional Enterprise Coordinator and a Lead Enterprise Coordinator. As well as delivering activity to improve social mobility in schools in Bradford, the Lead Coordinator will lead on the development of an enhanced delivery model targeted at disadvantaged learners across the City Region, and will manage the growing team of Enterprise Coordinators.
- 3.4 The Enterprise in Education team has been working closely with the Bradford Council's "Pathways" team to agree a joint action plan and to align roles and intelligence sharing to maximise the offer of support to schools and businesses.
- 3.5 In July 2017, the Secretary of State for Education, Justine Greening, announced national "cornerstone employers" - leading national and local businesses that have signed up to provide careers advice to young people in twelve Opportunity Areas. In Bradford they are: Adecco, Burberry, Mantra Media & PWC, with the commitment also backed by CBI and FSB.
- 3.6 Enterprise in Education activity in Bradford will include the following workstreams:
  - Work with current 'cornerstone employers' and identify further employers to act as Ambassadors for the EAN;
  - Undertake an annual diagnostic review of careers and enterprise education, and develop an action plan for every secondary school (36) and college (3) in Bradford for learners aged 11-18;
  - Develop and deliver enhanced offer to disadvantaged learners to ensure they have access to 4 or more employer encounters during their school career – 2 encounters within the first 12 months of delivery;
  - Pilot models to extend the delivery model to primary learners;
  - Continue to work closely with the Pathways team at Bradford Council and other key partners to connect the landscape in Bradford for schools and business;
  - Work with CEC to identify 'cold spots' in activity and influence additional funding through the soon to be announced CEC Investment Fund to ensure the right activity is commissioned.
- 3.7 The Department for Education will formally launch the Opportunity Area work on Friday 8 September in Bradford.
- 3.8 Dixons Academies has been announced as the Bradford Research School, following a competitive process. The Research school is funded to support evidence based research into barriers to attainment with schools in the Opportunity Area.

- 3.9 The publication of the long awaited national careers strategy was also announced by the Secretary of State and is expected in the Autumn.
- 3.10 The annual Y&H Skills show will be held 18 & 19 October at Elland Road. The event is expected to attract 4,500 visitors from the region's schools with an evening session from 4.30-6pm on Wednesday 18 October. For employers it is a good opportunity to meet young people and attract candidates for current and future vacancies as well as promote work experience and apprenticeships. If employers are interested in attending a VIP slot or receiving further communications to share with their staff who may wish to attend as parents, please contact [sonya.midgley@westyorks-ca.gov.uk](mailto:sonya.midgley@westyorks-ca.gov.uk). For further information about exhibiting at the event, please see <http://www.skillsyh.co.uk/>.
- 3.11 The HEFCE (Higher Education Funding Council for England) National Collaborative Outreach Programme (NCOP) aims to increase the number of young people from disadvantaged backgrounds in higher education. Locally, it is being delivered by Go Higher West Yorkshire, a consortium of 12 Higher Education Providers in West Yorkshire.
- 3.12 The Go Higher West Yorkshire NCOP is engaged with 32 schools across 27 ward areas across Bradford, Calderdale, Leeds and Wakefield. The Enterprise in Education team is working closely with the NCOP team to ensure that the offer is joined up for schools and learners.

#### **4 Careers campaign and #techgoals**

- 4.1 As previously reported, a careers campaign is being developed with the aims of:
- Simplifying and enriching messages about careers choices
  - Raising awareness and influencing opinions of key influencers about City Region's key sectors and its career opportunities
  - Addressing misconceptions about the North and instilling a sense of pride amongst young people that they are from and part of Leeds City Region
- 4.2 A consultation has recently been carried out with young people, teachers, employers, parents and partner organisations to test the aims, communication channels, language and terminology. The findings of this consultation will now be incorporated into the design and delivery of the careers campaign.
- 4.3 Consultation with young people found that they are 'heavy' users of social media and had a strong preference for an interactive, virtual and inclusive interaction with media material, and prefer the following communication routes:
- Social Media & Vlogs
  - Public Transport Advertising
  - Poster Pillars
  - Virtual Reality

- 4.4 The results found that stakeholders, and in particular young people and parents, often did not identify strongly with the City Region, their local City or 'the North'. This is will be reflected in the campaign by creating surprising and inspirational examples of the world of work in our region that links to the interests of key audiences.
- 4.5 In addition, we will continue to work in partnership with other organisations to address key gaps and enrich careers education, including:
- Joint delivery plan with National Careers Service developing Shape Your Future Resources;
  - Identify opportunities to host resources and information locally for schools and other organisations, for example through the FutureJobs ESIF funded activity which includes a workstream to create teaching and learning resources relating to the Construction, Digital and Advanced Manufacturing sectors, including assets for teachers and learners;
  - Test local digital solutions for a searchable provider database both for providers of careers and enterprise activity as well as apprenticeship providers;
  - Develop a best practice guide for future commissioning of employability activity.
- 4.6 The contract with Tech Partnership to deliver #techgoals will conclude in August 2017 with arrangements for the handover of assets and continued access to resources and digital badges being finalised.
- 4.7 The digital competition for schools closed in June, and final winners will be announced in September when schools return.

## **5 Recommendations**

- 5.1 The Panel is asked to:
- Note the update from the Advisory Group;
  - Note and support the progress of activity against the "Great Education Connected to Businesses" priority.

**Director:** Sue Cooke, Executive  
Head of Economic Services  
**Author:** Emma Longbottom



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**Report to:** Employment and Skills Panel

**Date:** 1 September 2017

**Subject:** Building Workforce Skills and Attracting Talent

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## **1 Purpose**

- 1.1 The purpose of this report is to consult the Panel on the work to progress the priorities and actions in the “Building Workforce Skills and Attracting Talent” priority of the Employment and Skills Plan.

## **2 Advisory Group Report**

- 2.1 The group met on 4 August. Verbal updates were provided on the following activity:
- Skills Service
  - Sector activity
  - Labour market information
  - Apprenticeships support for businesses
- 2.2 The group welcomed the support being given to businesses to make the most of apprenticeships in the context of the national reforms and levy but felt that some providers’ inflexible model of course delivery remained a barrier to many businesses engaging with apprenticeships. In particular, some providers still only allowed apprentices to commence their course in September which doesn’t always meet business needs.
- 2.3 The group requested that the findings of the Skills Service evaluation should be discussed at their next meeting, and any learning used to inform future programmes.
- 2.4 The presentation on labour market information was well received and the group felt that it demonstrated a clear rationale for the activities they are overseeing. They were keen to see other data when it became available, particularly data on skills shortage vacancies (available early 2018) and primary research regarding the impact of Brexit in Leeds City Region. The group will consider whether further action is required in the context of this information.

## **3 LEP Skills Service**

3.1 The Skills Service closed for new grant applications on 31 March 2017. All training was to be completed by 30 June 2017 and final payments to business will be processed by 29 September 2017.

3.2 As of 31 July 2017:

- 3742 enquiries received
- 2096 skills assessments have been completed
- 1663 approved applications
- 10339 people have been upskilled
- 3.93m grants have been approved

3.3 An overview of the approved grants is shown below:

Total number of grants approved by area

| District   | Cumulative number of grants approved | %           | Cumulative value of grants approved | %           |
|------------|--------------------------------------|-------------|-------------------------------------|-------------|
| Barnsley   | 83                                   | 5%          | £182,280.83                         | 5%          |
| Bradford   | 189                                  | 11%         | £431,134.67                         | 11%         |
| Calderdale | 74                                   | 4%          | £152,270.28                         | 4%          |
| Craven     | 24                                   | 1%          | £44,190.67                          | 1%          |
| Harrogate  | 127                                  | 8%          | £310,756.30                         | 8%          |
| Kirklees   | 217                                  | 13%         | £510,149.87                         | 13%         |
| Leeds      | 577                                  | 35%         | £1,378,574.03                       | 35%         |
| Selby      | 22                                   | 1%          | £88,137.90                          | 2%          |
| Wakefield  | 206                                  | 12%         | £432,584.49                         | 11%         |
| York       | 144                                  | 9%          | £402,624.66                         | 10%         |
|            | <b>1663</b>                          | <b>100%</b> | <b>£3,933,243.70</b>                | <b>100%</b> |

Total number of grants approved by sector

| Sector                      | Cumulative number of grants approved | %           | Cumulative value of grants approved | %           |
|-----------------------------|--------------------------------------|-------------|-------------------------------------|-------------|
| Construction and Low Carbon | 228                                  | 14%         | £512,265.51                         | 13%         |
| Creative & Digital          | 338                                  | 20%         | £819,704.64                         | 21%         |
| Finance & Business          | 468                                  | 28%         | £1,015,664.00                       | 26%         |
| Hospitality & Tourism       | 66                                   | 4%          | £145,248.06                         | 4%          |
| Manufacturing & Engineering | 492                                  | 30%         | £1,327,924.82                       | 34%         |
| Medical Technology          | 32                                   | 2%          | £53,894.67                          | 1%          |
| Transport & Logistics       | 39                                   | 2%          | £58,542.00                          | 1%          |
|                             | <b>1663</b>                          | <b>100%</b> | <b>£3,933,243.70</b>                | <b>100%</b> |

3.4 A number of businesses who had grants allocated to them have chosen not to complete the training or less individuals have completed the training that initially planned, therefore the final figures may be lower than currently reported.

3.5 The West Yorkshire Consortium of Colleges has submitted a Full Application to deliver the continuation of the Skills Service, which will be funded through European Social Fund until 2020. News of the outcome of this application is still awaited.

- 3.6 In the interim the Skills Service Advisors have been maintaining the Skills Service brand and providing a comprehensive training and skills planning service to support businesses to identify skills gaps and skills development needs linked to business growth objectives, including apprenticeship support.
- 3.7 The following outcomes have been achieved during this interim period:
- 210 businesses engaged
  - 162 training plans completed
  - 68 skills diagnostics completed
  - 52 referrals to other LEP services
- 3.8 An evaluation of the Skills Service is currently being undertaken, focusing on the impact of the support provided on businesses' behaviour, productivity and growth as well as the economic impact. The final report will include a range of case studies which will detail how the training support provided has influenced business and individuals' practice and development.

## **4 Sector Skills**

- 4.1 At its meeting in June 2017, the Panel discussed and endorsed the proposed approach to addressing acute sector skills shortages:
- Digital skills
  - Infrastructure and Construction
  - Manufacturing and Engineering
- 4.2 Progress and updates against the agreed activities includes:
- Meetings have taken place with businesses in key sectors to help inform the development of solutions.
  - To support the promotion of Digital careers in the region a Business Development and Marketing Officer (Digital Skills) is currently being recruited. Once in post this role will launch a national promotional campaign and secure employer sponsorship to continue and further develop the campaign.
  - An Outline Application has been submitted for European Social Funds, if successful this funding will be used to provide support for people to re-skill and access careers in skills shortage areas, particularly through a digital bursary scheme.
  - In addition the ESF funds would be used to develop a scheme to support women to the Engineering and Manufacturing sector.
  - Employment and Skills clauses have been included in the invitation to tender to be part of the Consultancy framework for the West Yorkshire Transport Fund, in order to maximise the local employment outcomes generated by the scheme.
  - Working with Local Authority officers, an Employment Brokerage model has been developed to support successful tenderers to meet their employment and skills

requirements, and to support positive outcomes (eg schools engagement, apprenticeships, jobs for people previously unemployed) to be generated by major schemes. This approach will be piloted when the West Yorkshire Transport Fund contracts are in place, and adapted if required before being fully rolled out and widely promoted.

- Funding has been secured from Government to develop a Leeds City Region HS2 Growth Strategy. Arup are working with colleagues at Leeds City Council to engage and consult with partners on the content of the strategy, which will include a range of suggested intervention to support local people to engage with HS2. The draft strategy will be submitted to Government in Autumn 2017.

## **5 Recommendations**

### **5.1 The Panel is asked to:**

- Note the update from the Advisory Group;
- Note and comment on the progress of activity against the “Building Workforce Skills and Attracting Talent” priority.

**Director:** Sue Cooke, Executive Head of Economic Services  
**Author:** Michelle Burton, Dixie Potter



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**Report to:** Employment and Skills Panel  
**Date:** 1 September 2017  
**Subject:** Employability, Accessing Jobs and Realising Potential

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## **1 Purpose**

1.1 The purpose of this report is to:

- Consult the Panel on the work to progress the priorities and actions in the “Employability, Accessing Jobs and Realising Potential” priority of the Employment and Skills Plan;
- Seek Panel endorsement for the proposed approach to carry out a small pilot regarding ‘social prescribing’, focussing on over 50’s.

## **2 Advisory Group Report**

2.1 The meeting of the advisory group scheduled for August was cancelled as the majority of members were unavailable.

2.2 At its next meeting, the group will receive more information on Jobcentre Plus’s new Personal Support Package and will consider the implications of the 2017/18 labour market analysis for this priority area.

## **3 Work and Health Pilot**

3.1 At its meeting in May 2017, the advisory group recommended that the final phase of the Headstart project should focus on piloting activity to support individuals aged 50 or over experiencing mental health issues to remain in work. This group has been identified as experiencing particular barriers to accessing and remaining in employment. The outcome of this pilot would be shared with stakeholders to inform the direction of employment policy development in Leeds City Region.

3.2 An exercise has been carried out to identify areas where a pilot could be carried out and a number of options have been considered. The recommended approach is to work with City of York Council to pilot a “50+ social prescribing service”, working with GPs, individuals and businesses to find the best way to remain in work, using both clinical and non-clinical intervention. Delivery will be via a Learning and Work Assessor within the GP surgery, enabling GPs to refer at the time of need. The aim of

the project is to test the approach and assess whether it does enable individuals to remain in work and save GP time and resource.

- 3.3 A partnership with City of York Council is recommended because existing relationships have already been established with a GP surgery ensuring a smooth transition, a project management team is in place within the Council to deliver the pilot project, and there isn't any activity currently taking place so additionality can be demonstrated.

#### **4 In-Work Progression**

- 4.1 The LEP published a report in July 2017 exploring approaches to progression from low pay. The report is available to view here <http://www.the-lep.com/LEP/media/New/Enterprise%20Advisers/Report-Progression-from-low-pay-in-Leeds-City-Region.pdf> and shows that a sector-based approach to support could help to address in-work poverty in the City Region. The report concluded that a sector-based approach provided a logical and tailored point of entry through which to support businesses to improve staff progression and, in turn, address low pay and in-work poverty.
- 4.2 At the annual LCR Skills Network conference, a £2m European Social Funded project "More Skills, Better Jobs" was launched. This project will be delivered by the West Yorkshire Consortium of Colleges with the aim of tackling in-work poverty through skills development. The project will pilot approaches to in-work progression and will implement sectoral approaches, targeting individuals who don't traditionally engage with training as well as engaging with employers directly.

#### **5 Recommendations**

- 5.1 The Panel is asked to note the update on in-work progression and Headstart, and to give their views on the proposed approach to piloting 'social prescribing', focussing on over 50's.