



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

SKILLS & EMPLOYMENT COMMITTEE

Date: Monday, 05 June 2023

Democratic Services

Edwina Adefehinti
Interim Chief Officer Legal and Governance
Monitoring Officer

10:00 AM

72 Market Street
Ely
Cambridgeshire
CB7 4LS

**Civic Suite, Pathfinder House, St Mary's Street, Huntingdon
PE9 3TN**

AGENDA

Open to Public and Press

1 Apologies for Absence and Declarations of Interest

At this point members must declare whether they have a disclosable pecuniary interest, or other interest, in any items on the agenda, unless it is already entered in the register of members' interests.

2 Election of Vice-Chair

To elect a Vice-Chair of the Committee

3 Skills Committee Minutes - 23 March 2023

1 - 13

4 Public Questions

Arrangements for asking a public question can be viewed here
- [Public Questions - Cambridgeshire & Peterborough Combined Authority \(cambridgeshirepeterborough-ca.gov.uk\)](https://www.cambridgeshirepeterborough-ca.gov.uk)

5	Contract Awards to Independent Training Providers for 2023-24	14 - 18
6	Health and Care Sector Work Academy – End of Contract Performance Review	19 - 22
7	Combined Authority Governance Arrangements	23 - 33
8	Cambridgeshire and Peterborough Local Skills Improvement Plan Update	34 - 40
9	Appendix 1 to be circulated separately to Members. Proposals for External Funding	41 - 45
10	Employment and Skills Board Update	46 - 47
11	Budget and Performance Report	48 - 51
12	Skills & Employment Committee Agenda Plan	52 - 58
13	Date of next meeting: Monday, 3 July at 10.00am	

COVID-19

The legal provision for virtual meetings no longer exists and meetings of the Combined Authority therefore take place physically and are open to the public. Public access to meetings is managed in accordance with current COVID-19 regulations and therefore if you wish to attend a meeting of the Combined Authority, please contact the Committee Clerk who will be able to advise you further.

The Skills & Employment Committee comprises the following members:

For more information about this meeting, including access arrangements and facilities for people with disabilities, please contact

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**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Skills Committee

Meeting: Monday 6 March 2023

Venue: Civic Suite, Pathfinder House, St Mary's Street, Huntingdon

Time: 10.00 am - 12.00 pm

Present:

Cllr Lucy Nethsingha - Chair and Member for Cambridgeshire County Council
Cllr Lis Every - East Cambridgeshire District Council
Cllr Lynne Ayres - Peterborough City Council
Cllr Sam Carling - Cambridge City Council
Cllr Peter McDonald - South Cambridgeshire District Council
Cllr Chris Seaton - Fenland District Council
Cllr Sam Wakeford - Huntingdonshire District Council

Part 1 - Governance Items

114. Apologies for Absence and Declarations of Interest and Announcements

Apologies received from Councillor Natalie Warren-Green, substituted by Councillor Peter McDonald. No declarations of interest were made.

115. Minutes of the Skills Committee meeting on 9 January 2023 and Action Log

The minutes of the meeting on 9 January 2023 were approved as an accurate record.

The action log was noted.

116. Public Questions

Questions from the Overview and Scrutiny Committee were taken at the relevant items on the agenda.

Part 2 – Recommendations to Combined Authority Board

117. Adult Education Budget - Grant Funding Allocations and Policy Changes for 23-24 Academic Year

The committee received a report on the grant funding allocations and policy changes for the Adult Education Budget for the 2023-24 and 2024/25 academic years.

The committee received two questions from the Overview and Scrutiny Committee on this report. The written responses were read out and can be found at appendix 1 of the minutes.

In particular, the presenting officer highlighted:

- The report sought approvals and delegations to allocate funding from the devolved adult education budget for 2023-24 and 2024/25 academic years.
- Used the umbrella term ‘learning organisations’ to describe further education colleges, local authority adult education services and training providers.
- A separate report for the allocation of funding for the independent and third sector training providers was scheduled on the forward plan for committee for June 2023.
- Funding allocations are set out in appendix a of the report and equated to £10.3 million out of a £15 million available budget.
- Members are being asked to approve two years of funding to provide continuity and stability for providers.
- Members need to be cognisant of wider national top-down changes being implemented by the Department for Education (DfE) as part of the funding and accountability reforms as part of the Skills Act 2022
- The introduction of ‘banded’ funding rates in 2024-25 and this was expected to increase funding overall to learning organisations and incentivise delivery of courses in key sectors.
- Members were requested to approve the additional local flexibilities in relation to policy changes set out in section 2.6 of the report.
- Inflationary pressures had seen some Combined Authorities implement a blanket 10% increase to funding rates. Analysis had been carried out to look at whether Cambridgeshire and Peterborough could offer a similar blanket increase of funding rates. Given the flat devolved settlement of £12m per year, it was concluded that this would not be affordable, unless we accept a reduction in the participation of residents in learning.

- It was therefore proposed to provide some targeted local support, set out in appendix c of the report.
- Proposed that committee approve an increase to the top slice from 3.4% to 5% which would help to improve the quality of service the CA was able to provide to support providers.

Discussing the report members:

- Welcomed the proposed two-year settlement for funding and the doubling of the disadvantage uplift funding, particularly for Fenland and Peterborough.
- Requested case studies to show what was happening in practice and what the resources had delivered. Officers explained that case studies had been compiled and published on the website and some had been put forward for LGA reports. Officers agreed to compile the case studies into one publication. **ACTION.**
- Commented on the increase of the top slice to 5% and queried why it was required. Officers stated that there had been a doubling of the number of learning organisations the CA had contracted. There were increased expectations on assuring that learning organisations were compliant, providing a quality service to all stakeholders and meeting the increased regulatory requirements of funders. It was recognised the CA skills team had been under resourced for a while, despite having a wider remit. As part of the wider improvement work across the CA this would build on the expertise and higher expectations of stakeholders. Officers had researched the structures of other Combined Authorities and their top slices in order to bench-mark. It was problematic to make direct comparisons by percentage, as could not be compared due to differing amounts of funding.
- Questioned Table two in the report on subject areas and how the areas were spread through the various colleges and providers. Members stated they were interested in the breakdown of the data. Officers agreed to provide the data requested. **ACTION**
- Queried if there would be any future support from the CA in the area of green construction following the unsuccessful Levelling Up Fund (LUF) bid for a green construction centre in Wisbech. The Interim Associate Skills Director stated that there were ongoing conversations as it was recognised that there was still a need in this area but at present there was no solution identified to meet the funding gap.
- Expressed concern that take up of courses on the ground might not be as expected and there was a need to increase engagement, particularly in East Cambridgeshire. Officers stated that the CA were working with residents to ensure that they understood and had access to courses and more work was being done to cascade the offer and increase outreach and communication activities. Officers explained that the Multiply bus was a good example of the

current outreach work and that this programme was at its early stages of development.

- Requested that the CA continued to work on transport issues as they were key to ensuring take up of qualifications.
- Queried what lessons had been learnt in terms of the underspend to ensure it was not repeated. Officers explained that capacity was essential hence an increase in the number of learning organisations delivering locally coupled with more engagement of learners and employers and increased capacity in the CA to administer the programmes to the required standards would make the greatest difference.

It was resolved unanimously to:

- a) Recommend the Combined Authority Board, approve the Adult Education Budget and Free Courses for Jobs funding allocations to Learning Organisations for the 2023/24 and 2024/25 academic years as set out in Appendix A to this report.
- b) Recommend the Combined Authority Board approve the Multiply funding allocations to Learning Organisations for the 2023/24 and 2024/25 financial years as set out in Appendix A to this report.
- c) Recommend the Combined Authority Board delegate authority to the Interim Associate Director for Skills in consultation with Chief Finance Officer and Monitoring Officer to sign Grant Funding Agreements with the Learning Organisations set out in Appendix A to this report for the 2023/24 and 2024/25 academic years in respect of the Adult Education Budget and Free Courses for Jobs and the financial years 2023/24 and 2024/25 for Multiply.
- d) Recommend the Combined Authority Board Delegate authority to the Interim Associate Director for Skills to vary grant funding agreements based on performance by up to 25 per cent of the value in 2023/24 and 2024/24 for AEB, FCFJ and Multiply.
- e) Recommend the Combined Authority Board approve the proposed devolved funding policy changes set out in Appendix C this report, for the 2023/24 academic year to increase funding for learning organisations and implements the national changes for 2024/25, as set out in Appendix B.
- f) Recommend the Combined Authority Board approve the increase to the AEB top slice from 3.4% to 5%.

118. Careers Hub allocations and future plans

The committee considered a report on the Careers Hub allocations and future plans.

In particular, the presenting officer highlighted:

- Funding from the Careers and Enterprise Company (CEC) for the Careers Hub was allocated on an annual basis. The Combined Authority anticipate notification of this funding in Q2 of 2023 for the 2023/24 academic year and sought permission to accept and allocate the funding. Whilst a funding value had not yet been confirmed, it was expected to be approximately £292,000.
- The report summarised the funding implications of the delivery of the Careers Hub and succession plans following the anticipated ending of the Growth Works contract from December 2023 and the requirement to access the Skills Rapid Response Fund.
- It was anticipated that there would be an opportunity for additional funding from CEC outside of core funding.

The Interim Associate Skills Director stated that the Combined Authority had not yet received the money but there was not another committee scheduled until June 2023.

Discussing the report members:

- Queried whether the introduction of the opportunity for primary schools to be enabled to be involved in the careers programme would mean that more primary schools could be involved in the scheme. Officers explained that the core funding sat outside primary school education as it was for secondary provision and further education. In terms of additional funding, officers did not have sight of what additional funded projects would be enabled for the next academic year. However anything that could be tendered in for, in relation to primary, the Combined Authority would be bidding for. Officers explained that being part of the trail blazer had allowed for insight to any potential future funding. The Interim Associate Skills Director stated that when the Combined Authority agreed to be part of the trail blazer they had stated that as part of the agreement there would be discussions with CEC as to the funding needing to be longer term. A Member commented on East Cambridgeshire there had been a really positive impact from the scheme and it had been very successful.

It was resolved unanimously to:

- a) note the anticipated Careers and Enterprise Company (CEC) grant funding for the academic year of 2023/24.

And recommend to the Combined Authority Board:

- b) To accept the grant funding offer on the notification of funding from the Careers and Enterprise Company for the continuation of the Careers Hub. Grant funding is expected to be in the sum of approx. £292,000 for the financial year 2023/2024.

- c) To accept future grant funding that is awarded by the Careers and Enterprise Company (CEC) in addition to core funding, up to the value of £95,000 for projects aligned to strategic priorities.
- d) To allocate 5 months of CEC funding to part fund the 4 FTE roles within the Growth Works service for the period of Aug - Dec 2023.
- e) To allocate £112,000 of Corporate Rapid Response Funding as match funding for the period of January to August 2024 as Growth Works funding ceases and the start of UK Shared Prosperity Funding.
- f) To delegate authority to the Interim Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to enter into contracts and grant funding agreements.

119. UK Shared Prosperity Fund Skills Strategic Projects

The committee considered a report that gave an update on the UK-Shared Prosperity Fund (SPF) and progress to January 2023.

The committee received three questions from the Overview and Scrutiny Committee on this report. The written responses were read out and can be found at appendix 1 of the minutes.

In particular, the presenting officer highlighted:

- The Skills element of the SPF funding would come in during 2024-25.
- The rest of the projects would be delivered from this financial year onwards.
- Sought approval from the CA Board for the approval of the implementation plan.
- Increase in the administration fee for four districts to cover the administration of the Rural England Prosperity Fund. The CA was still awaiting approval of this fund.
- Sought delegated authority to support minor changes that might occur during the lifetime of the plan.
- Sought delegated authority to enter into grant funding agreements with the districts; 36 projects in the districts and three skills projects that would be delivered in the last year of the SPF that the CA Skills team were working on.

Discussing the report members:

- Welcomed the work with districts and sought further information on when the rural fund confirmation might be. Officers stated that they had no indication on when this might be received.

- Highlighted that Peterborough was not a district and that they had been called a County Council within the report. It was clarified that Peterborough was a Unitary authority.

It was resolved unanimously to recommend to the Combined Authority Board to:

- a) Approve the UK-SPF Implementation Plan.
- b) Delegate authority to the Executive Director for Economy & Growth to approve in consultation with local authority partners, the Chief Finance Officer & Monitoring Officer the changes set out at 3.3.
- c) Delegate authority to Executive Director for Economy & Growth to approve in consultation with local authority partners, the Chief Finance Officer & Monitoring Officer for Minor Changes as set out in Appendix 1a and supported by the DLUHC Guidance included in the Appendix 1b.
- d) Delegate authority to Executive Director for Economy & Growth to approve in consultation with the Chief Finance Officer & Monitoring Officer to enter into Grant Funding Agreements associated with the projects set out in the Implementation Plan.

120. Finance and Performance Report

The committee considered a report that gave an update of the forecast outturn position for 2022/23 and to provide analysis against the 2022/23 budgets, up to the period ending January 2023. The report also provides a performance update on Skills projects and a trajectory of expected performance against devolution deal objectives.

In particular, the presenting officer highlighted:

- The key variances in budget set out in section 3.6 of the report.
- The recommendation to the Combined Authority that it agree the merging of the budget for AEB Innovation Fund – Revenue, AEB Provider Capacity Building and AEB Strategic Partnership Development to facilitate the improvement of the project management's control.

Discussing the report members:

- Queried whether once the outstanding claims from the DfE in relation to skills boot camps had been dealt with, if officers would know what the likely variance would be. The Associate Skills Director stated that in terms of the digital skills bootcamps the CA would be returning quite a significant amount of money, however in terms of the number of learners recruited, the programme was less than 200 learners short. As the bootcamps were new some providers were not able to collect all of the evidence required in order

that the CA could pay them. The Chair sought clarity on if this meant that some providers would not receive funding as they were unable to fill out the right forms at the right time, and therefore would it be even more difficult to encourage providers to take part in the programme in the future. The Interim Associate Skills Director stated that this in particular related to one provider that delivered a lot in the first wave but they had contracted with the Combined Authority to deliver on Wave three.

- Highlighted that the CA had received a confirmation in relation to the Health and Care Sector Work Academy that learners could start right up until the end of the contract (31st March 2023) and that courses would be funded to completion. The Interim Associate Skills Director stated that the report deadline was prior to the confirmation from the DWP. Members stated that there were lessons to be learnt in terms of attracting applicants, and that recently social media had been very successful in attracting applicants.
- Queried whether there was a more robust way that the committee could feedback to the DfE in relation to the benefits of multi-year contracts. The Chair requested that the committee ask the skills and finance teams to look at three areas were there had been under delivery, Wave 3 Bootcamps, Digital Skills Bootcamp and the Health and Sector Work Academy and ask for a deep dive into these projects to see what had gone wrong, what had worked well and any lessons for the future. This would then also allow to feedback to central government. **ACTION.** The Interim Associate Skills Director stated that there was an external review of the Health and Care Sector Work Academy by HATCH Regneris and that it would be worth waiting for this review so that it could feed into the deep dive.
- Questioned why the multiply programme had a red RAG status. The Interim Associate Skills Director stated that they had to provide the first return to the DfE before Christmas and at that point the programme was behind profile. She reassured the committee that since then there had been significant activity in the programme.

It was resolved unanimously to:

- a) Note the year-to-date outturn position against budget.
- b) Recommend to the Combined Authority Board to approve to merge the three budget lines as set out below:
 - 1) AEB Innovation Fund – Revenue;
 - 2) AEB Provider Capacity Building; and
 - 3) AEB Strategic Partnership Development

Part 3 - Delivery

121. Growth Works - Management Update Q8 - Annual Reporting Jan to Dec 2022 (Skills Committee)

The committee received a report that gave an update on the Growth Works year two Annual Programme Review and Programme performance data to Quarter 8 (year two) covering the period to December 2023. The Chair explained that the report contained an appendix two which was exempt from publication and explained that the committee would need to go into exempt session if they wished to discuss it.

The Committee received a question from the Overview and Scrutiny Committee on this report. The written responses were read out and can be found at appendix 1 of the minutes.

In particular, the presenting officer highlighted:

- Year two ahead of target on committed jobs due to capacity of the growth coaching service.
- The Inward Investment service also exceeded annual targets on new pipeline companies.
- Continued concerns with Growth Works With Skills. The skills team had appointed a new programme manager to work with the growth works team and they were now on a performance improvement plan.

Discussing the report members:

- The Interim Associate Skills Director stated that the Business Board had Commissioned a review into the Growth Works contract. The Terms of Reference would be shared with committee members. **ACTION**
- Highlighted that one of the long running challenges across economic development teams in the districts was around access to data and queried whether there was any ongoing work through the CRM hubspot to address this. The Interim Associate Skills Director stated that she understood that there was a draft report by district that had been developed but that she had not seen the template and would update the committee on when this might be available. **ACTION**
- Expressed concern about the under delivery of apprenticeships and how it could be claimed that performance would improve in the next financial year. The Interim Associate Skills Director stated that she was concerned with performance and that Growth Works With Skills were being tightly contract managed. She explained that they were looking at what the successor to Growth Works With Skills would be.

- Highlighted the inequalities across different districts compared to other areas in relation to support and would like to know why this was. The Interim Associate Skills Director stated that due to the priority areas in Peterborough and Fenland there was different weighting on how different programmes were assessed. She explained that she would need to review with growth works officers and come back to the committee with further information. **ACTION**
- Queried where the additional support of a programme manager had come from. The Associate Skills Director stated that the support was coming from within the existing skills team.
- The Chair stated that there had been a broad level of concern for a while in relation to Growth Works and requested a workshop for the committee to look at growth works more broadly before the next committee meeting in June. **ACTION**

It was resolved to:

- a) Note the Growth Works Programme Year Two Review and Performance Data to Q8 (16 December 2022).

122. A Summary of the Employment and Skills Board Meeting 21 Feb 2023

The committee received a report that provided a summary of the recent meeting of the Cambridgeshire & Peterborough Combined Authority Employment and Skills Board (ESB), which includes the role of the Combined Authority's Skills Advisory Panel (SAP).

Discussing the report:

- The Chair stated that the CA Board was reviewing governance and the way committees work and how the skills committee works with the business board.

It was resolved to:

- a) Note the paper which provides an overview of the recent Employment and Skills Board held on 21 February 2023.

123. Skills Committee Agenda Plan

It was resolved to note the agenda plan.

124. Exclusion of the Press and Public

It was resolved unanimously to exclude the press and public from the meeting in order to discuss appendix 2 of item 3.1 of the agenda.

Agenda Item 1.2	Appendix
Minutes and Action Log	1

The action log records actions recorded in the minutes of Skills and Employment Committee meetings and provides an update on officer response.

Minutes of the meeting on 5 September 2022					
Minute	Report Title	Lead Officer	Action	Response	Status
79.a	Adult Education Budget: Contract Awards to Independent Training Providers and proposals for further commissioning	Parminder Singh Garcha	The geographical targeted mapping work of provision would be shared with the Committee when available	On-boarding of the 17 new ITPs across AEB and Multiply is currently underway. Mapping of the geographic focus of each provider will be shared once the on-boarding process has concluded. Some of the providers are establishing new premises and/or delivery sites across the sub-region. This information will be shared as it becomes available.	In progress

Minutes of the meeting on 9 January 2023					
Minute	Report Title	Lead Officer	Action	Response	Status
105.a	The University of Peterborough Phase 3 Living Lab, Full Business Case	Rachael Holliday	Requested information on how the university would be marketed through schools over the next 12 months. Officers explained that they would liaise with ARU Peterborough colleagues and feedback to members.	Information to be circulated W/C 06.02.23	In progress
107.c	Adult Education Budget Annual Return 2021/22	Parminder Singh Garcha	Queried whether the Skills Brokerage Service tool had been successful. Officers agreed to feedback on the progress with the tool and the number of hits and conversions.	The data has been requested from Growth Works for Skills.	In progress
109.a	Mid -year Performance Review of Skills funded provision 2022-23	Fliss Miller	Highlighted that table B on page 180 of the papers was not broken down by district and requested this information be circulated to members.	To be circulated	In progress

Minutes of the meeting on 6 March 2023

Minute	Report Title	Lead Officer	Action	Response	Status
117.a	Adult Education Budget - Grant Funding Allocations and Policy Changes for 23-24 Academic Year	Parminder Singh Garcha	Requested case studies to show what was happening in practice and what the resources had delivered. Officers explained that case studies had been compiled and published on the website and some had been put forward for LGA reports. Officers agreed to compile the case studies into one publication		In progress
117.b	Adult Education Budget - Grant Funding Allocations and Policy Changes for 23-24 Academic Year	Parminder Singh Garcha	Questioned Table two in the report on subject areas and how the areas were spread through the various colleges and providers. Members stated they were interested in the breakdown of the data. Officers agreed to provide the data requested.		In progress
120.	Finance and Performance Report	Fliss Miller	Queried whether there was a more robust way that the committee could feedback to the DfE in relation to the benefits of multi-year contracts. The Chair requested that the committee ask the skills and finance teams to look at three areas were there had been under delivery, Wave 3 Bootcamps, Digital Skills Bootcamp and the Health and Sector Work Academy and ask for a deep dive into these projects to see what had gone wrong, what had worked well and any lessons for the future. This would then also allow to feedback to central government.		In progress
121.a	Growth Works - Management Update Q8 - Annual Reporting Jan to Dec 2022 (Skills Committee)	Fliss Miller	The Interim Associate Skills Director stated that the Business Board had Commissioned a review into the Growth Works contract. The Terms of Reference would be shared with committee members.		In progress

Minutes of the meeting on 6 March 2023

Minute	Report Title	Lead Officer	Action	Response	Status
121.b	Growth Works - Management Update Q8 - Annual Reporting Jan to Dec 2022 (Skills Committee)	Fliss Miller	Highlighted that one of the long running challenges across economic development teams in the districts was around access to data and queried whether there was any ongoing work through the CRM hub-spot to address this. The Interim Associate Skills Director stated that she understood that there was a draft report by district that had been developed but that she had not seen the template and would update the committee on when this might be available		In progress
121.c	Growth Works - Management Update Q8 - Annual Reporting Jan to Dec 2022 (Skills Committee)	Fliss Miller	Highlighted the inequalities across different districts compared to other areas in relation to support and would like to know why this was. The Interim Associate Skills Director stated that due to the priority areas in Peterborough and Fenland there was different weighting on how different programmes were assessed. She explained that she would need to review with growth works officers and come back to the committee with further information		In progress
121.d	Growth Works - Management Update Q8 - Annual Reporting Jan to Dec 2022 (Skills Committee)	Fliss Miller	The Chair stated that there had been a broad level of concern for a while in relation to Growth Works and requested a workshop for the committee to look at growth works more broadly before the next committee meeting in June.		In progress



Skills & Employment Committee		Agenda Item
5 June 2023		5
Title:	Contract Awards to Independent Training Providers for 2023/24	
Report of:	Parminder Singh Garcha & Melissa Gresswell	
Lead Member:	Cllr Lucy Nethsingha	
Public Report:	Yes	
Key Decision:	Yes KD2023/004	
Voting Arrangements:	Choose from the following: A A simple majority of voting Members	

Recommendations:	
A	Recommend the Combined Authority Board approve contract awards for the Adult Education Budget, Free Courses for Jobs and Multiply to Independent Training Providers for the 2023/24 academic year.
B	Recommend that the Combined Authority Board delegates authority to the Assistant Director - Skills in consultation with the Chief Finance Officer and Monitoring Officer, to enter and sign contracts for services with the Independent Training Providers set out in this report and make in-year adjustments to contract values based on performance.
C	To note the contract awards for Skills Bootcamps for the 2023/24 financial year.
D	Recommend the Combined Authority Board allocates £1m of recycled funds from the AEB Reserve Fund to be released for the additional commissioning of Free Courses for Jobs (Level 3).

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
✓	Achieving ambitious skills and employment opportunities
✓	Achieving good growth
	Increased connectivity
✓	Enabling resilient communities

1. Purpose	
1.1	As a key decision, this report requests that the Skills and Employment Committee recommend to the Combined Authority Board, approval, and delegations for funding allocations to Independent Training Providers (ITPs) and therefore it: <ul style="list-style-type: none"> seeks authority and delegations to the Assistant Director of Skills to enter and sign contracts for services with the ITPs set out in Table A for AEB, Free Courses for Jobs

	<p>and Multiply and authority to make in-year adjustments to contract values based on performance.</p> <ul style="list-style-type: none"> • allocates c£3m from the Adult Education Budget and c£0.25m Free Courses for Jobs from the 2023/24 MTFP, to ITPs for the academic year 2023-24 inclusive. • Allocates c£480K from Multiply for the academic year 2023-24 from the Combined Authority's allocation as set out in Table A. • seeks authority and delegations to the Assistant Director of Skills to enter and sign contracts for services with the ITPs set out in Table A.
1.2	This report also updates members on contract awards to ITPs for Wave 4 of Skills Bootcamps for the 2023-24 financial year as set out in Table B.
1.3	Members are requested to approve the additional procurement round to be launched over the summer to commission further level 3 courses and recommend that the Board approve c£1m to be allocated from the AEB Reserve for this procurement. This will be added into the AEB Budget line once procurement has been completed.

2. Proposal

2.1	<p>Independent Training Providers (ITPs) in the private and third sector are procured by the Combined Authority for the devolved Adult Education Budget (AEB), Free Courses for Jobs (FCFJ) and Multiply funding streams. The policy objective to contract with ITPs in addition to local colleges and local authority adult education services, is to:</p> <ul style="list-style-type: none"> • broaden the local skills provider landscape to provide choice to citizens and businesses • increase capacity to reach more learners and support more businesses with their workforce skills needs • commission additional level 3 courses to ensure delivery of the targets within the Employment and Skills Strategy Implementation Plan to double the number of level 3 enrolments in 2023-24, to 1,600 starts.
2.2	<p>Consultation and Involvement</p> <p>ITPs have been consulted on their proposed funding allocations and officers have been in regular discussion with them with regards to their plans for delivery for 2023/24. ITPs are also invited to the Skills Provider Forum, where key messages are cascaded, and they feel part of the collaborative process.</p> <p>For most ITPs, the allocations for AEB and FCFJ for 2023/24 have been adjusted from the 2022/23 allocations, due to under-delivery. This is partly due to the delays in mobilisation of contracts in September 2022 and some providers reporting a difficult operating environment.</p> <p>Economic Development Officers, who lead on Skills in our constituent councils are kept informed of the providers operating within their area. They are invited to serve as a two-way conduit via the Combined Authority and our commissioned providers, to sign-post to employers and/or residents as required. In addition, to highlight gaps in provision to the Combined Authority so that Learning Organisations can be directed to respond to local need.</p>
2.3	<p>Building Local Capacity</p> <p>Contract awards for two additional providers have been included in the allocations for 2023/24. Peterborough Skills Academy and the College of Animal Welfare (based in Godmanchester) are both locally based organisations with their head-office within the sub-region. A direct contract award is proposed in support of our strategy to build capacity in our local provider base over the coming years.</p>

ITP Allocations

Table A sets out the funding allocations being made to ITPs that members are requested to approve, so that contracts may be issued in time for the 2023/24 academic year. Contracts run for the academic year 1 August 2023 – 31 July 2024. Contracts are renewed on an annual basis, based on performance, with the Commissioning Cycle running for a further three academic years: 2024/25, 2025/26 and 2026/27.

UKPRN	Table A: ITP Allocations	Allocation AEB & FCFJ	of which AEB	of which FCFJ	Multiply
10033156	Back 2 Work Ltd	£300,000.00	£ 300,000.00		
10001149	Capita PLC	£100,000.00	£50,000.00	£50,000.00	
10001539	College of Animal Welfare Ltd	£50,000.00	£30,000.00	£20,000.00	
10021427	eVolve Your Future	£100,000.00	£75,000.00	£25,000.00	£100,000.00
10033758	Ixion Holdings Ltd	£200,000.00	£100,000.00	£100,000.00	£50,000.00
10008935	Learning Curve Group Ltd	£450,000.00	£400,000.00	£50,000.00	
10000311	MPCT				£50,000.00
10021793	Pathway Group Ltd	£100,000.00	£100,000.00		
10036431	Peopleplus Group Ltd	£250,000.00	£250,000.00		
10048439	Peterborough Skills Academy Ltd	£100,000.00	£100,000.00		
10049149	Runway Training Ltd	£100,000.00	£100,000.00		£161,376.00
10005735	Seetec Business Ltd	£100,000.00	£100,000.00		£50,000.00
10018942	Steadfast Training Ltd	£350,000.00	£274,494.00	£75,506.00	£50,000.00
10046979	Portland Training Ltd	£415,785.00	£415,785.00		
10030802	Construction Skills People Ltd	£299,940.00		£299,940.00	
10019581	TCHC Ltd	£100,000.00	£100,000.00		£18,000.00
		£3,015,725.00	£2,395,279.00	£620,446.00	£479,376.00

3. Background

- 3.1 Under orders made from the Local Democracy, Economic Development and Construction Act 2009, adult education functions from the Apprenticeships, Skills, Children and Learning Act 2009 were transferred from the Secretary of State for Education to Cambridgeshire and Peterborough Combined Authority from August 2019. A recurrent budget of c£12m is devolved each year to discharge these duties plus ensure local learning and skills needs are better addressed and aligned to our strategy.
- 3.2 A five-year commissioning cycle for ITPs was launched in March 2022 which resulted in the current ITPs being contracted, subject to performance review on an annual basis. The Skills Committee considered and recommended approval to Board to award and sign contracts at the September 2022 meeting. A link to the report is included below.
- 3.3 At the March 2023, funding allocations for AEB, FCFJ and Multiply to Learning Organisations (FE Colleges and Institutes of Adult Education) were approved for 2023/24 and 2024/25. This equates to £10.3m of AEB and £725K of Free Courses for Jobs, which is 85 per cent of the annual budget.

3.4 **Skills Bootcamps – Wave 4** Item 5

There are currently six ITPs delivering Skills Bootcamps under Wave 4, which are contract extensions for a number of existing Skills Bootcamps ITPs from Wave 3. From the allocation of £2,878,150.00 from DfE for the 2023/24 financial year, allocations totalling £1,382,550.00 has been awarded to the providers set out in Table B below:

Training Provider	Skills Bootcamp	Sector (defined by DfE Skills Bootcamp Sector Categories)
Construction Skills People Ltd	Level 2 Civil Engineering & Groundworks	Construction
Duplex Business Services Ltd	Level 2 - Level 4 Electric Vehicle Repair and Maintenance	Green Transport
Tech Educators Ltd	Level 5 Full Stack Coding with Next.Js	Digital
Mastered Studios Ltd	Level 5 Games Programming	Digital
The Skills Network Ltd	Level 3 Data Analysis	Digital
The Skills Network Ltd	Level 3 Project Management	Other
TWI Ltd	Welding Inspection (various pathway options)	Technical Bespoke

A Procurement process is currently underway to commission the following Skills Bootcamps, in response to local labour market needs:

Skills Bootcamp	Sector (defined by DfE Skills Bootcamp Sector Categories)
Level 3 Leadership and Management	Other
Level 4 or 5 Leadership and Management	Other
Level 3 Care	Other
Level 3 Digital Marketing	Digital
Level 3 IT Support Technician	Digital
Level 4 Digital Accessibility Specialist	Digital Bespoke
Level 3 Cyber Security	Digital
Level 4 or 5 Data Analysis / Data Science	Digital
Level 3 Nursing	Pathway to Accelerated Apprenticeship linked to Nursing Associate or Nursing Degree Apprenticeship
Levels 2 - 5 Retrofit	Green Construction & Buildings

The Assistant Director of Skills has delegated authority, previously approved at the Skills Committee, and ratified at Combined Authority Board (January 2023), to enter into contracts / direct awards / contract extensions.

4. Appendices

4.1 None

5. Implications

Financial Implications

5.1 The Combined Authority has received its annual Section 31 Funding Letter from the Department for Education (DfE) on 9 February 2023, for both Adult Education Budget (AEB) and Free Courses for

	Jobs (FCFJ) the National Skills Fund – level 3 adult offer. Funding of £12,054,361 (2022/23: £11,977,722) is confirmed for the 2023/24 academic year for AEB and £851,550 for level 3 courses. This equates to an adult education settlement of £12,905,911 (2022/23: £12,972,691), plus £2,606,457 underspend carried forward from previous years: an available budget of £15.5m to allocate.
5.2	Funding for Multiply for 2023/24 academic year has been confirmed, with our Investment Plan has been accepted by DfE and an overall allocation of c£4m. Grant Agreement for £1,395,065.01 for 2023/24 financial year has been signed. DfE will adjust allocations based on delivery.
5.3	ITPs are paid on actual delivery based on data returns. Historic performance suggests that there will be under-performance and so while allocations are made based on professional judgement in consultation with providers; we are allocating from the AEB Reserve; but to date have not spent it.
Legal Implications	
6.1	The recommendations and activities outlined in this paper are to discharge the Combined Authorities' statutory duties under the Apprenticeships, Skills, Children and Learning Act 2009. Under the devolution agreement of 2016, specified adult education functions from the Secretary of State were transferred to the Combined Authority.
6.2	The Combined Authority discharges its devolved adult education functions in line with the DfE Statutory Guidance for Combined Authorities (July 2018).
6.3	Contracts for Services will be issued to the ITPs listed in this report.
Public Health Implications	
7.1	The report recommendations have positive implications for public health. Participation in adult learning improves the health and wellbeing of participants and wider society. In addition, the AEB funds skills training for professionals in the health care sector as well as short courses for adults on managing physical, mental health and wellbeing
Environmental & Climate Change Implications	
8.1	The report recommendations have positive implications for the environment. Environmental Conservation courses and Carbon literacy are funded by AEB. In addition, training for retrofit occupations (in construction trades) and electric vehicle maintenance and charging and digital skills are also funded by AEB, FCFJ and Skills Bootcamps.
Other Significant Implications	
9.1	The recommendations in this report have due regard to the Combined Authority's Equalities duties under the Equality Act 2010 in implementing funding policies which seek to widen participation and make learning opportunities more accessible for all citizens including all protected characteristics.
9.2	Within their funding allocation, all ITPS have Learner Support Funds to enable them to discharge their duties under the Equalities Act 2010. Funding is provided to enable reasonable adjustments and additional support to be provided for learners with learning difficulties and disabilities, to access and progress in learning.
Background Papers	
10.1	Skills Committee Report - Contract Awards to Independent Training Providers (5 Sept 2022) Skills Committee Report – Grant Funding Allocations (6 March 2023) Skills Committee Report – Grant Funding Allocations Appendix A(6 March 2023) Skills Committee Report – Skills Bootcamps Wave 4 (9 January 2023)



Skills & Employment Committee	Agenda Item
5 June 2023	6

Title:	Health and Care Sector Work Academy – End of Contract Performance Review
Report of:	Dr Pat Carrington, Executive Principal/ Assistant Director Skills and Employment, City College Peterborough/ Peterborough City Council
Lead Member:	Cllr Lucy Nethsingha
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	No vote required

Recommendations:	
	The Skills and Employment Committee is recommended to:
A	To note and scrutinise the contents of the report which gives progress on the delivery phase of the pilot.
B	To note the forecast for the final validation and evaluation stage of the pilot

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
	Achieving ambitious skills and employment opportunities through retraining local residents to fill employer skills gaps.

1. Purpose	
1.1	This report is being presented to the Skills and Employment Committee to note the progress and performance of the Health and Care Sector Work Academy.

2. Proposal	
2.1	The report is to note the performance of the Health and Care Sector Academy.

3. Background	
3.1	The Health and Care Sector Work Academy (HCSWA) is the DWP innovation pilot being delivered across Cambridgeshire and Peterborough designed to improve people's earnings that are on Universal Credit whilst also serving to help address the skills deficit within the health and care sector.

3.2 This project was designed to be delivered by City College Peterborough (CCP) as the lead partner with other providers also delivering. Pre-Covid subcontracts were given to two FE providers delivering within the CPCA area. Unfortunately during this time neither were able to deliver against this project. Post Covid CCP continued to kickstart the delivery and sought other providers to sub-contract to.

3.3 New subcontractors were brought on board with contracts issued in July 2022 and in subsequent months. The last date for enrolments was 31st March 2023. Due to the initial contracts starting during the summer recess the providers only started to recruit learners from September 2022. Table 1 below shows performance of CCP to date, table 2,3 and 4 shows the performance of the subcontractors to date and table 5 shows totals.

City College Performance

Level 1 - Out of Sector	1079
Level 1 - In Sector	43
Level 2	87
Apprenticeship	3

Table 1

Sub-Contractor Performance Breakdown

Level 1 – Out of Sector

Provider	Revised Target	Actual To Date - Fully Verified	Pipeline – Paperwork Submitted To HCSWA. Pending Verification	Forecast – Subcontractor Reporting Learner Started. HCSWA waiting for paperwork
Workpays	25	6	16	22
SPS	45	53	0	53
Pathways	170	50	0	50
People Plus	18	2	0	2
Skills Network	50	0	0	0
Choices	180	39	0	350
Total	488	150	16	477

Table 2

Level 1 – In-Sector

Provider	Revised Target	Actual To Date - Fully Verified	Pipeline – Paperwork Submitted To HCSWA. Pending Verification	Forecast – Subcontractor Reporting Learner Started. HCSWA waiting for paperwork
Qube	0	1	0	1
Skills Network	50	0	0	0
Total	50	1	0	1

Table 3

Provider	Revised Target	Actual To Date - Fully Verified	Pipeline – Paperwork Submitted To HCSWA. Pending Verification	Forecast – Subcontractor Reporting Learner Started. HCSWA waiting for paperwork
Learning Curve	110	47	51	98
Workpays	20	0	0	12
SPS	20	0	0	12
Pathways	170	0	0	0
Skills Network	70	0	0	0
Choices	150	0	0	250
Total	540	47	51	372

Table 4

NOTES

Choices contract commenced March 2023 to reduce the potential shortfall and are forecasting above target achievement.

	Target	Actual Verified	Pipeline – Paperwork Submitted To HCSWA. Pending Verification	Total of actual and pipeline	Forecast – Subcontractor Reporting Learner Started. HCSWA waiting for paperwork	Total if all realised
Level 1 out of sector	1200	1229	16	1245	477	1556
Level 1 in Sector	300	44	0	44	0	44
Level 2	550	134	51	185	372	506
Apprenticeships	50	3	0	3	0	3
Total	2100	1410	67	1477	849	2109

Table 5

- 3.4 The frontline delivery of the project has now been completed and we have moved into the final validation and evaluation stage.
- The Validation is being undertaken to ensure that our subcontracts have submitted learners that are eligible and that all of the paperwork required has been completed and is compliant. It is estimated that the validation will have been conclude by mid-June.
- The evaluation stage has just started and is being carried by Hatch Regeneris and will be concluded by the end of the year. This stage of the pilot takes longer as we need to be able to carry out the final survey, that will provide the evidence for impact.
- 3.5 Care still remains a sector that is unable to fill its vacancies and as reported in the last report to committee, the number of jobs needing to be filled nationally has risen by 52 per cent in a year to about 165,000, which is the highest number on record. Recent news reports state people are leaving care due to low pay rates. These statistics go to further evidence the need for skilled individuals to move into this sector but the news reports could go some way to explaining why recruitment to the programme has struggled post covid.
- 3.6 The current forecasted spend for the project is £4.4m however this is dependent on the verification of sub-contractor claims including any bursary monies. Final numbers will be known at the end of June 2023.

4. Appendices

4.1 N/A

5. Implications

Financial Implications

5.1 Below is the forecast expenditure on the project based on delivery, pipeline forecast and evaluation costs

Finance

Area of cost	Maximum forecast cost
City College Peterborough Delivery	£342,969
Subcontracted Delivery	£1,176,075
Management Overheads	£150,326
Evaluation	£60,000
Total	£1,729,370

Table 6: Forecast Expenditure to project closedown

Project Spend	£
Expenditure Up Until 31 July 2022	2,767,812
Forecast Expenditure to the end of the project	1,729,370
	4,497,182

Table 7: Forecast Maximum Project Spend

Legal Implications

6.1 There are no significant legal implications.

Public Health Implications

7.1 Improving people's wellbeing by increasing their skills and social inclusion, supporting the development of their economic and social wellbeing.

Environmental & Climate Change Implications

8.1 None

Other Significant Implications

9.1 Working towards reducing an individual's reliance on benefits

Background Papers

10.1 N/A



Skills & Employment Committee		Agenda Item
5 June 2023		7
Title:	Combined Authority Governance Arrangements	
Report by:	Jodie Townsend, Improvement Lead	
Lead Member:	Cllr Edna Murphy, Lead Member for Governance	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	No vote required	

Recommendations:	
A	Note the changes made to CPCA Governance arrangements
B	Note the Terms of Reference for the Skills & Employment Committee
C	Note the progress in developing an Education Advisory Group as set out from 2.12
D	Provide comment on the draft Education Advisory Group Terms of Reference set out in Appendix B

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
<input checked="" type="checkbox"/>	Achieving ambitious skills and employment opportunities
<input checked="" type="checkbox"/>	Achieving good growth
<p>The Governance Framework must reflect the Strategic Framework and should provide the platform for effective decision-making, strategy development, implementation and appropriate monitoring in line with the Strategic Objectives of the Combined Authority.</p> <p>The changes made to the governance arrangements at the Combined Authority set out clear roles and responsibilities for the delivery of the Combined Authority Corporate Plan. They place responsibility for driving delivery of the Corporate Plan priority area 'Achieving ambitious skills and employment opportunities' within the remit of the Skills & Employment Committee, alongside a supporting responsibility to drive delivery of the Corporate Plan priority area 'Achieving good growth' which sits across all thematic committees and the Board.</p> <p>Business Plans within the Combined Authority are being developed to provide further detail on how the Corporate Plan will be delivered.</p>	

1. Purpose	
1.1	The CPCA review of governance, endorsed by CPCA Board in July 2022, provided recommendations designed to reshape the governance framework at the Combined Authority. The Improvement Plan that followed, which was endorsed by the CPCA Board on 19 October 2022, incorporated and built upon the majority of those recommendations.
1.2	On 22 March 2023 (following extensive engagement with the Mayor, Leaders and Chief Executives of Local Authorities, partners and the Business Board) a report was considered and endorsed in full by CPCA Board setting out changes to the Combined Authority Governance Arrangements.
1.3	This report provides an overview of the changes to governance at the Combined Authority and the elements specific to the Skills & Employment Committee.

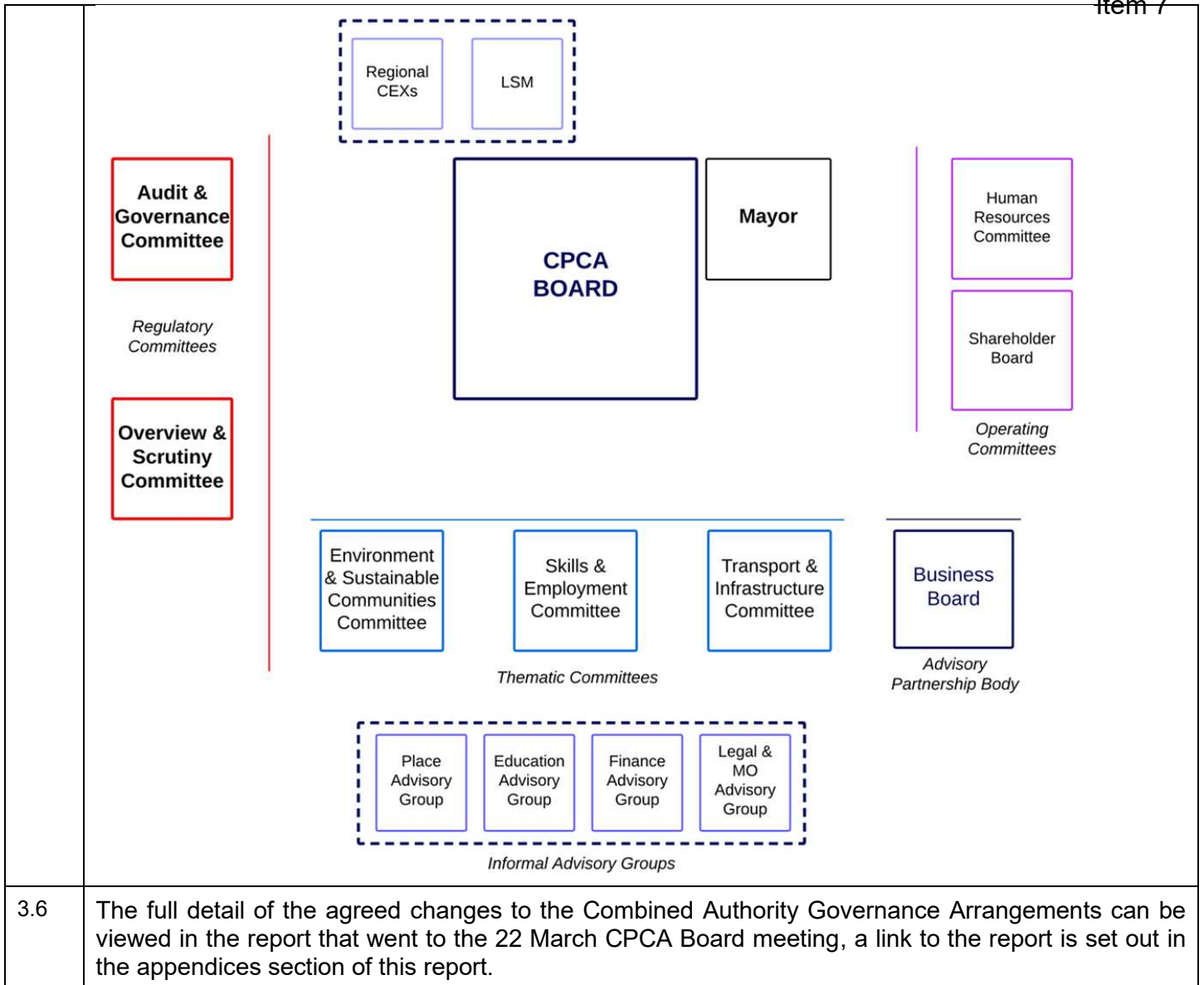
2. Proposal																						
	What is the ask of the Committee?																					
2.1	The Skills & Employment Committee are asked to note the changes in governance arrangements at the Combined Authority and the new terms of reference for the Skills & Employment Committee.																					
2.2	The Skills & Employment Committee are asked to consider and comment on the developing draft terms of reference for an Education Advisory Group that will feed into this Committee to meet commitments within the Devolution Deal and to improve greater collaboration around key educational themes relevant to the remit of this Committee.																					
	Skills & Employment Committee Terms of Reference																					
2.3	<p>The governance arrangements approved by CPCA Board are centred around the principle of alignment with the CPCA Board focused on its role as the strategic decision-maker with clarity on the following key roles and responsibilities as follows:</p> <table border="0"> <tbody> <tr> <td>Set Strategic Objectives</td> <td>-</td> <td>CPCA Board</td> </tr> <tr> <td>Approve Strategy</td> <td>-</td> <td>CPCA Board</td> </tr> <tr> <td>Strategic Decision-Maker</td> <td>-</td> <td>CPCA Board</td> </tr> <tr> <td>Develop strategy proposals</td> <td>-</td> <td>Thematic Committees</td> </tr> <tr> <td>Implement agreed strategy</td> <td>-</td> <td>Thematic Committees</td> </tr> <tr> <td>Operational & Delivery Oversight</td> <td>-</td> <td>Thematic Committees</td> </tr> <tr> <td>Strategic Scrutiny</td> <td>-</td> <td>Overview & Scrutiny</td> </tr> </tbody> </table>	Set Strategic Objectives	-	CPCA Board	Approve Strategy	-	CPCA Board	Strategic Decision-Maker	-	CPCA Board	Develop strategy proposals	-	Thematic Committees	Implement agreed strategy	-	Thematic Committees	Operational & Delivery Oversight	-	Thematic Committees	Strategic Scrutiny	-	Overview & Scrutiny
Set Strategic Objectives	-	CPCA Board																				
Approve Strategy	-	CPCA Board																				
Strategic Decision-Maker	-	CPCA Board																				
Develop strategy proposals	-	Thematic Committees																				
Implement agreed strategy	-	Thematic Committees																				
Operational & Delivery Oversight	-	Thematic Committees																				
Strategic Scrutiny	-	Overview & Scrutiny																				
2.4	They are also centred around the development and delivery of the Combined Authority strategic objectives, as set out in the CPCA Corporate Plan.																					
2.5	As a result new terms of reference have been developed for the CPCA Board and the supporting thematic committees to help drive this alignment, purpose and responsibility.																					
2.6	<p>There have been a number of key changes to thematic committees, they are:</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Thematic Committees be chaired by the relevant CPCA Lead Member or their substitute as appointed by the Board – this will drive alignment with Board responsibilities and portfolio leadership that has been assigned by the Board and allow the Mayor of the Combined Authority to sit as a member of each Thematic Committee as the regionally elected Mayor rather than as the representative of the CPCA Board <input type="checkbox"/> The quorum for Thematic Committees be amended from 5 voting Members to 4 voting Members – this seeks to mitigate against quoracy issues at CPCA Committees <input type="checkbox"/> Two Representatives are appointed by the Business Board to sit on each Thematic Committee as co-opted Members – This will create greater collaboration and help drive 'Achieving Good Growth' considerations within each Thematic Committee. The membership change will also provide each Thematic Committee with access to Business representation and the work of the Business board in their considerations 																					

2.7	The key change to Thematic Committees is a drive to empower them through delegation of responsibility from the Board to deliver on each Corporate Plan priority area as well as provide clarity of roles and responsibilities in alignment with the detail set out in 2.3 of this report.
2.8	The Board has delegated responsibility to Thematic Committees to implement strategy approved by Board, taking operational decisions within the Policy & Budget Framework.
2.9	Previously Thematic Committees were responsible for the development of strategy proposals for consideration and approval at Board who would then oversee implementation of delivery of those strategies. Now each Thematic Committee is responsible for not only developing strategy proposals but also for taking any decisions required for their implementation. This also includes the responsibility for operational oversight of delivery and performance against Corporate Plan requirements.
2.10	The Board has also agreed to delegate to Thematic Committees approval of items included within an approved Medium Term Financial Plan to be drawn down by the relevant Thematic Committee at the appropriate time. This enables Thematic Committees to move relevant project budgets identified in the MTFP from 'subject to approval' to 'approved'.
2.11	The new terms of reference for the Skills & Employment Committee picks up the changes highlighted above and sets out alignment of the Committees role with the CPCA Corporate Plan. The new terms of reference are set out in Appendix A of this report
	Education Advisory Group
2.12	The Governance Arrangements changes endorsed by the Board include the creation of a number of informal governance mechanisms such as officer advisory groups. These groups are being created to help shape ways of working between the Combined Authority, Local Authorities and partners and include membership from across these key areas.
2.13	The advisory groups will work in support of Thematic Committees and the Board with the following key roles: <ul style="list-style-type: none"> <input type="checkbox"/> to support the work programme of relevant Thematic Committee <input type="checkbox"/> coordinating and monitoring delivery of Thematic specific action plans <input type="checkbox"/> to ensure appropriate links and communication channels are developed and maintained between constituent authorities, CPCA, key partners and government agencies <input type="checkbox"/> sharing information and good practice to ensure effective, joined up, cross-boundary working and improved performance <input type="checkbox"/> forward planning effectively to ensure the timely consideration of issues within the Thematic Committees' remit and to allow for analysis of emerging opportunities and risks and consideration of steps to either exploit or minimise their impact <input type="checkbox"/> to formulate advice to Members of the Committees on areas within their remit
2.14	Board agreed that an Education Advisory Group will be created in support of the Skills & Employment Committee. This followed initial conversations with the lead officer at Cambridgeshire County Council and Peterborough City Council for Education.
2.15	The advisory groups are not Member bodies, they are intended to be officer groups that will work in support of the formal member governance arrangements. The membership being considered for the Education Advisory Group consist of: <ul style="list-style-type: none"> <input type="checkbox"/> Assistant Director- Skills, CPCA <input type="checkbox"/> Director for Education, Cambridgeshire County Council <input type="checkbox"/> Director for Education, Peterborough City Council <input type="checkbox"/> Regional Schools Commissioner <input type="checkbox"/> Ofsted representative <input type="checkbox"/> Education Investment Zone representative <input type="checkbox"/> Senior officers from CCC, PCC and CPCA with responsibility for Early Years provision, Post 16 transition, Education workforce planning and Post 16 SEND.
2.16	The devolution deal for Cambridgeshire & Peterborough Combined Authority sets out a requirement in paragraph 35 that states:

	<i>To ensure continued collaboration the Combined Authority will establish an Education Committee with the Regional Schools Commissioner and other key local education stakeholders. The Regional Schools Commissioner will work with the committee to provide strategic direction on education across the Combined Authority area.</i>
2.17	Engagement with key education officers has identified the creation of an Education Advisory Group as the preferred forum for develop and collaboration around strategic direction on education matters, this approach also fits with the new governance arrangements of the Combined Authority and does not require the formal establishment of a new Member Committee which Board had set as a key design principle for the governance arrangements.
2.18	Conversations have taken place at the informal meeting of this Committee in March 2023, with Cambridgeshire County Council, Peterborough City Council and Ofsted to help inform a draft terms of reference for the advisory group.
2.19	The draft terms of reference are attached at Appendix B , Committee Membership is asked to consider and comment on these draft terms of reference.

3. Background

	CPCA Governance Arrangements
3.1	The Governance Arrangements report endorsed by CPCA Board on 22 March 2023 provides a significant response to the review of governance, concerns raised by the CPCA external auditors and demonstrates to Government a commitment to improved operation and delivery by the Combined Authority.
3.2	The governance arrangements were developed in alignment with work to develop the CPCA Corporate Strategy and drive delivery of agreed strategic objectives.
3.3	<p>The changes include:</p> <ul style="list-style-type: none"> <input type="checkbox"/> New Terms of Reference for Board placing it as strategic body <input type="checkbox"/> New Committee structure <input type="checkbox"/> Delegated authority to Thematic Committees to implement as well as develop strategy, have an operational and delivery oversight role, approve projects identified in MTFP <input type="checkbox"/> Thematic Committees chaired by Board appointed Portfolio Lead <input type="checkbox"/> New Terms of Reference for each Thematic Committee focused on Corporate Plan responsibilities <input type="checkbox"/> Membership changes to allow Mayor to act as Mayor rather than Board representative at Thematic Committees and Business Board representation on Thematic Committees to drive Economic Growth and Business link <input type="checkbox"/> New strategic advisory and partnership engagement role for the Business Board <input type="checkbox"/> Repurposed Human Resources Committee <input type="checkbox"/> Reenvisaged Leaders Strategy Meeting <input type="checkbox"/> Supporting CA/ LA Officer Groups
3.4	<p>The changes to the governance arrangements are intended to:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Focus the CPCA Board as a Strategic body supported by Thematic Committees <input type="checkbox"/> Reduce the burden of work on the Board and on Board Members <input type="checkbox"/> Empower Thematic Committees, through appropriate delegation, to implement agreed strategy as well as develop proposals for Board consideration <input type="checkbox"/> Address 'thematic gaps' identified in the Governance Review by creating an Environment & Sustainable Communities Committee which will pick up ongoing Housing issues <input type="checkbox"/> Clarify the role and functions of the Business Board
3.5	The changes made have created the following governance structure at the CPCA:



3.6 The full detail of the agreed changes to the Combined Authority Governance Arrangements can be viewed in the report that went to the 22 March CPCA Board meeting, a link to the report is set out in the appendices section of this report.

4. Appendices	
4.1	Governance Arrangements report to CPCA Board, March 2023: Document.ashx (cmis.uk.com)
4.2	Appendix 1 - Skills & Employment Committee Terms of Reference
4.3	Appendix 2 - Draft Education Advisory Group Terms of Reference

5. Implications	
Financial Implications	
5.1	There will be a requirement to provide secretariate and co-ordination of the new Education Advisory Group, which the Combined Authority’s Skills Service will absorb with support from the new Democratic Services.
Legal Implications	
6.1	Decision relating to amendments to the Combined Authority’s Constitution which includes the terms of Reference for the Skills and Employment Committee, are for the Combined Authority Board to make. As a result, the adoption of a new Constitution must be agreed by the Combined Authority Board.

6.2	As detailed in the body of the report, the Combined Authority Board has endorsed and adopted the revised governance arrangements and amendments to the Constitution.
Public Health Implications	
7.1	No direct public health implications have been identified within this report.
Environmental & Climate Change Implications	
8.1	No direct environmental and climate change implications have been identified within this report
Other Significant Implications	
9.1	The new governance arrangements will place additional focus on delivery of the CPCA Corporate Plan through clarity of roles and responsibilities and the incorporation of key priority areas into each Thematic Committee terms of reference.
Background Papers	
10.1	2022 Improvement Assessment Report to Board: Agenda Item No (cmis.uk.com) + Document.ashx (cmis.uk.com)
10.2	2022 Review of Governance: Document.ashx (cmis.uk.com)
10.3	Governance Arrangements Report to CPCA Board, 22 March 2023: Document.ashx (cmis.uk.com)
10.4	CPCA Improvement Plan: Document.ashx (cmis.uk.com)

Agenda Item 6	Appendix
Combined Authority Governance Arrangements	1

Skills & Employment Committee Terms of Reference

Purpose	<p>Implement and deliver Priority Area – Ambitious Skills & Employment Opportunities as set out in the Corporate Plan</p> <p>Development of thematic strategy and key policy, engaging key stakeholders and partners to develop proposals to assist delivery of the CAs strategic objectives</p> <p>Oversee implementation of thematic strategy and key policy, taking decisions within the strategic and budgetary framework agreed by the Board to deliver strategy and key policy.</p> <p>Drive delivery of key strategic performance measures (as set out in corporate plan and key supporting strategy)</p> <p>Oversight and management of the development and delivery of thematic business cases, programmes and projects, ensuring that they are contributing to the delivery of CA Strategic Objectives and the Annual Business Plan.</p> <p>Ensure all programmes and projects comply with the Assurance Framework and are monitored and evaluated in line with the Monitoring and Evaluation Framework.</p>
Accountable to:	Cambridgeshire & Peterborough Combined Authority Board
Accountable for:	<p>Development, management and implementation of key strategy and policy relevant to remit of Committee, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Employment and Skills Strategy <input type="checkbox"/> Work, Health and Wellbeing Strategy <p>Oversight and management of:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Devolved Adult Education Budget <input type="checkbox"/> Other Government funded programmes (Multiply, Skills Bootcamps) <p>Performance management of key performance measures from Corporate Plan within remit of the Committee, including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Closing the skills gap with the national average for: a) Peterborough b) Fenland c) pockets within wider Cambridgeshire <input type="checkbox"/> An increase in % of the population qualified to Levels 2, 3 and 4, and high qualifications <input type="checkbox"/> Reduced difference in household income between most deprived and least deprived areas <input type="checkbox"/> Increase in percentage of population in well-paid employment <input type="checkbox"/> Improved health and wellbeing as measured by ONS Health Index
Membership:	<ul style="list-style-type: none"> <input type="checkbox"/> Mayor (or their nominee) <input type="checkbox"/> CPCA Lead Member for Skills & Employment <input type="checkbox"/> Representative from each Constituent Authority (not represented on Committee through CPCA Lead Member position(s)) <input type="checkbox"/> Business Board Thematic Representative <p>Co-opted Members of the Combined Authority Board should receive an open invite to all thematic committees to enable them to attend for items of interest. If a co-opted member wishes to attend and speak at the meeting, they should notify the relevant Chair prior to the meeting. The rights and responsibilities of co-opted members as set out in the relevant paragraphs in the constitution that apply to committees.</p>

Chair:	The Committee will be chaired by CPCA Lead Member for Skills & Employment
Vice Chair:	A vice-chair will be appointed by the Skills & Employment Committee.
Voting:	<p>Only the members of the Committee will be entitled to vote at meetings (not co-opted Members), the Chair does not exercise a casting vote.</p> <p>Any matters that are to be decided by the Committee are to be decided by consensus of the Committee where possible. Where consensus is not possible the provisions of the Constitution shall apply as follows:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Each Member of the Committee is to have one vote and no Member including the Chair is to have a casting vote <input type="checkbox"/> Co-opted Members cannot vote <input type="checkbox"/> Any matter put to a vote will be decided on a show of hands. A decision will require a minimum of four voting members present and voting
Quorum:	No business shall be transacted unless representatives of four Constituent Authorities or more are present at a meeting
Servicing:	The Committee will be serviced by CPCAs Governance Team
Frequency:	Minimum of 6 meetings per year
Supported by:	<p>The Committee is supported by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Employment & Skills Board <input type="checkbox"/> Education Advisory Group
Functions: (key areas of focus under Corporate Plan)	<p>Enhancing Careers Education, Information, Advice and Guidance</p> <ul style="list-style-type: none"> <input type="checkbox"/> Cambridgeshire & Peterborough Careers Hub <input type="checkbox"/> Influencing national providers of Careers <input type="checkbox"/> Lobbying Government for an all age careers service <p>Delivery of Lifelong learning and workforce skills</p> <ul style="list-style-type: none"> <input type="checkbox"/> Continue to target the delivery of the Skills Fund (AEB and Free Courses for Jobs) <input type="checkbox"/> Skills Bootcamps to better meet local need <input type="checkbox"/> Improve numeracy and number-confidence among our citizens through delivery of Multiply <p>Employer engagement and access to talent</p> <ul style="list-style-type: none"> <input type="checkbox"/> Implementing a Health & Work Strategy to address economic inactivity and productivity <input type="checkbox"/> Delivering Growth Works with Skills <p>Lobbying for a second Skills Devo Deal that strengthens our current programme and delivers greater impact. Our asks:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A simplified Single devolved revenue budget for all skills programmes <input type="checkbox"/> A Single devolved capital budget for all skills infrastructure funding streams <input type="checkbox"/> A Single devolved Careers budget <p>Building Skills Infrastructure</p> <ul style="list-style-type: none"> <input type="checkbox"/> FE Cold Spots <input type="checkbox"/> ARU Peterborough Phase 3 <input type="checkbox"/> Centre for Green Technology at Peterborough College <input type="checkbox"/> Net Zero Centre at Wisbech <input type="checkbox"/> North Cambridgeshire Training Centre

	<p>Generic</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provide leadership in developing an approach to future devolution of powers from Government to the region on matters of Skills and Employment <input type="checkbox"/> To consider and advise upon major policy change <p>The Committee can approve budgets and projects detailed in the Medium-Term Financial Plan marked subject to approval including:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Approval of employment projects detailed in approved MTFP <input type="checkbox"/> Approval of AEB Budget as detailed in MTFP <input type="checkbox"/> Approval of commissioning of delivery partners where this is required and authorise the staged release of budget for education and skills projects detailed in and funded from the MTFP
<p>Lead Member Functions:</p>	<p>Support the Lead Member for Skills and Employment by:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Providing advice and support to CPCA activity <input type="checkbox"/> Helping engage with wider stakeholder networks and activity <input type="checkbox"/> Identify and scale up existing good practice within the CPCA region, including cross portfolio working, improvements and initiatives <input type="checkbox"/> Identify and secure resources to deliver new opportunities
<p>Review:</p>	<p>Reviewed annually and/or following adoption of new Corporate Plan</p> <p>The review process will include consideration of co-opted membership that will support the Committees remit</p>

Agenda Item 6	Appendix
Combined Authority Governance Arrangements	2

Draft Education Advisory Group Terms of Reference

Background

The CPCA Board has agreed to work with its Constituent Councils and key partners across the region and nationally to create Advisory Groups that will support its governance framework and help shape collaborative working across organisations for regional benefit.

This Advisory Group will work to support the Skills & Employment Committee and will be Chaired by the CPCA Assistant Director - Skills

Purpose

The Advisory Group will work collaboratively to support strategic direction on education across the Combined Authority area.

The Advisory Group will work in support of the Skills & Employment Committee, focusing on system leadership over statutory education (early years to 16-19) and transition to post 16 and post 19 education.

The Advisory Group will advise on strategic matters that straddle the whole of the education landscape – bringing together, where appropriate, the siloed work of early years settings, schools, post-16 and post-19 education and skills system, to drive improvements through better connectivity.

The Skills & Employment Committee is primarily concerned with post-19 education, training and employment with governance responsibility and oversight for the Skills Fund (Adult Education Budget, Free Courses for Jobs, Community Learning), Skills Bootcamps, Careers Hub, UK Shared Prosperity Fund (People and Skills), employer skills brokerage and higher education. The Education Advisory Group will bring together partners with an ability to focus on statutory education where appropriate.

The purpose of the group should be reviewed every 12 months.

Membership

- Assistant Director- Skills, CPCA
- Director for Education, Cambridgeshire County Council
- Director for Education, Peterborough City Council
- Regional Schools Commissioner
- Ofsted representative
- Education Investment Zone representative
- Senior officers from CCC, PCC and CPCA with responsibility for Early Years provision, Post 16 transition, Education workforce planning and Post 16 SEND.

Themes

The Education Advisory Group is responsible for advising the Skills & Employment Committee who will agree the education and skills programmes and projects within their delegation.

The Advisory Group will consider matters as guided by its membership and the Skills & Employment Committee, this is likely to consider developing collaborative and supportive approaches to matters of responsibility that sit across all organisations that could include:

- Early years
- School education
- Post-16 education
- Post-19 education
- Regional skills support

Matters initiated by the Advisory Group can be referred up to the Skills & Employment Committee and the Board for decision, and/or Cambridgeshire County Council and Peterborough City Council Education Committees and/or Directors of Education as appropriate.

The Education Advisory Group is advisory and cannot be used as a proxy for seeking formal views/consulting between the CPCA, partners and constituent authorities. CPCA officers will not assume that the informal discussions in these groups represent official consultation. Constituent Council officers may present their professional views, but their views may not chime with their authority – which would consider a range of factors, including political direction.

Advice to CPCA Committees must come from CPCA Officers

Supporting Functions

- Consideration of matters referred to the Advisory Group by the CPCA Board and/or the Skills & Employment Committee.
- Oversee coordination with (a) Regional Schools Commissioner (b) Department for Education on the Opportunity Area programme (c) Careers and Enterprise Company (d) Ofsted
- To support the work programme of Skills & Employment Committee
- To coordinate and monitoring delivery of Skills & Employment Committee specific action plans relevant to Education
- To ensure appropriate links and communication channels are developed and maintained between constituent authorities, CPCA, key partners and government agencies sharing information and good practice to ensure effective, joined up, cross-boundary working and improved performance
- Forward planning effectively to ensure the timely consideration of issues within the Skills & Employment Committee remit and to allow for analysis of emerging opportunities and risks, and consideration of steps to either exploit or minimise their impact
- To formulate advice to Members of the Skills & Employment Committees on areas within their remit



Skills & Employment Committee		Agenda Item
5 June 2023		8
Title:	Cambridgeshire and Peterborough Local Skills Improvement Plan (LSIP) Update	
Report of:	Laura Guymer, Strategic Careers Hub Lead	
Lead Member:	Cllr Lucy Nesthinga	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	No vote required	

Recommendations:	
A	Receive an update regarding the publication of the Local Skills Improvement Plan
B	Note the publication of the LSIP
C	Note the statement and position of the Combined Authority in relation to the LSIP
D	To note further devolved powers over LSIPs in the Trailblazer Devolution Deals secured by Greater Manchester and West Midlands Combined Authorities.

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
x	<p>Achieving ambitious skills and employment opportunities</p> <p>The Skills for Jobs white paper set out the government’s blueprint for reshaping the technical skills system to better meet the needs of employers and the wider economy.</p> <p>As part of the new reforms, the Department for Education has introduced the requirement for all 38 localities to develop Local skills improvement plans (LSIPs) which must be led by employer representative bodies. In the Combined Authority Area, the Cambridgeshire Chamber of Commerce were awarded the LSIP contract until March 2025.</p> <p>It is the intention that LSIP's will:</p> <ul style="list-style-type: none"> • Place employers at the heart of local skills systems • Facilitate direct and dynamic working arrangements between employers and providers • Develop Local skills improvement plans • Provide an agreed set of actionable priorities that employers, providers and stakeholders in a local area can get behind to drive change

1. Purpose

1.1	To update members of the progress of the Local Skills Improvement Plan (LSIP).
1.2	To share the Combined Authority's Statement within the LSIP which will go to the Department for Education. The statement is provided in Appendix 1. This statement is for noting as was being considered for approval at the Combined Authority Board on 31 st May 2023.
1.3	There a duty on the Secretary of State to be satisfied, when approving an LSIP, that in the development of the plan due consideration was given to the views of the MCA's and MCA's are invited to provide a statement when the LSIP is submitted for approval confirming if the MCA has been engaged in the development of the plan and allows MCA's to give its views on the skills needs of the area it covers.

2. Proposal

2.1	<p>Under the Skills and Post-16 Education Act 2022, LSIPs became statutory requirement for local areas. Designated Employer Representative Bodies (ERBs) are responsible for developing and subsequently reviewing an LSIP. The LSIP is for a three-year term, throughout this period it can be reviewed to ensure it is still relevant.</p> <p>The Cambridgeshire Chamber of Commerce have undertaken consultation with stakeholders to produce the statutory Local Skills Improvement Plan (LSIP) which is included as Appendix 1 to this report. Members are invited to review and comment on the LSIP.</p>
2.2	The Combined Authority's Statement within the LSIP to the Secretary of State for Education is included in Appendix 2 and members are requested to note.
2.3	The DfE call for proposals for the Local Skills Improvement Fund (LSIF) is due to open imminently. This is required to be a consortium bid, which must be endorsed by the Chamber of Commerce. Only one bid per region will be accepted.

3. Background

3.1	In January 2021, the Skills for Jobs white paper set out the government's blueprint for reshaping the technical skills system to better meet the needs of employers and the wider economy. As part of this new approach, the Department for Education introduced local skills improvement plans (LSIPs) and a strategic development fund (SDF). – this has been replaced with the Local Skills Improvement Fund (LSIF). These became statutory requirement under the Skills Act 2022. To support ERBs to discharge these new duties, a Strategic Development Fund (SDF) was created to enable ERBs to develop LSIPs and for college and provider consortia to apply for funding to make the changes to local provision and/or infrastructure. The DfE have published Statutory Guidance for LSIPs and a link is included below.
3.2	<p>It is the intention that LSIPs will provide an agreed set of actionable priorities, which includes data and the employer voice to inform skills provision in the region. Employer representative bodies have been designated to lead the development of LSIPs for all 38 areas of England.</p> <p>LSIPs are to:</p> <ul style="list-style-type: none"> • place employers at the heart of local skills systems • facilitate direct and dynamic working arrangements between employers and providers
3.3	LSIPs were commissioned by the Department for Education (DfE) via Employer Representative Bodies (ERBs) to work closely with employers, providers and key stakeholders to develop evidence based, credible, and actionable LSIPs. The plan is to identify key changes needed in a local area to make technical skills training more responsive to employers' needs. Whilst the CPCA is not responsible for producing the LSIP, the government recognises that Combined Authorities have important roles in developing local economic priorities and should be engaged in the development of LSIPs to ensure plans are effective and have impact. LSIPs do not cover the entirety of provision within area but focus on key changes that can gain traction and maximise impact.

3.4	<p>The Cambridgeshire Chamber of Commerce were awarded the contract for the LSIP across Cambridgeshire and Peterborough. The Chamber commissioned PWC to work on the development of the report and in support of the LSIP. The ensure close alignment the Combined Authority agreed that a member of the skills team would be seconded to the Chamber on a 0.2 FTE basis.</p> <p>Item 8</p> <p>It is not within the scope of the LSIP guidance for the Combined Authority to lead the development of the LSIP. The statutory guidance sets out that this must be led by employer representative bodies and therefore the Combined Authority can only influence the direction of the plan.</p>
3.5	<p>The Chamber has undertaken the following actions to develop the LSIP:</p> <ul style="list-style-type: none"> • Formed a new advisory committee, which includes members from providers, employers, ERB, DWP and the CA • Conducted a Literature review of all relevant regional and national strategies • Analysis of data, including open source data such as NOMIS, ONS and new data sources such as the European Skills, Competences, Qualifications and Occupations (ESCO), a multilingual classification that identifies and categorises skills, competences, qualifications and occupations relevant for the EU labour market and education . Additional data has been accessed via Geek Talent giving intelligence around HE data, FE supply, green and digital job analysis • Undertaken stakeholder engagement which included: <ul style="list-style-type: none"> ➤ 280: Identified & Contacted ➤ 344: Surveys responses analysed ➤ ~50: Attendees at 2 rounds workshops ➤ 20: BRO's consulted
3.6	<p>It is recognised that employer engagement in the development of the LSIP has been limited, despite the Chamber using different mechanisms to engage with the business community. To achieve the intended outcomes of the LSIP, more work must be undertaken, led by the Chamber and supported by wider stakeholders to ensure that outcomes are realised moving forwards. Recommendations for future engagement are contained within the main LSIP report.</p>
3.7	<p>Role of MCAs</p> <p>The statutory guidance for LSIPS sets out the role of MCAs and local authorities in developing local economic priorities but not the LSIP. MCAs also have devolved functions as commissioners of adult education. The Skills and Post-16 Education Act 2022 strengthens the role of MCAs by placing a duty on the Secretary of State to be satisfied when approving an LSIP that in it's development, due consideration was given to the views of MCAs. To note that the statement is not an approval of the LSIP, but a statement that an MCA was able to give its views.</p> <p>MCAs are invited to provide a statement when the LSIP is submitted for approval. This is in recognition of the role of the Combined Authority as a system leader, expert, and important conduit of the skills landscape. We commission training courses and learning opportunities and work hand in glove with FE partners and wider partners to ensure alignment between the supply and demand of skills to support regional economic priorities. Therefore, we would need to be cognisant of the LSIP when commissioning and approving delivery plans for AEB from providers.</p> <p>The ERB is required to set out at which stage(s) the MCA was engaged, the nature of the engagement and how the MCA's views were considered in the development of the plan. This does not mean that all the MCA views must be reflected in the LSIP, but rather, constructive engagement has taken place. Where the views are not reflected, the rationale should be set out.</p> <p>Due to the requirements of the LSIP, it is not a systematic plan for addressing all skills needs; instead it is more akin to a 'deep dive', sectoral understanding of need in a handful of areas and as such, becomes one part of an already complex system that providers will need to consider when responding to local needs.</p> <p>There is limited guidance available about the governance of the LSIP. The Combined Authority has a governance system in place that has been refined since its inception and we believe the Combined Authority is the right organisation to become the accountable body for the LSIP, rather than the Department for Education and this has been included within our statement. Our position on becoming the accountable body for the LSIP would support regional integration, better localisation and effectiveness</p>

	<p>of the LSIP, recognising the Combined Authority as a system leader. Stating our ambition that the accountable body is aligned to further devolution as detailed in 3.8.</p>
3.8	<p>Further devolved powers over LSIPs were secured by Greater Manchester and West Midlands Combined Authorities over the local governance of LSIPs. This will entail powers to establish a new governance board to provide over-sight of post 16 technical education and skills. This board will have strategic oversight of the LSIP and will be responsible for signing-off the Local Skills Improvement Fund. In the next Spending Review, government will consider how to better reflect the board's views in relation to place-based capital investment.</p> <p>In addition, to the oversight of post 16 technical education, members will note that Trailblazers secured additional powers and flexibilities in the skills and employment policy space:</p> <ul style="list-style-type: none"> • local flexibilities over the Free Courses for Jobs and Skills Bootcamps, with a path to full devolution in the next Spending Review and adding skills funding into a single settlement. • Place-based governance arrangement for careers with WMCA and GMCA as 'central convenors' of careers provision with future co-design • Convening a new Regional Labour Market Partnership Board with DWP to formally work jointly and align employability support and co-design future contracted employability support programmes and potential delegated delivery • Strengthen data sharing framework with government, particularly DWP. <p>The remaining MCAs are in discussion with government about roll-out of the Trailblazer to other areas, with negotiations due for January 2024. Early discussions with MCAs and the Secretary of State for DHLUC have commenced.</p> <p>Given our current governance structures with the Employment and Skills Board and formation of the proposed Education Advisory Group; should additional responsibilities over LSIP delivery and oversight, post 16 technical education, careers and employment support be devolved, the Combined Authority is in a strong position to re-shape these governance boards to discharge these duties. Essentially, this would entail updating the terms of reference, including membership and ensuring the right levers are available for effective implementation and over-sight.</p> <p>Hyperlinks to the published devolution details are provided below.</p>
3.9	<p>The statement produced by the Combined Authority (Appendix 1) provides support for the LSIP, however also sets out the challenges of the additional governance introduced into an already complex skills system. recognised the role of the Combined Authority as a system leader and important conduit of the skills landscape. We commission adult learning and work hand in glove with FE partners to ensure alignment between the supply and demand of skills to support regional economic priorities.</p> <p>Due to the requirements of the LSIP, it is not a systematic plan for addressing all skills needs; instead it is more akin to a 'deep dive', sectoral understanding of need in a handful of areas and as such, becomes one part of an already complex system that providers will need to consider when responding to local needs. The LSIP is one part of the skills system and is not inclusive of higher education, special educational needs provision, community learning or academia. It is essential a joined up approach is adopted to ensure the success of the LSIP. The Combined Authority has an established Governance process and as per our statement within the report we believe the LSIP should be included within the responsibility of the Combined Authority.</p> <p>There is limited guidance available about the governance of the LSIP. The Combined Authority has a governance system in place that has been refined since its inception and we believe the Combined Authority is the right organisation to become the accountable body for the LSIP, rather than the Department for Education and this has been included within our statement.</p>
3.10	<p>Timeframe</p> <p>The report is to be submitted to DfE on 31 May 2023 which is subject to Secretary of State approval before formal publication in Summer 2023. Where the LSIP does not meet the requirements necessary to be approved by the Secretary of State, the department will feed back concerns to the designated ERB to address these concerns with the aim that the LSIP can then be approved.</p> <p>If there is disagreement between MCAs and the designated ERB, it is for the Secretary of State to make the decision as to whether the views of the MCA have been given due consideration based on the evidence submitted.</p>

3.11	<p>Duties on Providers</p> <p>The Skills and Post-16 Education Act 2022 places duties on specific relevant providers, where they provide English-funded post-16 technical education or training, which is material to a specified geographical area to</p> <ul style="list-style-type: none"> • co-operate with the designated ERB, working with them to create an LSIP, • keep this under review and develop where appropriate a new LSIP; once developed have regard to these plans when considering their post-16 technical education or training offer; and • have regard to the guidance issued by the Secretary of State <p>Further Education Colleges, Sixth Form Colleges and Designated Institutions must review how well the education and training provided by the institution meets local needs and set-out actions that they can undertake to better meet those needs.</p> <p>From this summer, Accountability Agreements are being published for FE Colleges and Sixth Form Colleges which will set out how they contribute to meeting skills needs set out in the LSIP.</p>	Item 8
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4. Appendices

4.1	EXEMPT Appendix 1 - Final Local Skills Improvement Plan
4.2	Appendix 2 - Combined Authority Statement

5. Implications

Financial Implications	
5.1	No Financial Implications
Legal Implications	
6.1	No Legal Implications
Public Health Implications	
7.1	No Public Health Implications
Environmental & Climate Change Implications	
8.1	No Environmental and Climate Change Implications
Other Significant Implications	
9.1	No other significant implications
Background Papers	
10.1	CA Board paper 31st May 2023 Delegated Authority - March 2023 Local Skills Improvement Plan Statutory Guidance Greater Manchester Trailblazer Deeper Devolution Deal (March 2023) West Midlands Trailblazer Deeper Devolution Deal (March 2023)

LSIP statement

As outlined in the Statutory Guidance issued by the Department for Education (DfE) in October 2022, Cambridgeshire and Peterborough Combined Authority (CPCA) issue this statement in relation to the LSIP developed by the Cambridgeshire Chamber of Commerce who are the designated Employer representative Body (ERB) assigned to lead the LSIP for Cambridgeshire and Peterborough.

The Chamber has engaged with the Combined Authority throughout the development of the Local Skills Improvement Plan. The Combined Authority has been supportive of the Chamber in their new role which has included:

- The secondment a member of the skills team on a 0.2FTE basis for the duration of the first phase of the LSIP programme to inform and shape the process,
- The Assistant Director of Skills is a member of the LSIP Advisory Group,
- Brokering of relationships and convening sessions between FE providers and the Chamber,
- Sharing of communications with the wider skills and business communities,
- Ensuring regular updates were given at the Employment and Skills Board and Skills Committee to secure engagement with elected members and stakeholders.

The Combined Authority is a system leader and recognised as the consistent and authoritative voice within the skills space. We are committed to the success of the LSIP, recognising that it is one part of an already fragmented system.

The Combined Authority welcomes that the LSIP has adopted our new Employment and Skills Strategy, published in January 2022, and has built on the existing evidence and analysis that we commissioned.

The Combined Authority as lead commissioner, with devolved responsibility for adult skills provision, still has reservations about the role proposed by Government, for ERBs to lead the LSIP. We question whether this mechanism alone will achieve the outcomes proposed. We welcome the recognition that employers need to have a more considered and structured mechanism to inform skills, both now and in the future.

Therefore, the Combined Authority requests the DfE reviews the wider governance of the LSIP. We propose that the Trailblazer deals for Greater Manchester and West Midlands are also implemented for all Combined Authorities forthwith: with our new 'strong governance board' having strategic oversight, facilitating alignment and addressing issues for relevant post-16 technical education or training, that delivers the local skills improvement plan.

Furthermore, this must include a role in signing-off the local skills improvement fund application from the lead college. This will ensure alignment of local skills improvement fund-funded projects and wider labour market strategies, ensuring that good value-for-money investments are made, that will deliver the most effective outcomes for residents and businesses.

The Combined Authority is fully committed to the strategic intent of the LSIP, to provide a representative and coherent employer view of the skills most needed to support local economic growth; the mission to boost productivity, improve employability and progression for learners. The ERB has faced difficulty in bringing additional and diverse employer voices into this process. The ERB's lack of experience of the current skills system has hindered the value achieved by the final report.

The Combined Authority expects that the LSIP process should embed a stronger and more dynamic relationship between employers and providers within local skills systems. However delayed engagement with the core FE provider base requires the ERB to invest in further relationship development through the next phase of the LSIP.

The Combined Authority recognises that this is the start of a process and are committed to the continued development and integration of the LSIP, recognising the scope and limitations of the report.



Skills & Employment Committee		Agenda Item
5 June 2023		9
Title:	Proposals for External Funding	
Report of:	Parminder Singh Garcha & Alexis McLeod	
Lead Member:	Cllr Lucy Nethsingha	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	A simple majority of voting Members	

Recommendations:	
A	To endorse the policy intent to widen the participation of adults in learning and skills and deepen our reach into communities.
B	To support applications for external funding that target disadvantaged communities and individuals, particularly activities to engage economically inactive residents.
C	To invite members to make comments and feedback on the proposals.
D	To recommend to the Combined Authority to allocate £300,000 from the Local Innovation Fund from the 2023/24 Medium Term Financial Plan to be used as potential 'match-funding' for proposals.

Strategic Objective(s):	
The proposals within this report fit under the following strategic objective(s):	
✓	Achieving ambitious skills and employment opportunities
✓	Achieving good growth
	Increased connectivity
✓	Enabling resilient communities
<p>The proposals support the above objectives through accessing external funding that will deliver additional learning activities in the community; that encourage and support residents who are economically inactive, to access support, develop their confidence and skills to get closer to work.</p> <ul style="list-style-type: none"> • Reducing inequalities – by reaching residents furthest from the labour-market • Achieving good growth - through ensuring access to good jobs • Enabling resilient communities - capacity building to develop a volunteering portal and the infrastructure to re-engage residents to participate in volunteering which enables resilient communities to flourish. • Contributing to the Mayoral Pledge to improve public health and wellbeing 	

1. Purpose	
1.1	<p>Employment and Skills Committee are requested to note and support the proposal outlined in this report to make applications for external funding to:</p> <ul style="list-style-type: none"> • National Lottery Connecting Communities fund • DWP Flexible Support Fund • Youth Futures Foundation
1.2	<p>Members are invited to provide feedback and comments to help shape the proposals to external funders. The focus of the external funding is to:</p> <ul style="list-style-type: none"> • provide additionality to mainstream programmes funded by the Adult Education Budget, Free Courses for Jobs, Multiply and Skills Bootcamps • provide funding for 'wrap-around support', engagement and in-work coaching • funding for informal and non-accredited learning activities and tasters in community settings • test new approaches which cannot be funded through mainstream funding
1.3	<p>Members are requested to approve the allocation of £300,000 from the AEB Local Innovation Fund for 2023/24 to be used as 'match-funding', shared between the three proposals.</p>

2. Proposal	
2.1	<p>Members of the Employment and Skills Committee are invited to support proposals to pursue external grant-based funding for the delivery of:</p> <ul style="list-style-type: none"> • community led engagement, for economically inactive residents, particularly those who are furthest from the labour market • informal approaches and settings to tackle barriers to engagement within socially and economically disadvantaged communities across the combined authority • increasing access and participation to mainstream skills programmes and reducing economic inactivity, reducing social immobility, and increasing the number of work ready, upskilled people available within the local labour market • Improved health and wellbeing outcomes for residents, as economically inactive residents with health conditions are supported into employment or volunteering. <p>The Combined Authority is well-placed to co-ordinate sub-regional proposals that will:</p> <ul style="list-style-type: none"> • provide the appropriate scale and impact for funders • capacity, oversight, and strategic partnerships in place to coordinate an organised and informed approach to mobilising community partners • ensure complementarity and additionally to existing area provision, and alignment to feed into formalised and well-established programmes and routeways into skills and employment. • build capacity within the local provider-base to effectively work with economically inactive and/or deprived communities • Leave a legacy of improved outcomes, building operational relationships across the system and volunteering infrastructure. • Provide match-funding from the Local Innovation Fund annual allocation as required.
2.2	<p>Alignment to the Employment and Skills Strategy</p> <p>The proposals will contribute to the following pillars within the Combined Authority's Employment and Skills Strategy:</p> <ul style="list-style-type: none"> • Life-wide learning and training - providing informal learning activities to engage residents who are economically inactive • Support into and between work – provide informal and person-centred support to enable residents to access work-experience, employment, self-employment, or volunteering.
2.3	<p>Match Funding</p>

It is proposed to allocate match funding from the Local Innovation Fund towards these proposals. A report was presented and approved by Skills Committee (Nov 2022) that proposed to allocate £1,001,000 to proposals. This included £406,000 remaining to be allocated. This report recommends that the Combined Authority Board approves £300,000 to be used as match for these proposals. At the July Board.

3. Background

3.1 Economic Inactivity

The term 'Economic Inactivity' describes those not in employment who have not been seeking work within the last four weeks and/or are unable to start work within the next two weeks.

Whilst reasons for economic inactivity can be benign such as being a student, reasons such as being long-term sick or disabled can provide barriers to employment. This is a particular focus following the pandemic when record numbers of people are out of work due to long-term sickness.

According to Census 2021, 37.2% of the 16+ Cambridgeshire and Peterborough population were economically inactive. This is a lower proportion than seen nationally (39.1%) but is an increase of +3.1pp from Census 2011. When comparing the six local authorities Fenland (41.8%) and Cambridge (40.5%) have the highest proportions of residents who are economically inactive whilst South Cambridgeshire (34.8%) and East Cambridgeshire (35.3%) have the lowest. In Cambridge this will be driven by the large student population with the presence of University of Cambridge and Anglia Ruskin University. All local authorities saw increases in economic inactivity from Census 2011.

The table below outlines the proportion of the population who were recorded as economically inactive for Census 2021 and Census 2011 split by 16+ and 50+ populations.

Economic inactivity				
Geography	Census 2011		Census 2021	
	16+ Population	50+ Population	16+ Population	50+ Population
Cambridge	40.3%	52.8%	40.5%	50.9%
East Cambridgeshire	31.5%	53.7%	35.3%	54.3%
Fenland	38.7%	61.4%	41.8%	60.5%
Huntingdonshire	31.5%	52.7%	36.0%	55.5%
Peterborough	33.5%	57.6%	36.1%	56.1%
South Cambridgeshire	30.8%	51.0%	34.8%	53.4%
CPCA	34.1%	54.7%	37.2%	55.2%
England	36.4%	58.4%	39.1%	57.5%

Source: ONS

When looking at the 50+ Population a lower proportion of Cambridgeshire and Peterborough 50+ residents are economically inactive (55.2%) compared to nationally (57.5%), with this proportion increasing by +0.5pp from Census 2011. Fenland has the highest proportion of economically inactive 50+ year olds (60.5%) whilst Cambridge has the lowest (50.9%).

The table below outlines the proportion of the population who were recorded as economically inactive due to long term sickness/disability for Census 2021 and 2011 split by 16+ and 50+ populations.

Economic inactivity reason: Long-term sick or disabled				
Geography	Census 2011		Census 2021	
	16+ Population	50+ Population	16+ Population	50+ Population
Cambridge	6.0%	7.0%	6.2%	8.6%

East Cambridgeshire	7.1%	5.0%	7.4%	10.6%
Fenland	10.6%	7.1%	11.1%	8.5%
Huntingdonshire	7.5%	4.8%	7.7%	5.5%
Peterborough	11.6%	8.3%	12.3%	10.9%
South Cambridgeshire	6.1%	3.7%	6.3%	4.5%
CPCA	8.3%	6.0%	8.6%	7.2%
England	10.5%	7.8%	10.4%	8.9%
Source: ONS				

When looking at Long-term sick or disabled prevalence for the 16+ population across the region Peterborough (12.3%) and Fenland (11.1%) stand out as local authorities with higher proportions of residents citing this as a reason for economic inactivity.

When looking at the 50+ population all local authorities have seen an increase in the proportion of residents citing long-term sickness or disability as a reason for economic inactivity. This proportion has increased by +1.2pp between Census 2011 and Census 2021 when looking at Cambridgeshire and Peterborough as a whole.

3.2

To deliver the following external funders are being scoped:

a. The National Lottery:

The National Lottery provides grants for initiatives focusing on community development, education, skills development, and employment. The Combined Authority could develop proposals targeting these areas, emphasizing measures to reduce economic inactivity and promote social inclusion. Examples include funding schemes for community-based training programs, outreach and support for entrepreneurship in deprived areas.

The 'Reaching Communities' fund has no upper limit to funding, and does not require match funding; however, investments need to show value for money and alignment to the fund's overall purposes. Outline proposals are assessed locally for impact and fit generally with 3 months, subject to agreement in principle, full proposals take an average of 6 – 9 months. Potential projects could incorporate;

- Working with community-based partners to deliver early engagement, non-accredited learning, for those furthest from the labour market with low aspiration/confidence to engage in mainstream learning.
- Increasing the availability, and accessibility of structured volunteering as a routeway into the workplace (This could dovetail with ROL platform and other existing local projects).
- 'In work support' for those with multiple and complex barriers to maintain employment or education.
- Investments into local community infrastructure to better support those with challenges in maintaining employment such as those suffering with poor mental health
- Supporting the creation of a volunteering platform and co-ordinators within the CVSs to facilitate and broker opportunities for residents to build their skills and confidence through volunteering.

b. Youth Futures Foundation:

The Youth Futures Foundation supports projects that tackle youth unemployment and economic inactivity. The Combined Authority plans to propose initiatives that specifically target young people who are not in education, employment, or training (NEET). Such projects may include mentorship programs, vocational training, job placement schemes, and outreach initiatives to engage young people. Specific groups of focus could include Care experienced, young offenders and carers. The Police and Crime Commissioner could be approached to partner and provide 'match' funding to strengthen the proposal and align with crime reduction among young people. The fund is not currently receiving applications; however, it would be sensible to start scoping proposals. Further information had been requested to confirm when the next application round will open and guidance in relation to the process. In readiness

c. Department for Work and Pensions (DWP):

The DWP offers various national programmes of funding and support for projects aimed at increasing employment rates, improving employability skills, and reducing worklessness. For

	example, the provision of Job Coaches. There is also the DWP Flexible Support Fund which is a potential source of funding to test different approaches to supporting unemployed residents. For example, bespoke support for 50+, in-work support and work-place mentoring. It is proposed to co-design a bespoke programme for DWP clients
3.3	Members are requested to support the external funding proposals as added value to the courses and mainstream programmes funded by the Adult Education Budget, Free Courses for Jobs and Skills Bootcamps. These externally funded grant funded programmes will provide more flexible approaches including non-accredited and informal opportunities and outreach. It will allow new and innovative methods of engagement to be trialled and progression into employment or formal training courses. Further work to develop the detailed proposals will be undertaken with consultancy support and involve our constituent councils as well as the Councils for Voluntary Service.

4. Appendices

4.1	None
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5. Implications

Financial Implications	
5.1	As these programmes will provide a 'pipeline' of learners into AEB, funding from the AEB Programme Management Budget will be utilised to commission a local bid-writing consultant to work alongside officers and partners to develop the proposals.
Legal Implications	
6.1	Grant funding conditions will need to be reviewed by Legal Services, if the proposals are successful.
Public Health Implications	
7.1	The proposals will have positive impact on public health as learning and employment contributes to better health outcomes. There will also be support for people with health conditions to access and sustain employment.
Environmental & Climate Change Implications	
8.1	The proposals have positive impact for the environment as carbon literacy training will be embedded into the programme design and careers guidance into 'green' pathways and re-training opportunities will be promoted.
Other Significant Implications	
9.1	The proposals have due regard for the Combined Authorities' duties under the Equalities Act 2010 to ensure reasonable adjustments are in place for members of groups with protected characteristics. The activities that will be funded will support equity and inclusion of disadvantaged groups in the labour market.
Background Papers	
10.1	None



Skills & Employment Committee	Agenda Item
5 June 2023	10

Title:	Employment and Skills Board Update
Report of:	Fliss Miller, Assistant Director, Skills
Lead Member:	Councillor Lucy Nethsingha
Public Report:	Yes
Key Decision:	No
Voting Arrangements:	No vote required

Recommendations:

A	The Skills and Employment Committee is recommended to: Note the paper which provides an overview of the recent Employment and Skills Board held on 16 May 2023
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Strategic Objective(s):

The proposals within this report fit under the following strategic objective(s):

x	Achieving ambitious skills and employment opportunities
x	Achieving good growth
	Increased connectivity
x	Enabling resilient communities

1. Purpose

1.1	This paper provides the Skills Committee a summary of the recent meeting of the Cambridgeshire & Peterborough Combined Authority Employment & Skills Board (ESB).
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2. Proposal

2.1	This paper is to provide an update only.
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3. Background

3.1	The last meeting of the ESB was held on the 16 th May 2023.
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3.2	The Board received an overview of the changes to governance arrangements at the Combined Authority as agreed at the Combined Authority Board in March 2023.
3.3	There were two substantive items that the Board considered: <ul style="list-style-type: none"> • A presentation on the developments with the Local Skills Improvement Plan, • A presentation and break out session on Apprenticeships and Technical Education.
3.4	Local Skills Improvement Plan – a presentation was received which provided an update on the early findings and priorities identified within the report. It was acknowledged that engagement with employers was lower than hoped for, although good work- especially with the joining together of the Business representative Organisations was highlighted. The Local Skills Improvement Plan is to be submitted to the Department for Education on 31 st May 2023.
3.5	Apprenticeship and Technical Education Insights – a presentation was received which included data from the Careers and Enterprise Company (CEC). Members were asked to provide insight into the barriers for stakeholders engaging with technical education in the region. Members were also invited to engage with an online poll in the session to provide feedback to CEC and inform wider working.

Item 10

4. Appendices

4.1	None
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5. Implications

Financial Implications

5.1 There are no financial implications.

Legal Implications

6.1 There are no legal implications.

Public Health Implications

7.1 There are no public health implications.

Environmental & Climate Change Implications

8.1 There are no environmental and climate change implications.

Other Significant Implications

9.1 There are no other significant implications.

Background Papers

10.1 None



Skills & Employment Committee		Agenda Item
5 June 2023		11
Title:	Budget and Performance Report	
Report of:	Bruna Menegatti, Finance Manager	
Lead Member:	Councillor Lucy Nethsingha, Chair of the Skills Committee	
Public Report:	Yes	
Key Decision:	No	
Voting Arrangements:	No vote required	

Recommendations:

A	Note the year financial position against budget.
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Strategic Objective(s):

The proposals within this report fit under the following strategic objective(s):

X	Achieving ambitious skills and employment opportunities
X	Achieving good growth
	Increased connectivity
	Enabling resilient communities

1. Purpose

1.1	To provide an update of the financial position for 2022/23 and to provide analysis against the 2022/23 budgets, up to the period ending March 2023
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2. Background

2.1	At the last meeting, the Committee was provided with an analysis of the 2022/23 Skills outturn to the end of December, against the approved annual budget. This report will provide an update to the end of March
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3. Revenue Income & Expenditure

3.1 A breakdown of the Business and Skills Directorate 'Skills Revenue' income for the period to 31 March 2023 is set out in Table 1 below. The Business & Skills Directorate 'Skills Revenue' expenditure is set out in Table 2 below.

Table 1

Skills Grant Income	22/23 Budget £k	Actuals £k	Variance £k	Forecast Outturn £k	Forecast Outturn Variance £k
Adult Education Budget	-11,989	-12,453	-464	-11,989	-464
AEB Level 3	-955	-802	153	-955	153
Career Enterprise Company Funding	-200	-324	-124	-224	-100
Digital Skills Bootcamp	-1,686	-449	1,237	-330	-119
Skills Advisory Panel Grant	-75	-55	20	-75	20
Skills Bootcamp Wave 3	-4,892	-1,225	3,667	-1,926	701
Total Skills Grant Income	-19,797	-15,308	4,489	-15,499	191

3.2 The income received in the year is £4,489k lower than budgeted. The bulk of this variance relates to Skills Bootcamp Wave 3.

3.3 Key variances between actual and the associated annual budget are set out below:

1. Skills Bootcamp Wave 3 accounts for £3,667k of the variance. This reflects the reduction in learners taking part to the programme and the postponement of the commencement deadline by DfE which has allowed the courses to be completed in the next financial year.
2. Digital Skills Bootcamp accounts for £1,237k of the variance. This reflects the challenge of the Training Providers to fund suitable employer to provide learner with suitable job interviews opportunities.

3.4 A breakdown of the Business & Skills Directorate 'Skills Revenue' expenditure for the financial year 2022/23.

Table 2

Skills Revenue Budget	22/23 Budget £k	Actuals £k	Variance £k	Forecast Outturn £k	Forecast Outturn Variance £k
AEB Devolution Programme	10,449	10,965	516	9,917	1,048
AEB Free Courses for Jobs	955	484	-471	507	-23
AEB Innovation Fund - Revenue	629	350	-279	350	0
AEB Programme Costs	367	572	205	367	205
AEB Provider Capacity Building	156	88	-68	88	0
AEB Strategic Partnership Development	196	88	-108	88	0
Careers and Enterprise Company (CEC)	224	240	16	224	16
Changing Futures	60	0	-60	60	-60
Digital Skills Bootcamp	1,785	458	-1,327	297	161
Economic Rapid Response Fund	41	74	33	41	33
FE Cold Spots (rev)	225	0	-225	225	-225
Health and Care Sector Work Academy	2,467	540	-1,927	904	-364
Multiply	1,209	1,082	-127	1,039	43
Skills Advisory Panel (SAP) (DfE)	95	77	-18	40	37
Skills Bootcamp Wave 3	3,640	600	-3,040	176	424
Skills Bootcamp Wave 3 PM costs	274	118	-156	274	-156
Skills Rapid Response Fund	27	-10	-37	27	-37
Total Skills Revenue Budget	22,799	15,726	-7,073	14,624	1,102

3.5	The Actuals for the year 2022/23 as set out in the table above shows an underspend against full year budget of £7,073k. 'Actual' figures are based on payments made and accrued expenditure where known. Item 11
3.6	Key variances between the revenue expenditure and the budget are set out below: <ol style="list-style-type: none"> 1. Skills Bootcamp Wave 3 (£3,040k). This is due to the slower than anticipated learner and employer recruitment. This and the changes in the programme timescale from DfE, which allows the starting of the courses by March 23, when previously this was the end date, have caused the reduction of the spend for the year. 2. Health Care Sector Work Academy (£1,927k). This is due to the programme starting in earnest only in the Autumn and challenge in learners' and employers' recruitments. 3. Digital Skills Bootcamp (£1,327k). This programme also encountered challenges in learners' and employers' recruitments. .

4. Appendices

4.1	Appendix 1 – Performance Dashboard.
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5. Implications

Financial Implications

5.1	There are no financial implications other than those included in the main body of the report.
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Legal Implications

6.1	The Combined Authority is required to prepare a balanced budget in accordance with statutory requirements.
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Public Health Implications

7.1	N/A
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Environmental & Climate Change Implications

8.1	N/A
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Other Significant Implications

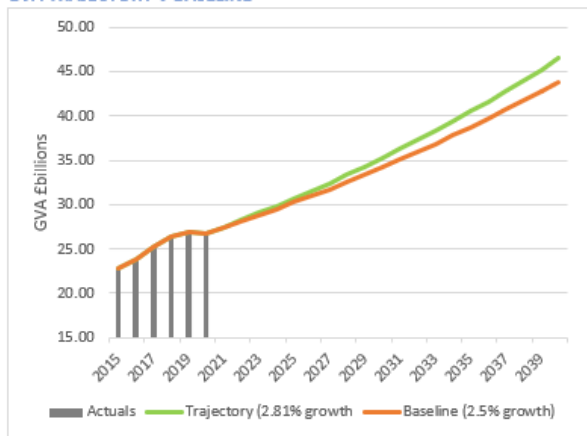
9.1	N/A
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Background Papers

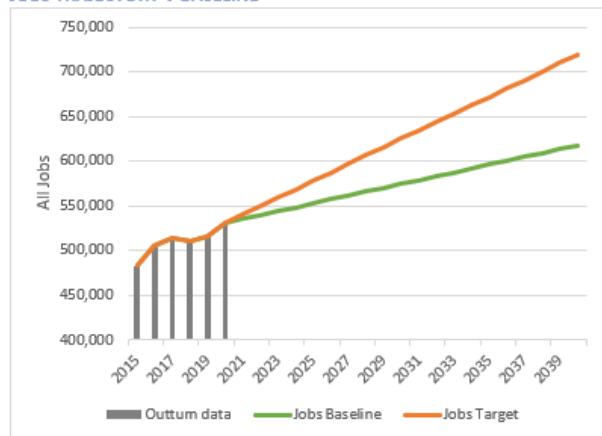
10.1	None
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Combined Authority Performance Dashboard – Devolution Deal Trajectory

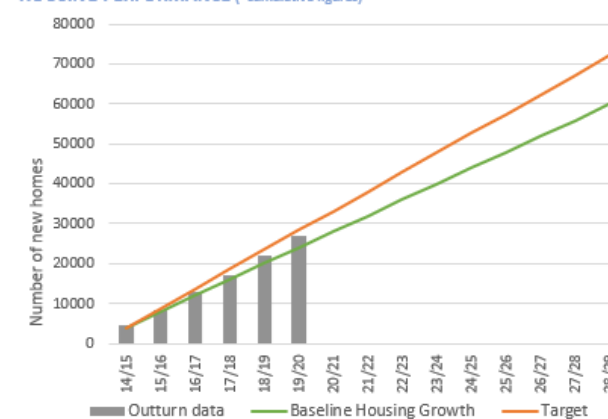
GVA TRAJECTORY V BASELINE



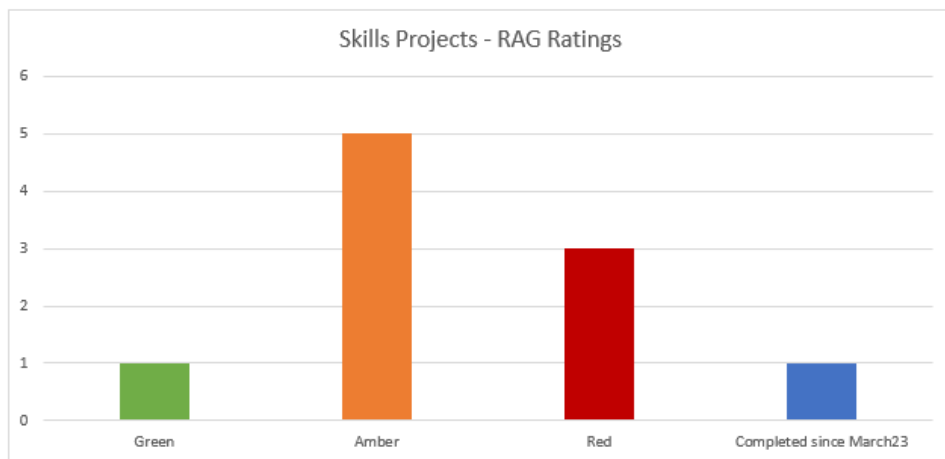
JOBS TRAJECTORY V BASELINE



HOUSING PERFORMANCE (*cumulative figures)



Combined Authority Skills Project Profile:



Skills projects	
Project	RAG status
Adult Education Budget (AEB)	Green
Growth Works (Business Growth Service)	Amber
Business Growth Fund	Amber
University of Peterborough Phase 1	Complete
University of Peterborough Phase 2	Amber
University of Peterborough Phase 3	Amber
Skills Bootcamps Wave 3	Red
Skills Bootcamps Wave 4	Amber
Health & Care Sector Work Academy (HCSWA)	Red
Multiply	Red
Further Education Cold Spots	Not yet reported

Sources:

Baseline: Current trend without Devolution Deal interventions

Outturn data source: GVA and Jobs - Office of National Statistics (ONS);

Housing - Council Annual Monitoring Reports/CambridgeshireInsights.

Data as at the end of April 2023
Data is taken from monthly highlight reports



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

SKILLS COMMITTEE AGENDA PLAN

Updated May 2023

Notes

Committee dates shown in bold are confirmed.
Committee dates shown in italics are TBC.

The definition of a key decision is set out in the Combined Authorities Constitution in Chapter 6 – Transparency Rules, Forward Plan and Key Decisions, Point 11 <http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/CPCA-Constitution-.pdf>

- * indicates items expected to be recommended for determination by Combined Authority Board
- + indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.
The agenda dispatch date is five clear working days before the meeting.

Standing agenda items (shaded blue) are considered at every Committee meeting:

1. **Minutes of previous meeting and Action Log**
2. **Agenda Plan**
3. **Budget and Performance Report**
4. **Employment and Skills Board Update**

Committee date		Agenda item	Report Purpose	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
05/06/23		Minutes & Action Log		Jo Morley	n/a	n/a	26/05/23
	1.	Skills Contract Awards to Independent Training Providers for 2023-24 academic year	To approve AEB, FCFJ, Multiply contract awards for 2023-24 academic year and note Bootcamps contract awards.	Parminder Singh Garcha / Melissa Gresswell	Yes	n/a	
	2.	Health and Social Care Sector Academy – end of contract performance review	To note the end of project performance	Fliss Miller	No	n/a	
	3.	Governance Review and the formation of a new Education Advisory Group	To note the changes to Combined Authority Governance and the creation of the proposed Education Advisory Committee	Jodie Townsend	No	n/a	
	4.	Local Skills Improvement Plan (LSIP)	To receive the LSIP	Laura Guymer	No	n/a	
	5.	External funding proposals	To note external funding proposals being made by the Combined Authority proposal submitted to the National Lottery Community Fund	Parminder Singh Garcha / Alexis McLeod	Yes	n/a	
		Employment & Skills Update		Melissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Menegatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	

Committee date		Agenda item	Report Purpose	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
03/07/23		Minutes & Action Log		Jo Morley	n/a	n/a	23/06/23
	1.	UK SPF – Skills projects and succession Planning for Skills Brokerage Service	To approve proposals for delivery of the Skills Strand of UKSPF	Alexis McLeod	Yes		
	2.	Employment & Skills Strategy Implementation update	To note progress made in implementation of the Employment and Skills Strategy	Fliss Miller	No		
	3.	Growth Works Update	To note the Quarterly progress report	Steve Clarke	No		
	4.	District and Unitary Profiles	To note District and Unitary Employment and Skills Profiles	Parminder Singh Garcha	No		
		Employment & Skills Update		Melissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Mengatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	
04/09/23		Minutes & Action Log		Jo Morley	n/a	n/a	24/08/23
	1.	Findings from AEB 3 Year Impact Evaluation of devolved AEB	To note the impact of devolved AEB to the sub-region and lessons learnt from the first three years of devolution.	Parminder Singh Garcha	No		
	2.	Careers Hub update for 2023/24	To note the delivery focus for 2023/24 academic year	Laura Guymer	No		

Committee date		Agenda item	Report Purpose	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
	3.	FE Coldspots –progress update	To note update on progress	Parminder Singh Garcha			
	4.	ERDF Programme Evaluation	To receive the ERDF programme evaluation and note the findings	Alexis McLeod			
		Employment & Skills Update		Melissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Mengatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	
06/11/23		Minutes & Action Log		Jo Morley	n/a		27/10/23
	1.	All Skills Programme Performance Update for the 2022/23 academic year (incl. Multiply mid-project update)	To note progress of delivery of all skills programmes for academic year 2022/23 and a mid-project progress report for the Multiply programme	Fliss Miller / Parminder Singh Garcha			
	2.	Growth Works Update	To note the quarterly progress report	Steve Clarke			
		Employment & Skills Update		Melissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Mengatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	

Committee date		Agenda item	Report Purpose	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
15/04/24		Minutes & Action Log		Jo Morley			05/01/24
	1.	AEB Annual Report to DfE for 2022/23 academic year	To note performance on AEB delivery for the fourth year of devolution and approve the Annual Report to the DfE which forms part of our local assurance arrangements.	Parminder Singh Garcha			
	2.	ESOL Local Planning Partnerships	To receive the Annual Report from the ESOL Local Planning Partnerships and note the progress made in 2022/23	Parminder Singh Garcha			
		Employment & Skills Update		Melissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Mengatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	
04/03/24	1.	Minutes & Action Log		Jo Morley			23/02/24
	2.	AEB Funding Policy Changes for 2024/25	To approve the implementation of AEB funding policy changes for the 2024/25 academic year.	Parminder Singh Garcha			
	3..	Mid-year Skills Performance Review	To note mid-year performance on all Skills programmes for the 2023/24 academic year	Fliss Miller			
	4.	Growth works evaluation	To receive and note the evaluation findings	Steve Clarke			

Committee date		Agenda item	Report Purpose	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
		Employment & Skills Update		Meiissa Gresswell/ Fliss Miller	No	n/a	
		Budget & Performance Report		Bruna Mengatti	No	n/a	
		Agenda Plan		Jo Morley	n/a	n/a	
10/06/24	1	AEB, FCFJ and Multiply allocations to Independent Training Providers	To approve the funding allocations to ITPs for the 2024/25 academic year	Parminder Singh Garcha			31/03/24

An accessible version of this information is available on request from democratic.services@cambridgeshirepeterborough-ca.gov.uk

Items for Informal Skills Committee:

- Essential Skills Route Map
- Destinations Tracking Project in AEB
- Review of Learner and Learning Support
- Skills Audit Plan
- Skills Comms Plan

- Deeper Devolution
- Directorate Plan
- PAL Implementation
- Additional Funding
- University of Peterborough
- Local Skills Improvement Fund (LSIF)