



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

SKILLS COMMITTEE

Date: Monday, 06 March 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 PE29-3TN**

AGENDA

Open to Public and Press

Part 1: Governance Items

1.1 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 of the items on the agenda, unless it is already entered in the register of members' interests.

1.2 Skills Committee Minutes - 9 January 2023

5 - 24

1.3 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)

Part 2: Recommendations to Combined Authority Board

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Part 4: Date of Next Meeting

5 June 2023

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 Committee comprises the following members:

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

Councillor Lynne Ayres

Councillor Sam Carling

Councillor Lis Every

Councillor Lucy Nethsingha

Councillor Chris Seaton

Councillor Sam Wakeford

Cllr Natalie Warren-Green

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**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Skills Committee

Meeting: Monday 9 January 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 Natalie Warren-Green - South Cambridgeshire District Council

Cllr Chris Seaton - Fenland District Council

Cllr Sam Wakeford - Huntingdonshire District Council

Part 1 - Governance Items

102. Apologies for Absence and Declarations of Interest and Announcements

No apologies received and no declarations of interest were made.

103. Minutes of the Skills Committee meeting on 7 November 2022 and Action Log

The minutes of the meeting on 7 November 2022 were approved as an accurate record.

The Interim Associate Skills Director gave an update on the following actions:

- Action 66a Multiply Local Investment Plan - a letter had been drafted but had paused on sending the letter but that it would be send soon.
- Action 91 Careers Hub Operational Plan – Information on the Steering Group was ready and would be sent following the meeting. The first meeting of the Steering Group was due to take place on 6 March 2023.

A member stated that there had not been any recent updates on the Inward Investment Programme, the last being in November 2022, and sought regular updates on progress in this area. **ACTION REQUIRED**

The action log was noted.

104. Public Questions

No public questions were received.

Part 2 – Recommendations to Combined Authority Board

105. The University of Peterborough Phase 3 Living Lab, Full Business Case

The committee received a report that outlined the Full Business Case for Phase 3 Living Lab, of the University of Peterborough project. The Outline Business Case was first presented and reviewed by the Skills Committee on 17 January 2022. The Full Business Case updated the Outline Business Case for Phase 3 to account for the progress made on clarifying the scope of Phase 3 throughout 2022.

In particular, the presenting officer highlighted:

- The main changes moving from an outline to a full business case were;
 - the addition of the proposed location for the second teaching building adjacent to University House;
 - the strategic objectives of the living lab facility;
 - an update on the national economic impacts and an adjusted economic model on student numbers and further sensitivity testing.
 - Extended the period of analysis of the benefits to 15 years
- The Benefit Cost Ratio still remained high and the commercial and financial assessment demonstrated that the second teaching building, alongside the existing teaching building, remained affordable and deliverable.
- Further work had been done around the assessment of further progress measures and they had been tied into the broader strategic objectives for the delivery of the university and the Combined Authority region. This was outlined in section five of the Full Business Case. Further work was required on the appropriate approach for an ongoing review of governance and monitoring arrangements and discussions between partners had highlighted that the governance process would be carried out through the University's Governing Board, providing progress updates to Skills Committee, Business Board and the Combined Authority Board.
- Work on future investment through the university partners was ongoing and a report would be presented to the Skills Committee in the summer.

- The planning application for phase 3 of the university was approved in December 2022 and phase three of the university still remained deliverable and on target.

Discussing the report members:

- Congratulated officers on the current progress with the university and the numbers that had started courses.
- Queried what was meant by a salary uplift for undergraduates and post-graduates in the economics section on page 26 of the papers, as most students were not salaried. Officers explained that salary uplift was taken into consideration as part of the economic modelling and was what individuals would expect to earn post-graduation. Officers stated that a reduction to the figures had been made due to the current economic climate.
- 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. **ACTION REQUIRED.**
- Queried what work had been carried out in relation to tackling public transport issues and how students would be transported to the university from rural areas in particular. Officers explained that a considerable amount of work had taken place between the university and local transport companies to look at improved ways of transporting students from outlying areas across Cambridgeshire. As part of the Programme Business Case an outline planning application would require the need to co-ordinate infrastructure proposals with the wider transport policies within Peterborough. Officers stated that they would ask ARU Peterborough Colleagues to provide a summary of the work that they had done to date. **ACTION REQUIRED.** Officers explained that a report would be brought back to committee in the summer as part of the overall Programme Business Case. The Interim Associate Skills Director explained that wider discussions were taking place as part of the Local Connectivity and Transport Plan and the Bus Strategy to ensure that skills requirements were fed into the plans.

It was resolved unanimously to:

- 1) Recommend that the Combined Authority Board approve the University of Peterborough Phase 3 Living Lab, Full Business Case.
- 2) Recommend that the Combined Authority Board note the following next steps for the development of a University Programme Business Case:
 - a) In consultation with the University partners and shareholders of PropCo1 and PropCo2, review governance arrangements with a view to developing a programme related governance structure.

- b) Preparation of the Campus Outline Planning Application for the potential future ambition.
- c) Further progress update against progress measures agreed with partners including outline for the University of Peterborough Programme Business Case.

106. Wave Four Skills Bootcamps

The committee received a report that outlined the proposal submitted to the Department for Education in November 2022 for the delivery of the Wave Four Skills Bootcamps in the Combined Authority area. The report outlined the key considerations for taking this work forward.

In particular, the presenting officers highlighted:

- That since the report had been published the Combined Authority had received notification that the bid had been successful and would receive the full amount of £2,878,150.00.
- The Combined Authority had bid for a lesser amount in wave four in comparison to previous waves, due to a slower than anticipated take up by providers and employers.
- Funding for this wave could be used in a range of sectors including digital, construction, technical and logistics and the authority could also use up to 30% on other categories, not outlined in the specification, based on analysis and employer feedback, focused on courses suitable for the local area.
- Officers had engaged with Growth Works with Skills to look at the Employer Needs Analysis and had been reviewing job vacancy data and working closely with Job Centre Plus on referrals for this type of provision.
- Officers were working with procurement and legal colleagues to look at where the authority may wish to extend existing contracts based on job vacancy and employer needs and existing contract performance. Officers were also looking at the further procurement activity required to attract new providers for delivery to start in April 2023.

Discussing the report members:

- Queried whether this wave would be any more successful than the previous waves due to the difficulties with take up. Members questioned whether there was information from business on what the uptake had been so far. Officers clarified that the uptake on courses came largely from individuals rather than through employers. Officers stated that the eligibility criteria was flexible and officers had a breakdown of the figures in relation to employment status. Officers stated that it was mainly larger employers that were taking on the programme. Officers clarified that they were boosting marketing of the

programme and meeting regularly with providers to join up on marketing and promotion.

- Questioned whether officers were happy that the right providers were now in place to deliver the bootcamps and that they could on board new providers. The Interim Associate Skills Director stated that there were still challenges and a number of actions were being undertaken to mitigate some of these issues. She explained that officers were looking at bringing in a Dynamic Purchasing System, which there was an update report on, later on in the agenda, which would bring a flexible approach to contracting. She commented that the authority was also launching a new provider network and changing how the skills team operated, so that every provider would have one contract manager. She explained that as the contracts from the Department for Education were on a twelve-month basis there was still very limited uptake from the college network and none of the local universities had signed up. She stated that she had met the Associate Director of the Department of Education that lead on the programme to outline all of these concerns.
- The Chair sought further information on what was preventing providers from signing up to boot camps. She queried if it was due to the lack of learners or the short-term nature of the contract being awarded. The Interim Associate Skills Director stated that it was still new provision and colleges were very under resourced and budget was tight therefore the scope for innovation was reduced. The short-term nature and the shortage of tutors added to the challenges faced.
- Sought clarity on what the 30% flexibility on sectors spend would be spent on as there was a need in Huntingdonshire for manufacturing training. A member stated that currently the report stated that this would be spent on Care, Project Management and Leadership and Management sectors. Officers explained that these were areas where additional demand had currently been identified but that there was continued work to identify further areas for demand.
- Highlighted that there was already provision for the care sector through the Health and Social Care Sector Work Academy which had proved difficult to get take up.
- Commented that there was an OFSTED report on the progress of Bootcamps which would give a picture of what was happening across the country and queried if the authority were in contact with areas that were currently doing well to understand if there was any learning to take forward. The Interim Associate Skills Director stated that there was an OFSTED Thematic review, this had now been published and would be circulated to members. **ACTION REQUIRED.** She explained that she had sought information from the Regional Director on the areas that were performing well so that she could contact them for a discussion.

It was resolved unanimously to:

- a) Accept the Grant Funding from the Department of Education in the sum of £2,878,150.00, as stated, to deliver Wave Four Skills Bootcamps for the 2023-2024 financial year.
- b) Approve an addition of a corresponding budget for delivery of the Wave Four Skills Bootcamps in the 2023-2024 budget.
- c) Delegate authority to the Interim Associate Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:
 - i. enter into, sign and award grant agreements or awards to training providers to deliver Wave Four Skills Bootcamps with existing providers, where procurement regulations allow and enter into contracts with new providers for Wave Four following an appropriate procurement exercise and
 - ii. where appropriate, extend contracts with existing providers

Part 3 - Delivery

107. Adult Education Budget Annual Return 2021/22

The committee received a report that outlined the third submission of the Adult Education Budget (AEB) Annual Return to the Department for Education (DfE), in respect of the 2021/22 academic year and third year of devolution. This requirement was set out in the Ministry of Housing, Communities and Local Government's (MHCLG) National Growth Assurance Framework (V.4 September 2021). The report also highlighted the additional district-level local participation data from devolved AEB, that would not have been published under the national non-devolved funding model and requested by members at a previous meeting.

In particular, the presenting officers highlighted:

- The return aimed to summarise achievements and demonstrated the momentum to ensure skills programmes devolved the maximum impact to residents, businesses, and communities.
- There was an 8% increase in enrolments and 7% increase in learners with over 10,000 learners signing up.
- A dramatic increase in level 3 courses to over 400 learners and an increase in ESOL.
- Continued work to improve essential skills in the areas of literacy and numeracy and essential digital skills which had remained flat. Officers were developing an essential skills route map to revitalise this work stream
- A breakdown of participation by area was included in the report.

- An external evaluation was in the process of being commissioned to demonstrate the impact of AEB following local control of budget and a report would be brought to committee in June 2023.

Discussing the report members:

- Queried how members would be involved in the external evaluation and how the evaluation would measure the impact of the wider outcomes. Officers explained that they were just in the process of finalising the specification for the external evaluation and were looking to engage an external consultancy to carry out this work.
- Questioned what definition of learners was being used in the evaluation. Officers explained that there was a document that set this definition out and listed the wider outcomes of learning which could be circulated to members. **ACTION REQUIRED.** Officers clarified that learners were included in figures if they had enrolled in the financial year and learners were counted separately for Adult Skills and Community Learning as this related to two separate funding streams. A member commented that the percentage of take up was quite high East Cambridgeshire and she was interested in knowing what the potential of future learners was in the area.
- Queried what the completion rate was across the programme and how it compared to other authorities. Officers explained that there was ongoing work in this area to gather the data as a group of Combined Authorities to carry out benchmarking in this area and there was a data group that had started to look at this. Officers explained there was a question about the methodology and, because of the pandemic years, the achievement data had not been published.
- Sought clarity on why the report stated that there were no environmental implications in relation to the report. The Deputy Monitoring Officer explained that the report was for noting and that the report did not have any direct implications for the environment. Officers explained that environmental impacts were taken into consideration as part of the planning of the programme of courses and that there was funding for carbon literacy courses and retrofit qualifications. Officers explained that they would add environmental implications and impacts into the external evaluation specification. **ACTION REQUIRED**
- 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. **ACTION REQUIRED**
- Sought further information on the impact of think tanks. Officers explained that the think tanks were an annual opportunity to hear from delivery partners and three groups were convened by provider type FE colleges, Independent Training Providers and Adult and Community Learning Providers, as well as

additional scrutiny from national organisations for each provider type. Officers explained it was the second time that the think tanks had been used and it was an early opportunity to discuss future funding policy changes and flexibilities. Officers commented that some of the feedback from the last set of think tanks had been fed into funding policy changes.

- Questioned how many care leavers bursaries had been awarded. Officers explained that the area had been below the national average in relation to the number of care leavers continuing in their education, and coproduction had taken place with the City and County Councils to look at different interventions to improve the numbers. Officers stated that conversations with care leavers had highlighted the need for the introduction of care leaver bursaries and last year was the first year of the bursary. Sixty care leavers had benefitted from the bursary, and this was the only Combined Authority that provided this flexibility and there had been a lot of interest nationally in the scheme. Officers stated that this year there was an enhancement to the bursary to take into account the cost of living.

It was resolved unanimously to:

- a) Approve the Adult Education Budget (AEB) Annual Return for submission to the Department for Education (DfE) for the 2021/22 academic year.
- b) Note the additional local participation data for devolved AEB c) note the three-year Impact Evaluation of AEB that is being commissioned and the request for members to participate.

108. ESOL Local Planning Annual Report

The committee received a report that provided an update on the progress made by the two ESOL Local Planning Partnerships that were established to improve the co-ordination and delivery of ESOL and related provision to improve integration and employment opportunities for refugee and migrant communities.

In particular, the presenting officers highlighted:

- Enrolments to ESOL courses had remained buoyant in 2021-22 with over 1500 learners benefitting
- Highlighted the Cities of Sanctuary Scheme and that Peterborough and Cambridge City Council were members of this network.

Discussing the report members:

- Queried the membership on both partnerships as some of the constituent authorities were not represented. Officers explained that there was a request for membership through the skills committee and had also sent a request out through key officers. A members stated that Cambridge City Council would

be interested, and they would be in touch regarding membership. **ACTION REQUIRED.**

- Noted that there were vacant chair and vice chair roles and queried the process for filling the roles. Officers stated that there had been a recruitment process but that unfortunately not all of the roles had been filled. Officers explained that they would circulate the brief for the roles to members so that they could gauge any potential interest from colleagues. **ACTION REQUIRED**

It was resolved unanimously to:

- a) Receive the ESOL Local Planning Partnerships Annual Report and note the considerable progress made to date.
- b) Note and comment on the key deliverables for the ESOL Local Planning Partnerships for 2023/24.
- c) Note the City of Sanctuary scheme.

109. Mid-year Performance Review of Skills funded provision 2022-23

The committee received a report that provided a summary of the early findings of the first term of delivery of funded provision including Skills Bootcamps, Adult Education Budget, Apprenticeships, Turning Point, Careers Hub and Multiply.

In particular, the presenting officers highlighted:

- The timing of the report had not been quite right, and improvements could be made to the report and once a year could be brought together with the finance monitoring report.
- The success of the turning point project could be taken to an informal skills committee meeting.

Discussing the report members:

- Highlighted that table B on page 180 of the papers was not broken down by district and requested this information be circulated to members. **ACTION REQUIRED**
- The Chair thanked officers for the report and requested that the report come to committee in October and March so before the budget setting process and then at the end of the financial year. Officers agreed to programme the reports on to the forward agenda plan. **ACTION REQUIRED**

It was resolved unanimously to:

Note the current in year performance of Combined Authority funded Skills Programmes.

110. Skills and Labour Market Insights Report

The committee received a report that supported members to make informed judgements and decisions based on timely evidence relating to the local skills supply and labour market. It was proposed to continue to report this evidence to the committee bi-annually at the January and September meetings.

In particular, the presenting officers highlighted:

- Timescales of reporting to both the skills committee and business board would coincide with key data releases.
- Key headlines points in the data highlighted strengths in the labour market both in Cambridgeshire and Peterborough going into a recession and even though vacancies remained high, overall, they had fallen over the last year.
- Up to date Census data would be used when it was released, and more detailed information would be available in the next report.

Discussing the report members:

- Queried whether in the areas were more people were claiming benefits and there were lower wages, particularly in Peterborough, Fenland and East Cambridgeshire, whether wages had gone down further as this was not shown in the data. Officers explained that under the workplace and residential wages section of the report it looked back over the last 10 years and Fenland and Peterborough sat at the lower end of wages compared to other Districts.
- The Chair commented that the report was extremely helpful and something that the whole of the Combined Authority would benefit from, focusing on the economic picture across the Combined Authority area. She commented that the graph that showed the total GDP, showed a significant drop in the Combined Authority area during the pandemic. She commented that it would be helpful to look at the comparison of the Combined Authority area with the regional and national data. She explained that from looking at other data in the report, although there had been a significant impact on UK growth Cambridgeshire and Peterborough had not fared as badly compared to some other areas. She also highlighted the productivity graph and the contrasts between Cambridgeshire and Peterborough and was interested to understand this data further. Officers explained that they would take away comments and speak to Metrodynamics to feedback on both points. **ACTION REQUIRED**

It was resolved unanimously to:

- a) Note and comment on the information in the report which should be used as a guide to inform future decision making; and
- b) Suggest any further additional headline insights for future reports.

111. Budget and Performance Report

The committee received a report that provided an update on the outturn position for 2022/23 and to provide analysis against the 2022/23 budgets, up to the period ending October 2022. The report also included a performance update on Skills projects and a trajectory of expected performance against devolution deal objectives.

Discussing the report members:

- Queried the performance of the two projects that were currently highlighted as red. The Interim Associate Skills Director explained that the first red project referred to Peterborough Phase 2 as new partners were currently being sought for this part of the project , as reported at the last committee meeting and the Health Sector Work Academy, as reported at the last committee meeting, was not going to meet the targets that it had been set.

It was resolved unanimously to:

Note the year-to-date outturn position against budget.

112. Alignment of Procurement and Contracting

The Committee received a report that outlined the implementation of a Dynamic Purchasing System for procuring skills provision with Training Providers under Skills Funded projects where a competitive tendering process was required.

It was resolved to:

Note the implementation of a Dynamic Purchasing System (DPS) for all Skills Funding procurement activity, where a competitive tendering process is required.

113. Skills Committee Agenda Plan

It was resolved to note the agenda plan.



Skills Committee Action Log

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

Minutes of the meeting on 4 July 2022					
Minute	Report title	Lead officer	Action	Response	Status
66.a	Multiply Local Investment Plan	Cllr Nethsingha/Fliss Miller	The Chair stated that she would as Chair contact other Combined Authorities or other Council Networks to highlight to Government that this was not good governance.	Letter being drafted	In progress

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 become available.	In progress
81.a	Multiply - the approach to programme delivery	Parminder Singh Garcha	Requested that prisoners, those that had left care and the armed forces were included in the programme. Officers explained that as they mobilised delivery partners, delivery plans would be developed and a high-level summary of interventions would be produced and reported to the Committee.	On-boarding of the 14 Multiply providers (8 ITPs and 6 Grant providers) across AEB and Multiply is currently underway. A high-level summary of interventions at programme level is included in Table B to the paper. These outputs are being allocated to the 14 providers as part of the project will be shared with Members, once collated.	In progress
81.b	Multiply - the approach to programme delivery	Parminder Singh Garcha	A Member commented that the Cambridgeshire and Peterborough Region of Learning was not included in the list of Strategic Partnerships and this had been mentioned at the Combined Authority Board meeting. He commented that in particular their Digital Badging provided a method for employers to look at how individuals had undertook learning. He requested that the 'Region of Learning' be invited to one of the informal Committee sessions.	A meeting will be arranged with Region of Learning.	In progress

Minutes of the meeting on 7 November 2022

Minute	Report title	Lead officer	Action	Response	Status
91.	Careers Hub Operational Plan	Laura Guymmer	Sought clarity on who would be on the steering group and when it would meet and if there would be cross county representation, and inclusion of a SEND representative. Officers explained that the group had not met yet and that they could circulate further details on the steering group representation.	Information has been circulated.	Closed

Minutes of the meeting on 9 January 2023

Minute	Report title	Lead officer	Action	Response	Status
103.	Minutes of the Skills Committee meeting on 7 November 2022 and Action Log	Fliss Miller	A member stated that there had not been any recent updates on the Inward Investment Programme, the last being in November 2022, and sought regular updates on progress in this area	This is included in the Growth Works paper for the March Skills Committee	Closed
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
105.b	The University of Peterborough Phase 3 Living Lab, Full Business Case	Rachael Holliday	Queried what work had been carried out in relation to tackling public transport issues and how students would be transported to the university from rural areas in particular. Officers explained that a considerable amount of work had taken place between the university and local transport companies to look at improved ways of transporting students from outlying areas across Cambridgeshire. As part of the Programme Business Case an outline planning application would require the need to co-ordinate infrastructure proposals with the wider transport policies within Peterborough. Officers stated that they would ask ARU Peterborough Colleagues to provide a summary of the work that they had done to date.	A briefing note was shared with Committee Members on 27.01.23	Closed

106.	Wave Four Skills Bootcamps	Melissa Gresswell	Commented that there was an OFSTED report on the progress of Bootcamps which would give a picture of what was happening across the country and queried if the authority were in contact with areas that were currently doing well to understand if there was any learning to take forward. The Interim Associate Skills Director stated that there was an OFSTED Thematic review, this had now been published and would be circulated to members..	Here is the link to the Ofsted Thematic Review Publication for members for Minutes '106' from the January 2023 Skills Committee Actions. Skills Bootcamps thematic survey - GOV.UK (www.gov.uk)	Closed
107.a	Adult Education Budget Annual Return 2021/22	Parminder Singh Garcha	Questioned what definition of learners was being used in the evaluation. Officers explained that there was a document that set this definition out and listed the wider outcomes of learning which could be circulated to members.		
107.b	Adult Education Budget Annual Return 2021/22	Parminder Singh Garcha	Officers explained that they would add environmental implications and impacts into the external evaluation specification.		
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.		

108.a	ESOL Local Planning Annual Report	Parminder Singh Garcha	Queried the membership on both partnerships as some of the constituent authorities were not represented. Officers explained that there was a request for membership through the skills committee and had also sent a request out through key officers. A members stated that Cambridge City Council would be interested, and they would be in touch regarding membership.		
108.b	ESOL Local Planning Annual Report	Parminder Singh Garcha	Noted that there were vacant chair and vice chair roles and queried the process for filling the roles. Officers stated that there had been a recruitment process but that unfortunately not all of the roles had been filled. Officers explained that they would circulate the brief for the roles to members so that they could gauge any potential interest from colleagues.		
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
109.b	Mid -year Performance Review of Skills funded provision 2022-23	Fliss Miller	The Chair thanked officers for the report and requested that the report come to committee in October and March so before the budget setting process and then at the end of the financial year. Officers agreed to programme the reports on to the forward agenda plan.	This has now been included on the Forward Plan	Closed

110.	Skills and Labour Market Insights Report	Laura Guymer	<p>The Chair commented that the report was extremely helpful and something that the whole of the Combined Authority would benefit from, focusing on the economic picture across the Combined Authority area. She commented that the graph that showed the total GDP, showed a significant drop in the Combined Authority area during the pandemic. She commented that it would be helpful to look at the comparison of the Combined Authority area with the regional and national data. She explained that from looking at other data in the report, although there had been a significant impact on UK growth Cambridgeshire and Peterborough had not fared as badly compared to some other areas. She also highlighted the productivity graph and the contrasts between Cambridgeshire and Peterborough and was interested to understand this data further. Officers explained that they would take away comments and speak to Metrodynamics to feedback on both points</p>	<p>Metro have confirmed they are in the process of updating the report to include comparators and will include further commentary to improve the report. Where the requested information is in existence it will be added to the main report.</p>	Closed
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**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 2.1

Adult Education Budget – Grant Funding Allocations and Policy Changes for 2023/24 Academic Year

To:	Skills Committee
Meeting Date:	6 March 2023
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Lead Member for Skills
From:	Parminder Singh Garcha, Senior Responsible Officer – Adult Education
Key decision:	Yes
Forward Plan ref:	2022/076
Recommendations:	<p>The Skills Committee is requested to:</p> <ul style="list-style-type: none">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) 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%.

Voting arrangements: A simple majority of all Members present and voting.

1. Purpose

1.1 This report aims to seek authority from the Combined Authority Board to:

- Approve funding allocations from the devolved Adult Education Budget totalling £10,300,000 and Free Courses for Jobs totalling £725,000 for each of the academic years 2023/24 and 2024/25.
- Approve funding allocations from Multiply totalling £1,100,000 for each of the financial years 2023/24 and 2024/25.
- Delegate authority to the Interim Associate Director for Skills to sign grant funding agreements with Learning Organisations set out in Appendix A and authority to vary, based on performance for up to 25 per cent of the value as required.
- Approve the adoption of the banded skills funding policy change being implemented by the Department for Education in 2024/25 and the local flexibilities in Appendix C.
- Approve the increase to the AEB top slice to 5%.

1.2 'Learning Organisations' is an umbrella term used in this report and the Combined Authority's Funding Rules to refer to the following organisation type: Further Education Colleges, Adult and Community Learning Services delivered by local councils and Specialist Designated Institutes.

2. Background

2.1 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 (NSF). Funding of **£12,054,361** (2022/12: £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 a forecast of c£2m of underspend carried forward from previous years: an available budget of £15m to allocate.

2.2 The positive news is that funding for AEB has increased by **£76,639.00** following DfE's decision to devolve funding for 19-24 Traineeships from 2023/24, to devolved authorities. Learning Organisations will submit proposals for 19-24 Traineeship delivery as part of the Annual Planning process. However, DfE have reduced the funding allocation for FCFJ by c£143K due to under-delivery. The final outturn for 2021/22 was £702,410 from an allocation of £833,622. DfE are committed to the FCFJ programme and eventually consolidating this into the new Skills Fund. Therefore, it is imperative that Learning Organisations grow this offer during 2023/24 to increase our overall funding for skills.

2.3 For the current academic year, 2023/24, the Combined Authority has commissioned six colleges, two local authority adult learning institutes and one specialist designated institute for £10m of AEB and £545,000 of FCFJ. A further 16 Independent Training Providers (ITPs) are contracted to deliver £4.25m of AEB and NSF. Details of funding allocations to providers are published on the Combined Authority's website and were tabled at the September 2022 committee and board meetings. This report focuses on the **negotiated**

funding allocations process for grant funded Learning Organisations, which equates to 80 per cent of the Combined Authority’s AEB and FCFJ funding. The funding allocations for Independent Training Providers will be considered at the June 2023 committee.

- 2.3 All grant funded colleges and adult education institutes received their baseline funding allocation for the 2023-34 academic year by the end of December 2022, in line with our published Business Cycle. During February, meetings with Learning Organisations were held to discuss funding allocations for 2023/24.
- 2.4 Funding allocations for Multiply were made to Learning Organisations based on a funding formula and approved at the Combined Authority Board on 31 August 2022 up to the end of the financial year 2022/23. Learning Organisations have now mobilised delivery and the Year 2 delivery plan has been submitted to the DfE, it is proposed to make allocations for the remaining two financial years. This will ensure that Learning Organisations have surety of funding and the confidence to deliver at pace. These are set out in Appendix A and are subject to confirmation from DfE.

2.5 Funding Policy Changes

The Department for Education as part of its Accountability and Funding Reforms is seeking to introduce the following changes:

- Creation of a new Skills Fund (incorporating AEB, FCFJ and 19-24 Traineeships)
- Introduction of new adult skills funding rates and five funding bands for 2024 to 2025
- Changes to the definitions of Community Learning
- Accountability Agreements

Further detail of these proposals is set out in Appendix C. It is recommended that the Combined Authority adopts the changes to streamline the funding system and reduce administrative burden on Learning Organisations. It is proposed to work with local Learning Organisations to phase-in these changes to allow a smoother transition.

2.6 Local Flexibilities

Under our 2016 devolution agreement, the Combined Authority has the power to set its own policies and funding rules, which may deviate from the national AEB funding rules determined by the Education and Skills Funding Agency (ESFA). Our policy intent is to better direct and align our local funding policies to deliver priorities in our Employment and Skills Strategy, which was approved by the Skills Committee and Combined Authority Board in January 2022.

During the first four years of devolution, the Combined Authority has implemented a comprehensive package of funding policy changes and flexibilities to widen participation and encourage more citizens to access learning opportunities

Entitlement to fully funded first full level 2 qualification for citizens regardless of age
Fully funding eligible first level 3 qualifications regardless of age
Fully funding second level 3 qualifications for the unemployed. To enable in-work progression or transition to a growth or foundational sectors
Entitlement to fully funded English for Speakers of Other Languages (ESOL) qualifications plus delivery in the work-place

Funding uplift for learners living in the 20% most deprived postcodes in the sub-region, based on the Index of Multiple Deprivation 2019
Low Wage Scheme – raising the threshold from c£17K to £21K before fees become payable for adult learning courses (unless eligible for other fee-remission)
Youth Offer – providing funding for enrichment for 19–24-year-olds who have not achieved level 3 to enhance the programme of study and support for them
Funding for Level 4 qualifications in growth and foundational sectors
Bursary of £1200 for Care Leavers aged 19-22, living independently to sustain and progress in learning. Support for independent living skills, travel and meals.
Fund ESOL teacher training courses to build capacity (at level 5)
Fund Carbon Literacy courses to improve public awareness of environmental sustainability
Fund licences to practice (e.g., CSCS Card and HGV driver licences)
Fully fund courses for veterans and families under the Armed Forces Covenant.

College principals and the Association of Colleges have been lobbying nationally for an increase to funding rates to support the further education sector with inflationary pressures and real-terms reductions in funding since 2010. Other devolved authorities including GLA and WMCA have increased funding rates in response. Given the Combined Authority's flat annual settlement for AEB of c£12m, it would be challenging to implement a blanket increase in rates, given the introduction of the new DfE banded funding rates. The targets within the Combined Authority's Skills Strategy are predicated on increasing participation and increasing delivery of more expensive level 3 courses. A blanket increase in funding rates in 2023/24 will necessitate a decrease in participation and the potential removal of courses.

An alternative which seeks to provide some relief for learning organisations and additional funding in 2023/24, while the new banded funding system is introduced for 2024/25 is proposed. This approach continues with existing flexibilities and phased implementation of the national changes and additional funding that supports implementation of strategy:

- Increase funding rates for Essential Skills qualifications by 10 per cent (English, maths, and Essential Digital Skills - entitlements).
- Incentivise first full level two by providing a 10 per cent top-up to enhance the support to learners.
- Increase the targeting and support for residents in the relative most deprived areas of the sub-region, by doubling the local uplift from 4 per cent to 8 per cent.

2.7 Programme Management

Currently, 3.4 per cent of the annual devolved AEB is used as a 'top-slice' for programme management. This funds four FTE posts, corporate service functions, provider audits, data analysis services and non-pay costs. Given inflationary pressures, the Combined Authority's wider Improvement Plan and increasing demands from DfE and DHLUC for monitoring and reporting, it is proposed to increase to 5 per cent. This will enable inflationary pressures plus additional resourcing. In particular, the increased contract management, compliance, and assurance functions for the portfolio of 25 Learning Organisations and Training Providers that are now commissioned.

Significant Implications

3. Financial Implications

- 3.1 The DfE have confirmed the devolved Adult Education Budget and Free Courses for Jobs funding for the academic year 2023/24 as set out in paragraph 2.1 above. Funding for Multiply for 2023/24 and 2024/25 academic year have not been confirmed, but our Investment Plan has been accepted by DfE and an overall allocation of c£4m.
- 3.2 The Combined Authority's AEB Funding Rules expect 100% delivery of the grants. Therefore, unspent AEB is recovered at the end of the academic year following reconciliation and 'recycled' back for redistribution. This mitigates the risk of over-allocating funding at this stage, to Learning Organisations.

4. Legal Implications

- 4.1 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.
- 4.2 The Combined Authority discharges its devolved adult education functions in line with the DfE Statutory Guidance for Combined Authorities (July 2018).
- 4.3 An assessment of the risks and benefits of the Combined Authority adopting Accountability Agreements with Learning Organisation, in line with the DfE's national reforms requires further work.

5. Public Health implications

- 5.1 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.

6. Environmental and Climate Change Implications

- 6.1 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 are also funded by AEB and FCFJ.

7. Other Significant Implications

- 7.1 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.

- 7.2 Within their funding allocation, all colleges and adult learning institutes 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.

8. Appendices

- 8.1 Appendix A – Proposed Funding Allocations for AEB, FCFJ and Multiply
Appendix B – Funding Policy Changes
Appendix C - Local Funding Policy Changes

9. Background Papers

- 7.1 [DfE Policy Changes to Adult Skills Funding Rates](#)

Appendix A: Proposed Adult Education Budget (AEB), Free Courses for Jobs (FCFJ) and Multiply funding allocations

TABLE A: Proposed Allocations for 2023/24

Learning Organisation	AEB 2023/24 academic year	FCFJ 2023/24 academic year	Multiply 2023/24 financial year	TOTAL
Bedford College	£ 150,000.00	£ 30,000.00	£ -	£ 180,000.00
Cambridge Regional College	£ 2,600,000.00	£ 120,000.00	£ 150,000.00	£ 2,870,000.00
Cambridgeshire County Council (Cambridgeshire Skills)	£ 2,000,000.00	£ 200,000.00	£ 200,000.00	£ 2,400,000.00
Inspire Education Group (Peterborough & Stamford Colleges)	£ 2,500,000.00	£ 150,000.00	£ 170,000.00	£ 2,820,000.00
North Hertfordshire College	£ 100,000.00	£ -	£ -	£ 100,000.00
Peterborough City Council (City College)	£ 1,650,000.00	£ 75,000.00	£ 405,000.00	£ 2,130,000.00
The College of West Anglia	£ 500,000.00	£ 50,000.00	£ 75,000.00	£ 625,000.00
West Suffolk College	£ 500,000.00	£ 100,000.00	£ 100,000.00	£ 700,000.00
Workers Education Association (WEA)	£ 300,000.00	£ -	£ -	£ 300,000.00
TOTALS	£ 10,300,000.00	£ 725,000.00	£ 1,100,000.00	£ 12,125,000.00

TABLE B: Proposed Allocations for 2024/25

It is proposed to maintain the same allocations for the 2024/25 academic year (and financial year for Multiply), **subject to DfE confirmation**. Local Learning Organisations are being provided with a two-year settlement to provide certainty over funding settlements and enable effective curriculum planning and resourcing.

Learning Organisation	AEB 2024/25 academic year	FCFJ 2024/25 academic year	Multiply 2024/25 financial year	TOTAL
Bedford College	£ 150,000.00	£ 30,000.00	£ -	£ 180,000.00
Cambridge Regional College	£ 2,600,000.00	£ 120,000.00	£ 150,000.00	£ 2,870,000.00
Cambridgeshire County Council (Cambridgeshire Skills)	£ 2,000,000.00	£ 200,000.00	£ 200,000.00	£ 2,400,000.00
Inspire Education Group (Peterborough & Stamford Colleges)	£ 2,500,000.00	£ 150,000.00	£ 170,000.00	£ 2,820,000.00
North Hertfordshire College	£ 100,000.00	£ -	£ -	£ 100,000.00
Peterborough City Council (City College)	£ 1,650,000.00	£ 75,000.00	£ 405,000.00	£ 2,130,000.00
The College of West Anglia	£ 500,000.00	£ 50,000.00	£ 75,000.00	£ 625,000.00
West Suffolk College	£ 500,000.00	£ 100,000.00	£ 100,000.00	£ 700,000.00
Workers Education Association (WEA)	£ 300,000.00	£ -	£ -	£ 300,000.00
TOTALS	£ 10,300,000.00	£ 725,000.00	£ 1,100,000.00	£ 12,125,000.00

Appendix B: National AEB Funding Policy Changes

1. National DfE Funding Changes

- 1.1 Following a second consultation during the Autumn, the DfE consulted on the reforms within 'Skills for jobs: [Implementing a new further education funding and accountability system](#)' and to date, have announced changes to the funding of adult skills:
- for academic year 2024/25, introduction of the Skills Fund (amalgamating AEB, FCFJ and 19-24 Traineeships)
 - for academic year 2023/24, introducing a new flexibility for funding 'innovative provision' into the adult education budget (AEB) funded by ESFA
 - for academic year 2024/25, introducing new 'banded' funding rates that will apply to the ESFA Skills fund which will encompass AEB
 - changes to Community Learning provision types, from four to eight.

These proposals are part of the further education (FE) funding and accountability reforms, aiming to maximise value for money by simplifying funding and focussing on employment outcomes that support better economic growth. The DfE expects that Learning Organisations will change their mix of provision to better meet skills needs and drive the economy. A formal response to the second DfE consultation is due in Spring 2023

1.2 The Skills Fund

The Combined Authority welcomes the introduction of the Skills Fund. We plan to rename and phase-out the name 'AEB' in our documents and reports over the 2023/24 academic year, in readiness for the new Skills Fund in 2024/25. We welcome the amalgamation of 19-24 Traineeships and will look to commission with existing learning organisations.

1.3 Flexibility for 3 per cent of AEB to be used for Innovative provision

Given the Combined Authority has already created a Local Innovation Fund (LIF) since the 2020/21 academic year, it is proposed **not** to adopt this policy, to allow up to three per cent of grant allocation for 'innovative' provision, in partnership with local employers, that meets emerging employer need. Existing arrangements for our LIF funding via the Skills Committee's governance, that align to our strategy will continue, with £500,000 allocated for the 2023/24 financial year.

1.4 Community Learning Objectives

Changes to the objectives for Community Learning will be implemented in 2024/25. We are continuing to work with Learning Organisations to improve the data collection for Community Learning via the Individualised Learner Record, for implementation in academic year 2023/24.

- 1.5 DfE propose to change the existing four provision types (Personal and Community Development Learning; Family English, Maths and Language; Wider Family Learning; and Neighbourhood Learning in Deprived Communities) and will instead collect data on the primary purpose of the provision. The seven new purpose types are based on the current Community Learning objectives, and are:

- Engaging and/or building confidence

- Preparation for further learning
- Preparation for employment
- Improving essential skills (English, ESOL, maths, digital)
- Equipping parents/carers to support children’s learning
- Health and well-being
- Developing stronger communities

DfE will continue to identify family learning and a new field, ‘Adult Family Learning’, will capture this information. The Combined Authority supports the policy intent to improve reporting with clearer descriptors and the demonstration of impact of Community Learning.

We are in discussion with HOLEX and other Combined Authorities regarding the best approach to support our local Learning Organisations with the transition to the new system, which we support. We expect the new Community Learning descriptors and improved data capture, will improve reporting to the Skills Committee of the impact and benefit of Community Learning, but support for our learning organisations to implement this will be needed.

1.6 Banded funding rates

It is proposed to adopt the new banded funding rates for adult provision from 2024/25 when the Skills Fund is introduced. This will ensure that we are prepared for implementation by signalling our intentions to local Learning Organisations. The benefit of banded funding is to reduce administration and simplify the system for learning organisations, so they do not have to maintain separate funding systems.

1.7 There will be five new skills funding bands with sector subject areas (SSAs) at tier 2 level assigned to one of these bands. The [list of sector subject areas with the new skills funding bands and hourly rates](#), reproduced in Table 1 and 2 below, sets out the assignment for each SSA. Each of the skills funding bands will have its own hourly funding rate which will be used to calculate the funding for individual qualifications. DfE have set the new hourly funding rates so that the average base rate in the current system (that is the average funding before programme weighting is applied) through the new base rate of £6.00 per hour is maintained.

The SSAs in the higher funding bands are those in areas of greatest skills needs and/or with higher cost of delivery. DfE has modelled that the new funding rates will give these qualifications a significant funding boost.

Table 1: Skills funding rates by band

New skills funding band	Base	Low	Medium	High	Specialist
New hourly skills funding rate	£6.00	£7.20	£8.40	£9.60	£12.00

Table 2 - Sector subject areas with the new skills funding bands

SSA tier 2	SSA description	Skills funding band
1.1	Medicine and Dentistry	Medium
1.2	Nursing and Subjects and Vocations Allied to Medicine	Medium
1.3	Health and Social Care	Medium
1.4	Public Services	Low
1.5	Child Development and Well Being	Low
2.1	Science	Medium
2.2	Mathematics and Statistics	Low
3.1	Agriculture	Specialist/High
3.2	Horticulture and Forestry	Specialist/High
3.3	Animal Care and Veterinary Science	Specialist/High
3.4	Environmental Conservation	Medium
4.1	Engineering	High
4.2	Manufacturing Technologies	High
4.3	Transportation Operations and Maintenance	High
5.1	Architecture	Medium
5.2	Building and Construction	High
5.3	Urban, Rural and Regional Planning	Medium
6.1	ICT Practitioners	Medium
6.2	ICT for Users	Medium
7.1	Retailing and Wholesaling	Low
7.2	Warehousing and Distribution	Low
7.3	Service Enterprises	Low
7.4	Hospitality and Catering	Medium
8.1	Sport, Leisure, and Recreation	Low
8.2	Travel and Tourism	Base
9.1	Performing Arts	Low
9.2	Crafts, Creative Arts and Design	Medium
9.3	Media and Communication	Low
9.4	Publishing and Information Services	Low
10.1	History	Base
10.2	Archaeology and Archaeological Sciences	Low
10.3	Philosophy	Base
10.4	Theology and Religious Studies	Base
11.1	Geography	Low
11.2	Sociology and Social Policy	Base
11.3	Politics	Base
11.4	Economics	Base
11.5	Anthropology	Base
12.1	Languages, Literature and Culture of the British Isles	Base
12.2	Other Languages, Literature and Culture	Base
12.3	Linguistics	Base
13.1	Teaching and Lecturing	Low
13.2	Direct Learning Support	Low
14.1	Foundations for Learning and Life (excluding Functional Skills)	Base
14.2	Preparation for Work	Base
15.1	Accounting and Finance	Low
15.2	Administration	Base
15.3	Business Management	Low
15.4	Marketing and Sales	Base
15.5	Law and Legal Services	Base

Note: For Ofqual regulated individual qualifications, the funding rates can be determined by multiplying the hourly rate for the SSA, by the guided learning hours (GLH) the awarding organisation assigned to the qualification.

1.8 Policy Exceptions to the DfE Banded Funding:

The following exceptions will remain for some qualifications given their policy importance:

- English GCSE is included within the low funding band rather than the base funding rate band
- Functional skills in English entry level, level 1 and level 2, will continue to receive a current policy rate of £724
- Functional skills in maths entry level, which will be funded at the current policy rate of £941, and level 1 and level 2 at £724
- Functional skills in ICT currently have a policy rate of £336 which will end on 31 July 2023. We will treat the new digital qualification as if it is in the ICT for users SSA from 2024 to 2025, meaning the funding rate for the new digital functional skills qualifications will increase to £462.

Access to higher education will be funded in line with the new skills funding rates according to the SSAs the qualifications are in.

2.1 Appendix C – Local Funding Changes for 2023/24

The following changes to funding policy are proposed for the 2023/24 academic year:

1. Proposed increase to the AEB Top Slice from 3.4% to 5%
2. Implementing a 10% funding uplift for Essential Skills and First Level 2 qualifications
3. Doubling local disadvantage uplift for deprived areas from 4% to 8%
4. Increasing the threshold of the Low Wage Scheme to £22,000
5. Increasing the Care Leavers Bursary to £1,500 from £1,200.

AEB PROGRAMME MANAGEMENT – 'TOP-SLICE'

Currently, 3.4% of the Adult Education Budget (AEB) is utilised for programme delivery of devolved functions within the Combined Authority. This is used to fund four full time equivalent posts and recharges for corporate functions to manage the programme. In addition, data analysis, provider audit and quality assurance, marketing, and communications.

Given the Combined Authority's corporate Improvement Plan and increased regulatory expectations of funders and stakeholders and internal quality processes, additional staffing resourcing is required to discharge these duties effectively to the standard required. Members are requested to approve the increase to the top slice for 2023/24 academic year onwards as shown below:

Academic year	AEB Allocation	Top-slice	Programme Management
2022/23	£11,977,722	3.4%	£407,242
2023/24	£12,054,361	5%	£602,718

Cambridgeshire and Peterborough receive the smallest AEB allocation of all Mayoral Combined Authorities at c£12m. West of England Combined Authority is the closest at c£15m, with a top-slice of 4% and with less learning organisations to manage.

Implement a 10% increase to Essential Skills qualifications and First Full Level 2

For 2023/24 academic year, it is proposed to introduce an additional 10% uplift to Adult Skills funding under at least one of the following categories:

- All first full level 2s under the legal entitlement
- All English and maths learning which is fully funded under the legal entitlement plus Basic Skills English and maths qualifications

FIRST FULL LEVEL 2

The following table shows the number of enrolments and amount of additional funding generated by applying a 10% uplift to all those learning under the First Full Level 2 Legal Entitlement.

Proposed Change applied to 2021/22 Funding – 10% Uplift to funding generated by learning under the First Full Level 2 Entitlement			
Number of Applicable Enrolments	Additional Adult Skills Funding Generated	Total Adult Skills Funding spent on First Full Level 2	% Increase due to policy change
40	£9,987.13	£123,141.00	+9%

The additional 10% uplift would have generated £9,987.13 additional funding. However, it is expected that this policy will provide additional funding for full level 2, encouraging learning organisations to increase provision for first full level 2.

ENGLISH AND MATHS – ALL BASIC SKILLS

The following table shows the number of aims and amount of additional funding generated by applying a 10% uplift to all those taking an English or Maths basic skills qualification, including those which fall under the legal entitlement

Proposed Change applied to 2021/22 Funding Values – 10% uplift to funding generated by all English and Maths Basic Skills Qualifications				
Basic Skills Category	Number of Enrolments	Additional Adult Skills Funding Generated	Total Adult Skills Funding spent on English and Maths Basic Skills – With Change	% Increase due to policy change
English	1,172	£78,123.88	£898,077.85	+10%
Maths	988	£60,819.97	£719,502.97	+9%
Total	2,160	£138,943.85	£1,617,580.82	+9%

Overall, the change would have generated £138,943.85 additional Adult Skills spend. 56% of this spend would have been on English basic skills.

For planning purposes, given the strategic focus to increase the number of residents with first full level 2, English and maths, it is estimated the funding uplifts could generate c£250,000 extra funding for learning organisations in 2023/24.

- **Doubling local disadvantage uplift for deprived areas from 4% to 8%**

A disadvantage uplift for those living in the more relatively deprived areas of the country is based on the Indices of Multiple Deprivation 2019 and is applied to the Lower Layer Super Output areas defined by the 2011 Census.

- For 2021/22, within Cambridgeshire and Peterborough 165 Lower Layer Super Output Areas (LSOAs) have some form of disadvantage uplift (34% of all Cambridgeshire and Peterborough LSOAs). Out of these 52 are in Fenland (95% of all Fenland LSOAs), 70 are in Peterborough (63% of all Peterborough postcodes)
- An area cost uplift for those areas which have a higher-than-normal cost of delivery - All of the postcodes within the Cambridgeshire and Peterborough Area have an Area Cost Uplift of 1.02.

From the 2021/22 academic year Cambridgeshire and Peterborough increased the disadvantage uplift to those who live in the 30% most relatively deprived areas overall and 40% most relatively deprived areas for Adult Skills by four percentage points above the Education and Skills Funding Agency set values.

This affects all Adult Skills Funded learning aims starting in that academic year and later. It does not include those aims which are part of the Free Courses for Jobs offer where the original Education and Skills funding agency value for the uplift is used.

For the 2022/23 Academic Year Cambridgeshire and Peterborough will propose to double this uplift for these same areas to 8 percentage points higher than the Education and Skills Funding Agency values.

APPLICABLE AREA OF CAMBRIDGESHIRE AND PETERBOROUGH

The following table shows what proportion of 2011 Census Lower Layer Super Output Areas (LSOAs) across the CPCA area are applicable for the Disadvantage Uplift in 2021/22

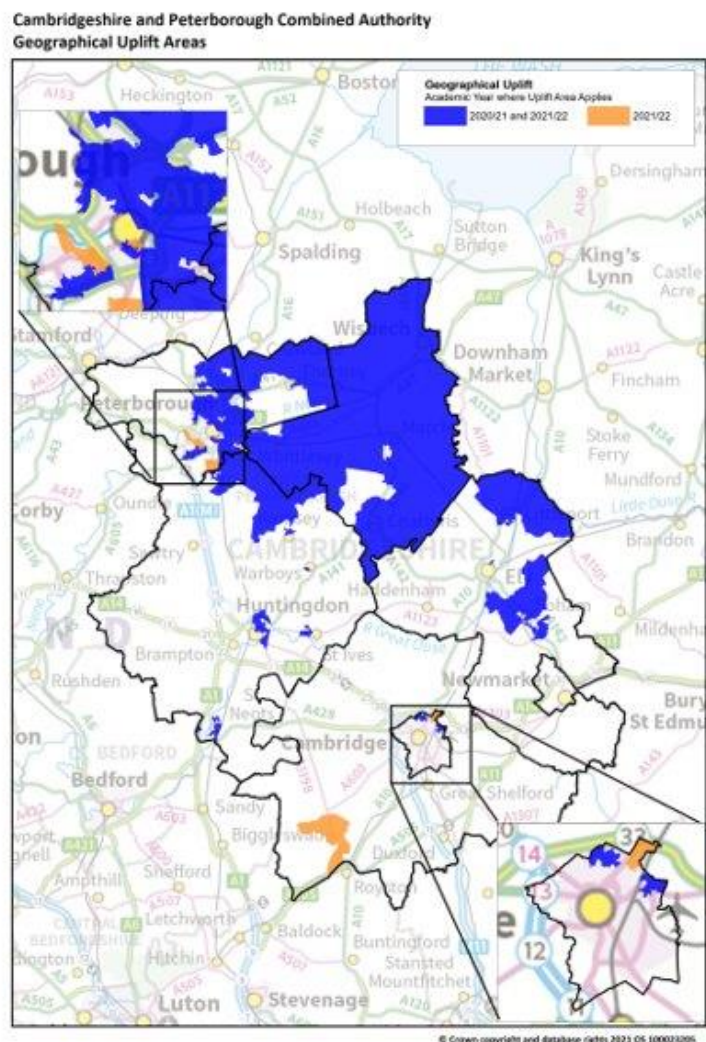
Lower Layer Super Output Areas (2011) where the CPCA Disadvantage Uplift Applies					
District	All LSOAs (2011)		LSOAs (2011) for CPCA Disadvantage Uplift		
	Number of LSOAs (2011)	% of Total LSOAs (2011) in CPCA Area	Number of LSOAs (2011)	% of Total LSOAs (2011) in District	% of Total LSOAs Applicable for Uplift
Cambridge	69	14%	9	13%	5%
East Cambridgeshire	50	10%	9	18%	5%
Fenland	55	11%	52	95%	32%
Huntingdonshire	105	22%	24	23%	15%
Peterborough	112	23%	70	63%	42%
South Cambridgeshire	96	20%	1	1%	1%
Total	487	100%	165	34%	100%

Source - Education and Skills Funding Agency

Fenland and Peterborough are the areas where a majority of LSOAs (95% and 63% respectively) are eligible for the uplift

There are pockets within all other districts in wider Cambridgeshire and Cambridge city.

The map to the right shows the areas of Cambridgeshire and Peterborough where the disadvantage uplift applies



2021/22 – FUNDING IN DISADVANTAGE UPLIFT AREAS

The table below shows how many adult skills enrolments for the 2021/22 year were eligible for the disadvantage funding uplift based on the learner's postcode of residence and the amount of Adult Skills Funding spent on these enrolments.

2021/22 – Enrolments and Adult Skills Funding in Disadvantage Uplift Applicable Areas					
Local Authority of Learner Residence	Number of Adult Skills Enrolments	Number of Enrolments in Uplift Areas	% of Total Enrolments	2021/22 Adult Skills Funding in Uplift Areas	% of Total Adult Skills Spend in Area
Cambridge	1,760	304	17%	£250,346.98	22%
East Cambridgeshire	662	134	20%	£72,361.66	18%
Fenland	1,450	1,297	89%	£859,344.88	87%
Huntingdonshire	1,832	538	29%	£336,780.34	29%
Peterborough	6,317	4,813	76%	£3,100,172.14	76%
South Cambridgeshire	1,367	XX	1%	£8,950.66	1%
Unknown	XX	0	0%	£0.00	0%
Total	13,392	7,093	53%	£4,627,956.81	54%
Source – Individualised Learner Record 2021/22 (R14), Education and Skills Funding Agency					

- Overall, 53% of Adult Skills enrolments for 2021/22 were for learners who lived in uplift eligible areas, and they made up a similar proportion (54%) of spend.
- The areas with the highest proportion of aims which would fall into the uplift category are Peterborough and Fenland where a majority of the 2021/22 enrolments were eligible for a disadvantage uplift (76% for Peterborough and 89% for Fenland). Whilst Fenland had a higher proportion of enrolments that would have been eligible Peterborough had the highest number of actual enrolments at 6,317.

INCREASING THE UPLIFT TO 8 PERCENTAGE POINTS HIGHER THAN THE ESFA FUNDING VALUES

The following table estimates the additional funding generated for each area in 2021/22 if the disadvantage uplift was increased to 8 percentage points higher than the Education and Skills funding agency level, rather than 4 percentage points.

As with the original changes to the uplift, the estimation of this funding has only been applied to learning which started in 2021/22 and is not a part of the Free Courses For Jobs offer.

Impacts of Proposed Change on 2021/22 Funding – Disadvantage 8 Percentage Points above ESFA Values					
Local Authority of Learner Residence	Additional Funding Generated by Funding Change	Total Funding in Disadvantage Uplift Areas	% Increase in Disadvantage Uplift Areas due to Funding Change	% Increase in total Adult Skills Funding due to Funding Change	% of Adult Skills Funding Spent in Disadvantage Uplift Areas
Cambridge	£8,325.50	£258,672.48	3.3%	0.7%	23%
East Cambridgeshire	£2,950.96	£75,312.62	4.1%	0.7%	18%
Fenland	£31,454.61	£890,799.49	3.7%	3.2%	88%
Huntingdonshire	£12,528.98	£349,309.32	3.7%	1.1%	30%
Peterborough	£95,824.78	£3,195,996.92	3.1%	2.3%	76%
South Cambridgeshire	£357.14	£9,307.80	4.0%	0.0%	1%
Unknown	£0.00	£0.00	0.0%	0.0%	0%
Total	£151,441.97	£4,779,398.63	3.3%	1.8%	54%

In total the change would generate an additional **£151,441.97** worth of Adult Skills funding, an increase of 3.3% of the funding in disadvantage uplift applicable areas and a 1.8% increase in Adult Skills funding overall.

This policy intends to increase funding and participation of residents living in relatively more deprived areas with the sub-region. For 2023/24, it is estimated that c£170,000 of additional funding will be claimed by learning organisations with the planned increase to 8%.

In summary, it is estimated the local uplifts will generate an additional **£420,000** of funding for learning organisations.

INCREASING THE CARE LEAVERS BURSARY

The Care Leavers Bursary allows Learning Organisations to provide a bursary of up to £1200 for Care Leavers to support them with their studies. Given the cost-of-living challenges and most Care Leavers living independently, it is proposed to increase this to £1500 or £500 per term.

If there are an estimated 60 Bursaries paid in 2023/24, this equates to c£95,000 (including costs for learning organisations for administering the bursary).

INCREASING THE LOW WAGE SCHEME FROM £21,000 TO £22,500

The Low Wage scheme is a national measure which fully funds learners who are employed, or self-employed and have an annual gross salary below a certain threshold and would normally be co-funded for provision, up to and including level 3. The low wage threshold for 2021/22 was higher in Cambridgeshire and Peterborough than nationally at £21,000 annual gross salary (compared to £18,525 nationally). Between 2020/21 and 2021/22 there was a +11% increase in the number of Low Wage Scheme Enrolments with the largest increase being seen in Cambridge (+44%).

For the 2023/24 Academic Year the Combined Authority proposes to increase the low wage threshold to £22,500.

The Annual Survey of Hours and Earnings - Residents analysis for both full and part time workers in 2022 showed that between 30 and 40% of workers who live in Cambridgeshire and Peterborough earned less than £22,500 annually. There is some regional variance: in Peterborough, this figure is between 40% and 50% of workers earn up to £22,500. In Cambridge and South Cambridgeshire this is between 25% and 30%. Both Fenland and Huntingdonshire are similar to Cambridgeshire and Peterborough as a whole (30 to 40% of workers).

This policy aims to support in-work progression, by fully funding upskilling and re-skilling opportunities for more residents. The cost-of-living may discourage individuals from participating in education or training due to the co-funding rules kicking-in, if a learner is not eligible for fee-remission, under any of the other flexibilities or entitlements.

Expansion of the Careers Hub

To: Skills Committee

Meeting Date: 6 March 2023

Public report: Yes

Lead Member: Councillor Lucy Nethsingha, Chair of the Skills Committee

From: Laura Guymer, Strategic Careers Lead

Key decision: No

Forward Plan ref: N/A

Recommendations: The Skills Committee is invited to:

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

The Skills Committee is recommended to make the following recommendations 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.

Voting arrangements: A simple majority of all Members present and voting.

1. Purpose

- 1.1 Funding from the Careers and Enterprise Company (CEC) for the Careers Hub is allocated on an annual basis. The Combined Authority anticipate notification of this funding in Q2 of 2023 for the 2023/24 academic year and seek permission to accept and allocate the funding. Whilst a funding value has not yet been confirmed, it is expected to be approximately £292,000.
- 1.2 Highlight 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.
- 1.3 Anticipate the opportunity for additional funding from CEC outside of core funding.
- 1.4 This paper outlines the key details for taking this forward for the Skills Committee to support.

2. Background

- 2.1 The Combined Authority have held a contract with the Careers and Enterprise Company for the delivery of the Enterprise Advisor Network since 2018. The Enterprise Advisor Network links schools and businesses to support careers education, benefitting young people with their future learning and career path.
- 2.2 In 2021, the Combined Authority was successful in its bid to the CEC for its first Careers Hub. This was extended in 2022 to include all eligible establishments in the area, including mainstream schools, colleges and SEND and Alternate Provision.
- 2.3 We have received communication from the Careers and Enterprise Company anticipating funding for the academic year of 2023/24 to be in line with funding received for the current academic year.
- 2.4 The Careers and Enterprise Company have funding available outside of core funding to deliver Hub focused projects, aligned to strategic regional need. Typically, funding is accessed via a competitive tendering process. It is the intention of the Careers Hub to submit proposals to access funding.
- 2.5 Currently the Careers and Enterprise Company contract forms a part of the wider Growth Works service and responsibility for delivery is with Growth Works with Skills. The CEC contract part funds 4 posts within Growth Works and will continue to do so from the period of August 2023 to the planned contractual end date of December 2023.
- 2.6 The Growth Works contract is due to end in December 2023 and additional funding for the adaptation and continuation of the skills service line has been identified via the UK Shared Prosperity Fund, which is due to commence in April 2024. There is a need for match funding for period between December 2023 and August 2024. It is proposed that this is funded via Corporate Rapid Response Funding.

Significant Implications

3. Financial Implications

- 3.1 A budget line and MTFP is established for the CEC contract.
- 3.2 The core funding for the 2023/24 academic year is anticipated to be circa £292,000.
- 3.3 Estimated funding of £112,000 via the Rapid Response Fund is required to provide the match funding of the CEC contract to deliver this service for the period of January 2024 - August 2024

4. Legal Implications

- 4.1 There are no legal implications.

5. Other Significant Implications

- 5.1 There are no other significant implications.

6. Appendices

- 6.1 There are no appendices.

7. Background Papers

[Agenda Item No \(cmis.uk.com\)](https://cmis.uk.com)



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 2.3

UK Shared Prosperity Fund Skills Strategic Projects

- To: Skills Committee
- Meeting Date: 6 March 2023
- Lead Member: Councillor Lucy Nethsingha, Chair of the Skills Committee
- From: Louisa Simpson, Strategic Funds Programme
- Key decision: No
- Forward Plan ref: N/A
- Recommendations: The Skills Committee is invited 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.
- Voting arrangements: A simple majority of all Members present and voting.

1. Purpose

1.1 The paper is an update on the UK-Shared Prosperity Fund (SPF). This paper covers progress to January 2023 including:

- Development of detailed project applications and subsequent due diligence.
- Development of contract documentation.
- Development of the Implementation Plan.
- Governance of the Implementation plan and performance reporting.

1.2 The Skills Committee are asked to:

- Approve the UK-SPF Implementation Plan to the Combined Authority Board
- Delegate authority to the Executive Director for Economy & Growth to approve in collaboration with local authority partners, the Chief Finance Officer & Monitoring Officer the changes set out a 3.3.
- Delegate authority to Executive Director for Economy & Growth to approve in collaboration 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.

2. Background

2.1 The Combined Authority approved the SPF Local Investment Plan (LIP) on the 27th July 2022, the Local Investment Plan had been developed in partnership with the district and unitary councils and was co-ordinated through the Cambridgeshire & Peterborough Public Services Board (CPPSB). The LIP was submitted to DLUHC on the 29th August 2022 and approved by DLUHC on the 5th December 2022.

2.2 Whilst awaiting approval of the LIP we further developed the project proposals from partners and carried out due diligence checks. This is in line with the CPCA Assurance Framework and forms part of the guidance issued by DLUHC for the SPF. During this time partners identified projects that could be delivered together creating efficiencies and projects that were no longer seen as required reducing the number of projects from 46 to 39 projects.

2.3 The original outputs & outcomes set out in the LIP have been maintained within the reduced projects and the financial spend profile set out by DLUHC has been maintained:

- Year 1 – £1,198,134 (12%)
- Year 2 – £2,396,268 (24%)
- Year 3 – £6,278,222 (64%)

We have maintained the required minimum capital spend as set out in the LIP which equates to:

- Year 1 (min 10%) - £299,538 (25%)
- Year 2 (min 13%) - £729,237 (30%)
- Year 3 (min 20%) - £1,317,007 (21%)

2.4 The development of the SPF Implementation Plan has been completed; the plan includes:

- Outline of the projects to be delivered,
- Agreed outputs & outcomes as per the LIP
- Governance arrangements
- Monitoring & evaluation

2.5 The projects sit within 3 themes and are split across the Region as shown below:

	Communities & Place		Supporting Local Business		People & Skills	
	2022-2025		2022-2025		2024-2025	
	Number	Value	Number	Value	Number	Value
Cambridge City	3	£395050	1	£247,871.00		
East Cambridgeshire District Council	3	£430,000.00	2	£319,850.95	1	£90,000.00
Fenland District Council	3	£205,000.00	1	£908,000.00		
Huntingdonshire District Council	4	£798,896.00	3	£455,000.00		
Peterborough City Council	4	£1,591,671.98	2	£574,000.00		
South Cambridgeshire District Council	3	£964,662.50	2	£200,000.00		
Joint Project HDC, CC, & SCDC			1	£708,396.00		
Joint Project CC, & SCDC	1	£150,000.00				
CPCA Wide	1	£25,000.00			3	£1,347,850.00

NB The administration fee of 4% is not included in the above figures

2.6 The administration fee associated with UK-SPF was set at 4% the Implementation Plan sets out how the admin fee will be split 50/50 with the districts & unitary authority. The table below sets out the administration split.

	Admin
Cambridge City	£25,934.76
East Cambridgeshire	£20,932.96
Fenland	£25,996.78
Huntingdonshire	£39,138.44
Peterborough	£50,508.34
South Cambridgeshire	£34,941.18
CPCA admin allocation	£197,452.46

2.7 The approval of the LIP by DLUHC was followed by the Memorandum of Understanding and 2 Letters of Determination, covering the capital funds and revenue funds. The MOU was signed on the 12th December 2022; included in the Letter of Determination is an

indication of flexibility regarding year 1 spend and the potential to carry forward any underspend into year 2. This opportunity requires submission of a Project Change Request (PCR) and clear indication of how the funds will be spent over the subsequent 2 years of SPF. We are already developing the outline proposal for the carry forward request with partners.

2.8 The Implementation Plan sets the benchmark upon which the CPCA will report to DLUHC in terms of spend, intervention, outputs and outcomes and upon which any potential PCRs will be based.

3. Next steps for delivery and governance of the plan

3.1 The Implementation Plan will be presented to the following groups:

- CPPSB – 28th February 2023 - for information and update. The CPPSB adopted the role of the SPF Local Partnership Board for the SPF and were heavily involved in the formation of the LIP and the projects that are proposed within it.
- Skills Committee – 6th March 2023 – update and recommendation to CA Board of the Implementation Plan.
- Business Board – 13th March 2023 – for information and update.
- CA Board – 22nd March 2023 – for final sign off.

3.2 There is an expectation from DLUHC that any changes to delivery priorities, outputs and outcomes will result in a revised LIP; there is also an opportunity to request an increase in the administration element of the programme which is currently 4% of allocated core SPF and split equally between the CPCA and the districts & unitary authority.

3.3 The following amendments will be made to the LIP on submission of the first report to DLUHC in March 2023:

- An increase in management fee for SPF will be sought to cover the additional Rural England Prosperity Fund (REPF) allocation that is expected to be managed through the SPF programme but without its own dedicated management fee being provided by Government, this will be a topslice affecting only the districts receiving REPF.
- A request to carry forward Year 1 underspend into Year 2 across all local authority projects accompanied by a detailed proposal to cover how those funds will be managed and spent in Year 2.

3.4 The split in administration fees between the CPCA and the district and unitary authority enables the oversight of projects at several levels and ensures assurance in the programme.

Significant Implications

4. Financial Implications

- 4.1 The financial split for SPF is set out above, there are minimum capital requirements and DLUHC have allocated the spend split over the 3 years. The core SPF brings in £9.8m into the CPCA split across the districts and unitary authority as allocated by DLUHC. The funds are paid upfront to the CPCA, but allocated out to the partners retrospectively against actual spend.
- 4.2 The projects have been through a due diligence process that looked at the value for money as part of the assessment. We are currently working through the Subsidy Control issues some of the projects may be party to.
- 4.3 The CPCA retains responsibility for the delivery of the SPF programme and will be required to submit regular updates to DLUHC on performance and spend. This is in line with the MOU and Letters of Determination.
- 4.4 The 4% administration fee is shared equally between the CPCA and districts & unitary authority as set out above in 3.2. This enables both parties to the programme to carry out appropriate compliance checks and deliver the assurance and monitoring of projects required.

5. Legal Implications

- 5.1 The SPF LIP was approved at Combined Authority Board, authority to enter into the MOU was delegated. The MOU and the terms enclosed within the Letters of Determination have been reflected in the contract documentation being developed with the districts and unitary authority.
- 5.2 The draft Grant Funding Agreement that will be in place for each project is currently being reviewed by the legal teams in the districts and unitary authority, final version will be available for signing by the 28th February 2023.
- 5.3 There is currently work being carried out on the issue of Subsidy Control, the CPCA have taken expert advice on the position of projects within SPF which will be shared with the districts and unitary in order that they are able to seek suitable project specific advice. The government have issued specific advice relating to SPF and Subsidy Control which is forming part of the consultation we are undertaking.

6. Public Health implications

- 6.1 There are no specific public health implications for the SPF programme, although a number of projects within it may impact on public health as a by-product of their focused work.

7. Environmental and Climate Change Implications

- 7.1 There are no specific environmental & climate change for the SPF programme, although a number of projects within it will impact on the environment & climate as a result of projects focused work.

8. Other Significant Implications

- 8.1 The SPF LIP was consulted on widely with partners via the CPPSB and the engagement with the districts and unitary authorities.

9. Appendices

- 9.1 Appendix 1a & 1b - UK Shared Prosperity Fund_ reporting and performance management
Appendix 2 – SPF Implementation Plan

9. Background Papers

- 9.1 [UKSPF Investment Plan - CA Board 27 July 2022](#)

Appendix 1a – Detailed Proposals for Delegation:

The CPCA Assurance Framework sets out the parameters whereby delegation for programmes can be set they reflect the financial position the CPCA takes in terms of risk.

In order for the Shared Prosperity Fund to be able to run effectively within the 2 year timeframe given for spend it is proposed that some delegation is given to the Exec Dir of Economy & Growth in consultation with Local Authorities, the Chief Financial Officer and the Monitoring Officer based on the following scenarios:

1. Financial Delegation –
 - a. Where a project within the programme proposes to amend spend within a 10% variance of original budget in order to move spend to another project within the local authority UK-SPF programme
2. Project Delegation –
 - a. Where a local authority decide to cancel a project or reduce the remit of a project to add funds to a project that is over delivering and requiring additional funds to continue
3. Output & Outcomes Delegation –
 - a. Where a project within the UK-SPF programme proposes to change the outputs and/or outcomes it originally set due to local needs changing but it still continues to deliver outputs and/or outcomes within the UK-SPF remit

There is guidance regarding Minor and Major Change set out by the UK-SPF central team that supports this approach and is included in Appendix 1

[Home](#) > [UK economic growth](#)

Guidance

UK Shared Prosperity Fund: reporting and performance management (3)

This page provides information on reporting and performance management for the UK Shared Prosperity Fund.

From:

[Department for Levelling Up, Housing and Communities](#)

[\(/government/organisations/department-for-levelling-up-housing-and-communities\)](/government/organisations/department-for-levelling-up-housing-and-communities)

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10 August 2022 —

Contents

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- — [UKSPF Performance management and change process](#)

Reporting

3.1 The UKSPF has been designed to empower every place across the UK to take the lead in shaping and delivering the fund. As per the prospectus, DLUHC will require formal reporting on a sixth monthly basis. To support our understanding of progress we will also request qualitative updates on a quarterly basis from lead local authorities.

The questions lead authorities will be asked and the data we will collect

3.2 Lead local authorities will provide short, largely qualitative summary updates to DLUHC on a quarterly basis. This will include the following questions:

Summary questions

- Spend to date against the three UKSPF investment priorities and forecast?
- Summary of progress with an overall Red, Amber, Green (RAG) rating of the programme's progress. (Short narrative update)
- Are you forecasting underspend at the end of the financial year, if yes, please explain how you plan to address this and by when?
- Provide narrative on any upcoming new projects, events, case studies and opportunities for Ministerial visits?

3.3 Lead local authorities will also be asked to answer a one-off question that explains, how they have spent their £20,000 capacity payment, or £40,000 for Mayoral Combined Authorities or Strategic Geographies. On an annual basis we will also ask lead local authorities if they have undertaken any evaluation activity to support DLUHC's evaluation of the programme.

3.4 Alongside this summary reporting we will require further detail on a six-monthly basis. The questions we will ask, and the tier of the programme they will relate to is set out below:

3.5 We have tried to limit the questions that we will ask lead local authorities, in line with the principles of local autonomy, decision making and accountability. DLUHC's approach to performance management is that it should be proportionate, asking only for the information we need to understand delivery progress and satisfy our own duties.

Project level

- The UKSPF intervention the project has been set up to support
- Start date
- The Project's projected spend
- The Project's actual spend to date
- Value of match funding against the project
- Postcode(s) where funded activity is being delivered? (see 3.8 below)
- Parliamentary Constituency / Constituencies benefiting from project
- Has UKSPF been used to complement an existing project?
- [ENGLAND ONLY] People & Skills project at Risk? Voluntary Sector Project supported?
- Is the project live, finished, or abandoned?
- Projected end date (when it will cease to be supported by UKSPF) if live, or confirmed end date if finished / abandoned.

3.6 Through reporting lead local authorities should pick whichever of the three options, live, finished or abandoned applies. "Live" means a current project that is continuing, "finished" means a project that has completed delivery, "abandoned"

means a project that has been closed down early because it was not likely to complete successfully.

3.7 In order to understand the lead local authorities' spending plans we will need to know about the pipeline projects that they plan to support. We will require the following information:

- Upcoming Project(s) planned in the next 6 months
- The UKSPF intervention(s) the upcoming project has been set up to support
- Projected spend

3.8 Lead local authorities should capture the postcodes of areas where activity takes place e.g., the postcode where X is being delivered, or the postcodes of grant recipients. Where activity takes places across multiple postcodes, areas should capture as many as possible. Where activity takes place over the whole of a lead local authority, all of the district postcodes that fall under the lead local authority should be captured (i.e. the first half of the relevant postcode(s) e.g. CB6 etc). This guidance is as the per the existing [Community Renewal Fund Technical Guidance \(https://www.gov.uk/government/publications/uk-community-renewal-fund-prospectus\)](https://www.gov.uk/government/publications/uk-community-renewal-fund-prospectus).

3.9 Where projects sit across multiple interventions, lead local authorities should note down each of the interventions it is seeking to support.

Intervention level

- Intervention number
- Output name
- Output target to be achieved
- Output delivered to date
- % of output delivered
- Forecast output in next 6 months
- Forecast to meet output target (Y / N)
- Outcome name
- Outcome target
- Outcome delivered to date
- % of outcome delivered
- Forecast outcome in next 6 months
- Forecast to meet outcome target (Y / N)

3.10 Where interventions generate multiple outcomes and outputs, lead local authorities should collect and report all of these.

Investment priority level

Expenditure Profile

3.11 Lead local authorities will be asked to report on actual spend to date, compare spend with previous forecasts, and provide updated forecasts, highlighting any changes from their original Investment Plans. In May 2023 we will ask lead local authorities to report on expenditure for each Investment Priority from the start of delivery to March 2023, asking for total spend against forecast, capital and revenue spent and any changes to capital and revenue forecasts for 23/24 and 24/25. We will also ask lead local authorities to report any match or third-party funding and an update on expenditure every six months.

We will also ask lead local authorities to confirm:

- Headline expenditure in year on management and administration.
- Have you identified any slippage / delay in delivering your projects against this investment priority? (Y/N)
- If yes, give reasons for delay, how you intend to resolve it and by when.

3.12 Further details on the format DLUHC will use to collect this data from lead local authorities will be set out in due course, in advance of the first formal reporting deadline.

3.13 The Chief Finance Officer at each lead local authority will need to sign off both quarterly and sixth monthly returns to the department, to confirm they are content that what has been provided is accurate and deliverable.

3.14 Where lead local authorities are supporting existing projects at risk using the UKSPF the data requested in paragraphs 3.3 through 3.7 should be collected from the commencement of UKSPF funding.

The frequency these questions will be asked

3.15 The table below sets out the timeline for reporting. Quarterly reporting will only ask the questions detailed at 3.2. Lead local authorities should continue to collect the outputs and outcomes of their UKSPF spend as benefits continue to be delivered after the reporting period. How we would expect lead local authorities to provide outputs and outcomes that continue to materialise after 2025 will be set out in due course.

Reporting Periods	Report Due Date	Information Type
1 August to 31 December 2022	1 February 2023	Quarterly (summary report only)
1 January to 31 March 2023	1 May 2023	Sixth monthly
1 April to 30 June 2023	1 August 2023	Quarterly (summary report only)

Reporting Periods	Report Due Date	Information Type
1 July to 30 September 2023	1 November 2023	Sixth monthly
1 October to 31 December 2023	1 February 2024	Quarterly (summary report only)
1 January to 31 March 2024	1 May 2024	Sixth monthly
1 April to 30 June 2024	1 August 2024	Quarterly (summary report only)
1 July to 30 September 2024	1 November 2024	Sixth monthly
1 October to 31 December 2024	1 February 2025	Quarterly (summary report only)
1 January to 31 March 2025	1 May 2025	Sixth monthly and final reporting of the SR funding cycle

What will we do with the data provided?

3.16 The questions and data requested from lead local authorities is intended to capture information for three purposes:

- A programme level oversight of the progress of the UKSPF to assure DLUHC, the Accountable Officer, Ministers and Parliament.
- Support evaluation of the fund, the principles of which are set out in the monitoring and evaluation section and will be expanded upon in the evaluation strategy in the Autumn.
- Monitor that UKSPF monies are being spent on the UKSPF priorities, and that the outputs and outcomes delivered are in line with expectations detailed in investment plans.

3.17 DLUHC will process personal data, as set out in the Data Protection Act 2018 and the UK GDPR (General Data Protection Regulation), to administer, monitor, evaluate and effectively assess the outcomes of a range of projects.

3.18 Apart from data collection from multiply participants, DLUHC will not collect any personal data directly from participants and the data that is obtained by the UKSPF team from lead local authorities will be used for the purposes of audit and evaluation as well as statistical, research, administrative and grant management purposes.

3.19 As and when required appropriate arrangements for sharing of data by lead local authorities with DLUHC will be developed and set out, including privacy notices as and where appropriate.

3.20 The Department for Education (DfE) will implement the local element of Multiply in England, a UK-wide digital numeracy platform, randomised control trials and evaluation activity to test innovative approaches to reducing adult learning barriers, and build the evidence base on what works. There will be data sharing between DLUHC and DfE and the mechanisms for this are being developed.

3.21 DLUHC will also be engaging with HMRC and the Department for Work and Pensions, in particular around the People and Skills and Supporting Local Business investment priorities. As with DfE an MoU and appropriate data sharing arrangement will be developed.

3.22 We continue to work closely with the DLUHC Data Protection Officer and will review these arrangements to ensure continual compliance with DPA 2018 and UK GDPR.

3.23 All data submission returns will need to be scrutinised and signed off by lead local authority Chief Finance Officer.

UKSPF Performance management and change process

3.24 The following section sets out the process for a lead local authority to make changes to their Investment Plan and their duties to inform DLUHC regarding changes. These sit along lead local authorities' existing statutory duties and rules to use public money well.

Triggers for change

3.25 UKSPF will take a proportionate approach to changing local priorities and plans in line with the responsibilities delegated to lead local authorities. This means that DLUHC approval will only need to be sought when "material changes" are made to UKSPF investment plans.

3.26 If changes are made but fall beneath the thresholds defined in paragraph 3.30 to be considered "material changes" then lead local authorities do not need to seek DLUHC approval.

3.27 However, they should provide updates on these changes to DLUHC as part of their regular reporting cycle. This should be via their usual quarterly and sixth monthly reporting cycle.

3.28 If the thresholds at 3.30 were crossed, DLUHC would consider the change "material" and formal approval would be required from the department before a lead local authority could make the changes.

3.29 Requests for material changes can be made to the department as and when required. DLUHC will set out a template for lead local authorities to use following

the process below.

Material changes

3.30 For the purposes of the UKSPF a 'material change' will constitute any of the following:

Material change 1:

A post investment plan approval request for administration costs to exceed the percentage agreed in a lead local authority's investment plan.

Material change 2:

Moving funding between investment priorities if the change involves moving 30% of the total funding allocation over the three years or £5m whichever is lower. Any funding moved from an existing intervention to fund a bespoke intervention would also require approval.

Material change 3:

If the indicative outputs are expected to drop from what had been set out in the original investment plan submitted to DLUHC, within the following parameters:

- In lead local authorities with a total UKSPF allocation of £1.5m or lower it would constitute a material change if the total outputs set out in the investment plan were forecast to drop by 30% or more against an investment intervention.
- In lead local authorities with a total UKSPF allocation above £1.5m it would constitute a material change if the total outputs set out in the investment plan were forecast to drop by 20% or more against an investment intervention.
- In all lead local authorities, if the outputs forecasted have dropped by more than 40% against an investment intervention since the original investment plan was submitted.

Questions for Lead Authorities to answer as part of change process

3.31 The follow questions will be asked of lead local authorities as part of DLUHC's consideration of any 'material changes.'

All changes

1. Has the Chief Finance Officer certified that the change is necessary and deliverable?
2. Can you confirm that the local partnership group's view was sought prior to this change request and confirm they were content?

Request to use more than the agreed total of their UKSPF allocation for administration, post investment plan submission.

1. How much additional funding for project management / administration is required to deliver your programme / project?
2. What additional funding for management / administration is the lead authority able to provide itself?
3. What impact will be increasing management / admin costs have on outputs and outcomes?

Request to move 30% or £5m or more of total UKSPF allocation between investment priorities

1. What alternative intervention and outputs/outcomes, if any, do you now want to deliver?
2. Confirm that you have considered the risks and issues that arise from your change of plans, and the management and mitigation of those risks and issues including e.g. risks, public sector equality duty?
3. Confirm that you have sufficient capability and capacity to manage the impact of the requested change?
4. Confirm that any subsidy / State Aid implications from the requested change have been considered and activity can take place in compliance with these requirements and that funding the amended project will not breach subsidy/State Aid law.

Request to change forecast outputs

1. What are the reasons for the reduction in expected outputs?
2. What are the new output totals you now expect to deliver against this intervention?
3. What is the forecast for the delivery of these outputs in the next six-monthly reporting period and the final target?

3.32 Material change requests will be assessed by the UKSPF team and further details on the format of the collection of this data from lead authorities will be set out in due course, in advance of the first formal reporting deadline.

3.33 The Fund's ethos and design is intended to give lead authorities flexibility and responsibility in delivering. However, there are some changes that the department would not consider:

- Requests for increased RDEL spend beyond each lead local authority's percentage cap, which is set out here in the UKSPF prospectus [\[RDEL % CAP\]](https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/uk-shared-prosperity-fund-prospectus#:~:text=The%20local%20split%20of%20capital%20and%20revenue%20for%20) (<https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus/uk-shared-prosperity-fund-prospectus#:~:text=The%20local%20split%20of%20capital%20and%20revenue%20for%20>

[20the%20Fund%20in%20Scotland%2C%20Wales%2C%20and%20Northern%20Ireland%20is%20as%20follows%3A\)](#)

- In Scotland and Wales, requests to move funding allocated for the delivery of Multiply to core UKSPF interventions.

Spend and accounted for: definition and managing local allocations

3.34 As set out at s8.1 of the prospectus, we will pay each lead local authority annually for core UKSPF funding (and Multiply funding in Scotland and Wales). In 2022 to 2023, funding will be paid once the local investment plan has been signed off. In 2023 to 2024 and 2024 to 2025, we will pay early in the financial year once updates have been reviewed and assessed as feasible as part of the UKSPF reporting.

3.35 We expect Fund investment and outputs (for core UKSPF in England, Scotland and Wales, and also Multiply funding in Scotland and Wales) to be achieved in line with each place's Investment Plan. We reserve the right to withhold, delay and/or alter payment cycles from 2023 to 2024 onwards where there are performance or other issues with delivery.

3.36 This will be subject to lead local authorities demonstrating in their investment plans and subsequent performance reports that a full annual payment will be spent and accounted for in-year on UKSPF activities.

What counts as 'spend'?

3.37 'Spend' includes expenditure invoiced and paid, as well as accrued, in line with financial accounting standards.

3.38 This applies to all UKSPF expenditure – including any payments from a lead local authority to another local authority, or in-house expenditure.

What happens if a lead local authority does not spend its full grant allocation for a given year?

3.39 We will consider withholding the next annual instalment until we have received credible plans demonstrating revised delivery to achieve expected targets, setting out how the lead local authority will utilise underspends in the next year and/or appropriate milestones and spend have been achieved for the previous year. Lead local authorities will need to establish appropriate programme management methods to maximise effective delivery and achieve spend to profile.

3.40 If we have ongoing concerns around future spending plans based on experience of local delivery to date, then we may pay in instalments based on performance, or otherwise delay or withhold future annual allocations.

3.41 No funding will be provided for activity after 31 March 2025, and we will expect underspends in the final year of the programme (2024 to 2025) to be repaid to DLUHC. The future of the UKSPF will be a matter for the next Spending Review,

and will benefit from areas being able to evidence delivery, value for money, outputs and outcomes after 31 March 2025.

Can a lead local authority use UKSPF first, and then match funding later?

3.42 Yes, this is possible. Where it will aid overall programme or project management, or to reflect the availability of funding from partners, lead local authorities can use the UKSPF in one period, and match funding the next, or vice versa. This is subject to the UKSPF being used solely for agreed UKSPF activities and taking account of the overall UKSPF spend profile for the given year.

3.43 Subject to accounting arrangements and local discretion, lead local authorities may also be able to use other flexible funding for UKSPF project activity in a given year, and recover from the UKSPF the following year.

Overall payment process

3.44 The typical process would include:

Activity	Date
Approval of plan	October 2022 onwards
Quarterly qualitative progress reporting. This will include: Overall costs incurred to date at plan level	February 2023 (quarterly thereafter)
Six monthly expenditure, outputs/outcomes and milestone reporting. This will include: A statement of grant expenditure from a Chief Finance Officer. This should be reconciled to management/statutory accounts, in line with financial accounting standards at the mid-year report. It should cover the final amount of expenditure incurred over the year	May 2023 (six-monthly thereafter)
Review by DLUHC, reconciling and considering proposals to make up any underspend where appropriate. Any changes to local investment plan considered where required. Annual payment made.	May to July 2023 (annually)

3.45 We will review these arrangements at a fund and place level, taking into account performance.

3.46 As set out in the UKSPF [Prospectus](https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus) (<https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus>), where there are current or emerging operational or financial risks, we may reduce

delegation, reduce payment periods or withhold funds. This may also result in more regular reporting requirements in order to release funding in year.

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Purpose

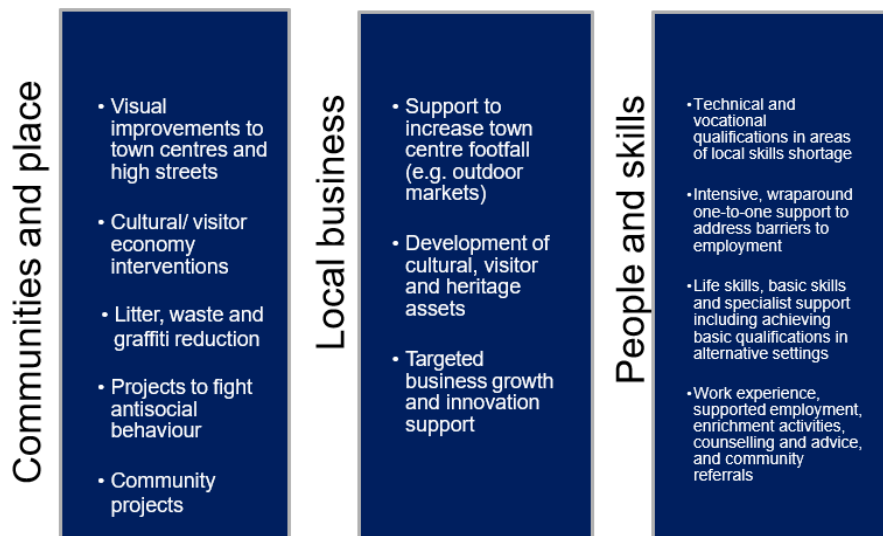
The UK Shared Prosperity Fund is a central pillar of the UK government’s Levelling Up agenda and provides £2.6 billion of funding for local investment by March 2025. The Fund aims to improve pride in place and increase life chances across the UK investing in communities and place, supporting local business, and people and skills. For more information, visit <https://www.gov.uk/government/publications/uk-shared-prosperity-fund-prospectus>

Background

Government allocated Cambridgeshire & Peterborough Combined Authority (CPCA) £13,871,810 of UKSPF funding, of which £3,999,186 is for multiply adult numeracy support. Accessing the remaining £9,872,624 funding was dependent on the submission and approval of a Local Investment Plan (LIP) which was submitted to Government on the 31st July 2022 and approved on the 5th December 2022. The LIP was based on spend across outputs & outcomes not specific projects, although we did develop projects to deliver the outputs & outcomes outside of the formal LIP.

The allocation of funding is over a three-year period from 2022/23 to 2024/25, government has set the profile of expenditure each year and also the split between capital and revenue. The allocation includes a requirement to spend £1,198,134 in 2022/23. However, given the long delays in approving Investment Plans across the country, government has agreed that any 2022/23 underspend can be carried forward to be spent by end of 2023/24 subject to a credible plan of implementing both years funding. No funds can be carried forward in to 2024/25.

The funding is split over 3 themes:



The following is a summary of the indicative spend profile set by government:

	2022/2023	2023/2024	2024/2025	Total
Allocation available to invest	£1,198,134	£2,396,268	£6,278,222	£9,872,624
<i>Revenue</i>	90%	87%	80%	
<i>Capital (minimum spend)</i>	10%	13%	20%	
Revenue	£1,078,320.60	£2,084,753.16	£5,022,578	£8,185,651.36
Capital	£119,813.40	£311,514.84	£1,255,644.40	£1,686,972.64

A decision was made that the UKSPF would be allocated across the districts & unitary authority as per the Governments calculations which are shown in the table below:

CPCA Local Authority	Core SPF Indicative Allocation	
Cambridge City (CCC)	£1,296,738	13%
East Cambridgeshire (ECDC)	£1,046,648	11%
Fenland (FDC)	£1,299,839	13%
Huntingdonshire (HDC)	£1,956,922	20%
Peterborough (PCC)	£2,525,417	26%
South Cambridgeshire (SCDC)	£1,747,059	18%

The following table identifies the delivery profile the CPCA submitted in its LIP to cover the 3 years and was agreed by the Combined Authority Board and wider partners. The financial calculations reflect the minimum capital expenditure requirements set out by Government.

	2022/2023	2023/2024	2024/2025	Total
Allocation available to invest	£1,198,134	£2,396,268	£6,278,222	£9,872,624
<i>Revenue</i>	75%	70%	79%	
<i>Capital</i>	25%	30%	21%	
Revenue	£898,596	£1,667,031	£4,961,215	£7,526,842
Capital	£299,538	£729,237	£1,317,007	£2,345,782

Routes to Delivery

The national guidance states ‘Lead local authorities for each area will have flexibility over how they deliver the Fund. They may wish to use a mix of competitions for grant funding (which is the default approach set out in Cabinet Office Grants Standards), procurement, commissioning or deliver some activity through in-house teams.

Management and Administration

Government has agreed that councils can utilise up to 4% (£394,904.96) of the allocated funds to establish the capacity required to implement the funds. The CPCA proposed that these funds are utilised as follows:

- 2% (£197,452.48) will be retained by the CPCA to manage the central Government requirements associated with the UKSPF
- 2% will be allocated to the districts & unitary authority to manage the allocation of UKSPF they have reflecting their core SPF allocation, as set out below and is split on the following annual ratio

CPCA Local Authority	Core SPF Indicative Allocation	Administration 2%
Cambridge City (CCC)	£1,296,738	£25,934.76
East Cambridgeshire (ECDC)	£1,046,648	£20,932.96
Fenland (FDC)	£1,299,839	£25,996.78
Huntingdonshire (HDC)	£1,956,922	£39,138.44
Peterborough (PCC)	£2,525,417	£50,508.34
South Cambridgeshire (SCDC)	£1,747,059	£34,941.18

Governance

Each district & unitary authority has in place its own governance arrangements for the management of the SPF projects, the overarching requirements that DLUHC has placed on the CPCA as lead authority via the Memorandum of Understanding have been reflected in the Grant Funding Agreements being developed with districts to ensure proper governance of delivery and administration.

The districts and unitary authority agreed a number of projects to utilise the funding offered:

	Themes					
	Communities & Place		Local Business Investment		People and Skills	
	No of Projects	Value	No of Projects	Value	No of Projects	Value
PCC	4	£1,555,871.62	2	£609,800.00		
ECDL	3	£430,885.00	2	£318,965.28	1	£90,000.00
SCDC	5	£964,661.71	4	£440,000.00		
FDC	4	£298,845.40	1	£813,809.60		
HDC	5	£775,000.23	4	£798,895.00		
CCC	3	£395,883.85	3	£545,639.00	1	£100,000.00
CPCA Wide	1	£25,000.00	0	£0.00	3	£1,314,461.38

Over the last 5 months we have worked with the districts and unitary authority to refine the project proposals whilst continuing to deliver the outputs & outcomes set

out in the LIP, the cost of administration of the individual schemes to be met within the budget allocation.

The revised projects include districts working together on similar themed projects to reduce administrations costs and increase the available funding, the new spread of projects is as follows:

	Themes					
	Communities & Place		Local Business Investment		People & Skills	
	No of Projects	Value	No of Projects	Value	No of Projects	Value
PCC	4	£1,591,671.98	2	£574,000.00		
ECDC	3	£430,000.00	2	£319,850.95	1	£90,000.00
SCDC	3	£964,662.50	2	£200,000.00		
FDC	3	£205,000.00	1	£908,000.00		
HDC	4	£798,896.00	3	£455,000.00		
CCC	3	£395,050.00	1	£247,871.00	1	£100,000.00
HDC, SCDC & CCC			1	£708,396.00		
SCDC & CCC	1	£150,000.00				
CPCA wide	1	£25,000.00	0		3	£1,372,850.00

A detailed list of projects is set out below:

					Financial Profile					
Authority	Intervention	Theme	Project Title	Description	2022/24	2023/24	2024/25	Total	Outputs	Outcomes
Cambridge City	E12	Communities & Place	A focus on Abbey	Cambridge 's Abbey ward was in the most deprived 20% of LSOAs in the country in 2019. The project will pilot a systems approach to community wealth building at neighbourhood level in tandem with physical regeneration and transport investment via One Public Estate approach. Multi-agency and community and voluntary sector and business - social action partnership to develop human and social capital catalysed by opportunities of from the development of new housing, transport infrastructure and community facilities and wider economic growth in area of multiple deprivation.	£40,000.00	£40,000.00	£202,050.00	£282,050.00	4 organisations receiving financial support other than grants 4 organisations receiving grants 1 facilities supported/created 8 events/participatory programmes 200 people reached	15% - Improved engagement numbers (%)
Cambridge City	E12	Communities & Place	Digital Platform to Build Social and Human Capital in Cambridge	Crowdfunding as a tool to build pride of place by engaging the community in helping those who are risk of homelessness and the homeless to achieve their ambition. Building on the work of Cambridge City Council's Homelessness prevention service which has a track record of using digital innovation to tackle homelessness. The project will provide a platform which offers the functionality for local charities and public services to build a supportive and engaged community around a causes or beneficiaries over time and additional resource to help those at risk of homelessness due to low paid insecure work.	£20,000.00	£32,000.00	£23,000.00	£75,000.00	40 households receiving support 80 volunteering opportunities supported 1200 Number of people reached (numerical value)	15% - Improved engagement numbers (%)
Cambridge City	E23	Supporting Local Business	Local Business Resilience Support	Provision of 1:1 support to local businesses in our wider service economy, most impacted by COVID and struggling with rise in cost of doing business, to improve productivity and safeguard jobs across the city. Signposting and support to access services provided by Growth works to increase productivity and uptake of adult education and skills	£32,000.00	£74,871.00	£141,000.00	£247,871.00	500 businesses receiving non-financial support	10 - Jobs created 250 - Jobs safeguarded 5 - Number of new businesses created 8 - Number of businesses introducing new products to firm 350 - Number of businesses

										adopting new to firm technologies or processes 350 - Number of businesses with improved productivity
Cambridge City	E14	Communities & Place	Neighbourhood Improvement Feasibility to accelerate delivery	Cambridge City Council has property and landholdings on many of these estates, which provides an opportunity to curate future uses and carry out strategic feasibility work to leverage investment into sites for projects that otherwise would not be commercially viable. We are also owners and stewards of culturally significant buildings in the city which if restored and sensitively developed can offer unique and distinct spaces for business and community use. Subject to the results of feasibility, two of these studies would facilitate delivery within 2-3 years with longer term masterplan looking to deliver within 5-8 years as leases fall although phasing could see some development come forward sooner.	£0.00	£38,000.00	£0.00	£38,000.00	3 Number of feasibility studies supported	7% - Increased number of projects arising from funded feasibility study

Joint Project - CC, HDC, SC	E29, E21	Supporting Local Business	Green Business grant programme - net zero accelerator	<p>Work has commenced this year with scdc officers engaging with businesses to understand their knowledge and steps that can be taking to reduce their carbon footprint. Many are faced with rising fuel/energy costs concerns and this scheme could help accelerate their move towards carbon net zero by providing match funding to help them on their journey, which will also help by reducing longer term energy bills.</p> <p>Grants for Net Zero Planning advice and capital grants continuation to support SMES in Cambridge to reduce carbon emissions and improve productivity by reducing energy costs. Outcomes: Uptake in energy efficiency measures and Carbon reduction. Huntingdonshire businesses are increasingly concerned with rising energy costs and the environmental impact of their operations. SMEs require expert support in understanding how they can take steps to reduce their carbon footprint, increase efficiencies and lower their utilities costs. This project will support SMEs with a diagnostic programme delivering knowledge and expertise, a bespoke net zero plan with a capital contribution grant for implementation.</p>	£62,776.00	£260,095.00	£385,525.00	£708,396.00	<p>25 - Number of businesses receiving grants 75 - Number of businesses receiving non-financial support - 5 - Number of potential entrepreneurs provided assistance to be business ready</p>	<p>5 - Jobs created 10 - Jobs safeguarded 5 - Number of new businesses created 100 - Number of businesses adopting new to firm technologies or processes Number of new to market products 223 - Number of businesses with improved productivity</p>
Joint Project - CC, SC	E8, E2	Communities & Place	Greater Cambridge Visitor Economy and Markets Development Programme	<p>Create a 'South Cambs Brand'. This would involve cost of concept, design and implementation of signage in prominent locations in South Cambridgeshire. Funding would also include marketing/promoting identity/brand and would include Localised Cambs promotional video/s, social media promotion etc.</p> <p>Developing the Economic and Social Impact of the visitor economy through local markets and visitor economy development and youth enterprise programme to contribute to place making in new communities and city centres and address impacts of decline in international tourism.</p>	£40,000.00	£60,000.00	£50,000.00	£150,000.00	<p>20 - Number of organisations receiving non-financial support 20 - Number of facilities supported/created 100 - Number of local events or activities supported 60 - Number of organisations receiving non-financial support 2 - Number of local markets supported 20 - Number of potential</p>	<p>10 - Jobs safeguarded</p>

									entrepreneurs provided assistance to be business ready	
CPCA Wide	E34	People & Skills	All Age Careers Service across Cambridgeshire & Peterborough	<p>Working within the current funding boundaries of the NCS and the CEC, the service would be expanded to support careers related learning in primary school settings. Primary provision would mirror the employer engagement element of the CEC contract allowing for sustainable relationships to be developed. We will use new technology to align the service offering and allow for individuals to navigate career transitions. Digital tools and data will be a key focus to the service and will act as the digital thread to tie the provision together. Employers will be front and centre of the service and a holistic approach will be taken to the relationship to ensure it is maximised at all points. Both CEC and NCS have resources that are suitable for multiple audiences, yet rarely capitalised on outside of their target market. For better value to the public placing these resources in a central location will allow multiple service users to access and benefit from them.</p>	£0.00	£0.00	£190,000.00	£190,000.00	<p>2000 - Number of people supported to engage in life skills 500 - Number of people gaining a qualification or completing a course following support</p>	<p>2000 - Number of people experiencing reduced structural barriers into employment and into skills provision - 500 - Number of people gaining a qualification or completing a course following support -</p>



CPCA Wide	E33	People & Skills	Holistic Online skills support incorporating GWwS and RoL (Integrating Region of Learning Platform)	Continuing the work with EmsiBG, the Skills Extractor will be used to create common language between employer, education provider and individual to link into work around careers ladders and, potentially, an all-age careers service. Activity to support NEETs will be focussed on providing destinations for those already well served by existing providers in CPCA, and we will seek to integrate additional providers to offer progression into technical and vocational learning routes, including Traineeships, T-Levels and Apprenticeships - as well as independent training providers and others providing non-accredited short courses that support progression into, and within, the workplace.	£0.00	£0.00	£762,850.00	£762,850.00	900 people engaged in job searching following support 440 people in employment, inc self-employment following support 100 Number of people supported to engage in life skills	800 - Number of people engaged in job searching following support 330 - Number of people in employment inc self-employment following support 100 - Number of people experiencing reduced structural barriers into employment and into skills provision - 110 - Number of people gaining a qualification or completing a course following support
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CPCA Wide	E37	People & Skills	Supported Internships across Cambridgeshire & Peterborough	<p>Working closely with key stakeholders this project will identify those individuals most in need. There will be three main activities:</p> <ul style="list-style-type: none"> > Personal Skills Analysis to guide individuals in understanding and identifying opportunities for re-skilling, up-skilling and re-training. This will involve working directly with individuals to identify opportunities to transition into or back into work following an extended period of economic inactivity; into new roles with their existing skills, or to identify training that will support them in transitioning to a new role. > Delivering real-world experiences of work through funded internships. Funding will be provided to employers to provide new work opportunities. To support these internships activities will include: Workshops and webinars on a 1-to-many basis to highlight the benefits of, and ways to implement, internships; 1-to-1 meetings for companies to explore the opportunities for and benefits of internships; securing and matching 3 month paid internships; and 'Learning Mentor Training' for the host organisation. > Training Needs Analysis to identify re-skilling, up-skilling and inclusive recruitment practices within a business. This will include working with (1) businesses to identify skills development opportunities and inclusive recruitment practices to meet skills shortages, and (2) businesses looking to develop or expand into key areas such as Net-zero or Digital by training their current staff. 	£0.00	£0.00	£395,000.00	£395,000.00	25 - people gaining a qualification or completing a course following support 80 - people gaining qualification, licences and skills	80 - Number of people gaining qualifications, licences and skills
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East Cambridgeshire District	E21	Supporting Local Business	Business Growth Fund	Grants to local businesses to provide support for growth enhancing initiatives, introduce new technologies, support research and development and to enable businesses to become more energy efficient and low carbon.	£0.00	£0.00	£208,000.00	£208,000.00	20 Number of businesses receiving financial support other than grants	40 - Jobs created 20 - Jobs safeguarded 10 - Number of new businesses created 10 - Number of businesses adopting new to firm technologies or processes 2 - Number of new to market products 2 - Number of businesses with improved productivity
East CAMBRIDGE SHIRE District	E24 & E36	Supporting Local Business & People and Skills	Digital Inclusion Scheme	Digital inclusion initiatives to help improve people's digital skills so that they can use online services. The scheme will address the main challenges that people face to going online: > access - the ability to actually go online and connect to the internet > skills - to be able to use the internet > motivation - knowing the reasons why using the internet is a good thing > trust - a fear of crime, or not knowing where to start to go online. We will also provide IT equipment to areas that do not have publicly available computers.	£0.00	£0.00	£90,000.00	£90,000.00	25 Number of people gaining a qualification or completing a course following support	25 - Number of people gaining a qualification or completing a course following support

East Cambridgeshire District	E23	Supporting Local Business	Local Enterprise Support Scheme	Building on the Ely Skills and Employment Hub, in collaboration with the BIPC, create points of access for skills development, apprenticeships and business support at a community level in libraries across East Cambridgeshire. They will provide advice, support and mentoring to existing businesses and those looking to start a business.	£90,703.90	£21,147.05	£0.00	£111,851.00	50 Number of potential entrepreneurs provided assistance to be business ready	30 - Jobs created 100 - Jobs safeguarded 1 - Number of new businesses created 2 - Number of businesses introducing new products to firm 300 - Number of businesses adopting new to firm technologies or processes 300 - Number of businesses with improved productivity
East Cambridgeshire District	E3	Communities & Place	Pride of Place Grant Scheme	To enable Parishes to create local green spaces that local residents are proud of and can access to improve their health and well being.	£10,078.21	£49,921.79	£120,000.00	£180,000.00	6 Number of rehabilitated premises 600m2 Amount of public realm created or improved	25% - Increased footfall (%) 10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of amenities (%) 10% Increased users infrastructure/amenities (%)
East Cambridgeshire District	E14	Communities & Place	Sustrans Cycle Route Feasibility Studies	Commission Sustrans to produce 5 route feasibility studies to support funding bids for new cycling routes in East Cambridgeshire.	£0.00	£105,000.00	£45,000.00	£150,000.00	5 Number of feasibility studies supported	7% - Increased number of projects arising from funded feasibility study

East Cambridgeshire District	E8	Communities & Place	Explore East Cambs	Marketing of East Cambridgeshire as a place to visit and explore	£0.00	£25,495.39	£74,504.61	£100,000.00	2000 Number of people reached	10% - Increased footfall (%) 10% - Increased visitor numbers (%) 1% - Reduced vacancy rates (%) 25% - Increased number of web seraches for a place (%)
Fenland District Council	E6	Communities & Place	Amplifying Community Arts and Culture	The local creative and culture steering group would utilise the funding to engage local creative providers to develop more opportunities for the local community to engage in creative activities. This work would include upskilling the creative community with regard to communication and advertising of creative opportunities to ensure activity remains sustainable through an increased number of attendees. further the project will upskill the creative community with regards to grant funding - both searching for and applying successfully for such funding to further amplify what is available to Fenland's local community. A small capital funding element will be used to purchase necessary assets used for display and performance purposes; these to be available to the creative community across Fenland to facilitate community activities.	£30,000.00	£45,000.00	£45,000.00	£120,000.00	5 Number of organisations receiving financial support other than grants 5 Number of local events or activities supported 1 Number of facilities supported/created	1 - Job created 2 - Jobs safeguarded 25% - Increased footfall (%) 7% - Increased visitor numbers (%) 16% - Improved engagement numbers (%) 3 - Number of community led arts, cultural, heritage & creative programmes as a result of support 20% - Improved perception of events (%)
Fenland District Council	E9	Communities & Place	ASB Wisbech	Working with Blackfield Creatives, Clarion Housing, Clarion Futures, local schools and the police to develop creative and engaging ways to divert young people from ASB.	£14,000.00	£10,000.00	£10,000.00	£34,000.00	10 Number of organisations receiving non-financial support 40 Number of volunteering opportunities supported 5 Number of projects	40 - Volunteering numbers as a result of support

Fenland District Council	E19	Supporting Local Business	Fenland - Investment in Business	This project will provide access to the appropriate expertise and pump-priming grant funding for Fenland businesses to drive local economic growth, productivity, R&D, energy saving and business innovation to secure access to market opportunities. The project will proactively prioritise sectors that are important drivers for economic growth in Fenland including food processing and its supply chain, distribution and precision engineering sectors, however, there will be no sectoral restrictions for the project. The project will bring together all the best practice learned delivering recent grant based projects. It will bring skills development and business investment together in one scheme through a 'pre-qualification' process for grant awards.	£72,000.00	£195,000.00	£641,000.00	£908,000.00	50 Number of businesses receiving non-financial support 50 Number of businesses receiving grants 50 Number of potential entrepreneurs provided assistance to be business ready	25 - Number of businesses introducing new products to the firm 10 - Number of organisations engaged in new knowledge transfer activity 20 - Number of businesses adopting new to firm technologies or processes 50 - Number of new to market products 10% - Increased amount of low to zero carbon energy infrastructure installed (%) 10 - Number of businesses with improved productivity
Fenland District Council	E9	Communities & Place	Safer Wisbech - Addressing perceptions of low level crime and ASB in Wisbech	Three projects have been identified to work with young people using detached youth work as well as art/culture activities to divert them from ASB. Using these relationships and connections with young people the Safer Wisbech group would work with partners to work with young people over the next three years to develop innovative ways to encourage other young people away from crime and ASB. Working with the Community Safety Partnership we would fund various projects over the next three years to address this issue. Some additional things the group will be looking at over the next three years	£17,000.00	£17,000.00	£17,000.00	£51,000.00	30 Number of volunteering opportunities supported 9 Number of projects	30 - Volunteering numbers as a result of support

CPCA Wide, PCC, FDC	E14	Communities & Place	Scrap It Research Pilot	SCRAP IT is a group set up specifically to tackle Fly Tipping within communities with representatives from all the local councils from Cambridgeshire and Peterborough, as well as the NFU, CLA, Police and the Environment Agency. This group reviews fly tipping activity and shared best practice for enforcement. Each District will be provided with access to a unique research pilot looking at the causes of small scale fly tips in urban environments with the research being carried out by the University of Cambridge as well as signage, barrier tape and monitoring equipment.	£25,000.00	£0.00	£0.00	£25,000.00	1 - Number of feasibility studies supported	7% - Increase number of projects arising from funded feasibility study
Huntingdon District Council	E14	Communities & Place	Active Travel Feasibility Studies	Commission to produce up to five route feasibility studies to support future external funding bids for new sustainable travel routes in Huntingdonshire.	£0.00	£100,000.00	£50,000.00	£150,000.00	1 Number of feasibility studies supported	7% - Increase number of projects arising from funded feasibility study
Huntingdon District Council	E22	Supporting Local Business	Business and IP Centres	Business and IP Centres across Cambridgeshire and Peterborough Libraries provide vital market intelligence/data and support services to earlier stage new start ups, start ups and SMEs. They have had successes particularly in supporting new start ups in the under represented Female/BAME groups. HDC would seek to support this with a bespoke funding competition to support 4 new start ups in the female/BAME sector.	£0.00	£47,500.00	£27,500.00	£75,000.00	10 Number of businesses receiving financial support other than grants 10 Number of businesses receiving non-financial support 4 Number of businesses receiving grants 10 Number of potential entrepreneurs provided assistance to be business ready	30 - Jobs created 5 - Number of new businesses created

Huntingdon District Council	E11	Communities & Place	Community Based Employment & Skills Provision	Employment & Skills Support engaging economically inactivity via key community nodes, such as food hubs, via housing associations, providing tailored and targeted support, including focus on mental health & wellbeing, volunteering as a route to employment and progression pathways to further develop skills and employment through existing mainstream provision.	£0.00	£124,500.00	£148,561.00	£273,061.00	5 Number of organisations receiving financial support other than grants 5 Number of organisations receiving non-financial support 1 Number of facilities supported/created 50 Number of people attending training sessions	15% - Improved engagement numbers (%)
Huntingdon District Council	E18	Supporting Local Business	Manufacturing Digitisation	This project seeks to improve productivity and efficiencies of local SMEs. Through a partnership with MAKE UK we have a dedicated manufacturing sector workstream to support the digitisation and supply chain development for our local economy. Providing 12 hours free consultancy to provide diagnostic and consultancy advice on integrating new technologies for Industry 4.0. Supply chain resilience and UK centric focus to support volatility in global supply chains post Brexit and pandemic.	£0.00	£140,000.00	£140,000.00	£280,000.00	45 Number of businesses receiving financial support other than grants 45 Number of businesses receiving non-financial support 10 Number of people attending training sessions	50 Number of businesses adopting new to firm technologies or processes
Huntingdon District Council	E2	Communities & Place	Ramsey Great Whyte Improvements	the Great Whyte in Ramsey a project consisting of two complementary elements that will significantly enhance the overall physical, economic, and social vitality of this section of the Great Whyte including a proposed new Market / Agriculture Produce Hub delivering up to 10 retail units for local producers, retailers and businesses in appropriate dedicated retail space appropriate for twenty first century agri-food producers and delivery of circa 600 m2 public realm improvements wrapping around the Produce Hub. This revenue investment will provide funding for the first three years to promote the facility, to support community development and events and activities.	£0.00	£60,000.00	£160,835.00	£220,835.00	10 Number of organisations receiving non-financial support 1 Number of neighbourhood improvements undertaken 1 Number of facilities supported/created 5 Number of local events or activities supported	1 - Jobs Created 2 - Jobs safeguarded 10% - Improved perception of facilities & amenities (%) 10% - Increased users of facilities/amenities (%) 10% Improved perception of facilities/infrastructure project (%)

Huntingdon District Council	E21	Supporting Local Business	Start-up and Entrepreneurship programme	HDC will implement a programme of intensive series of workshops designed to help candidates through the process, equipping them with the skills and knowledge they need to apply for funding and launch their new business idea. Through interactive sessions, they will learn about everything from developing a business plan to marketing their new venture. With the expert guidance on offer, they will have everything they need to take those first vital steps towards setting up their own business.	£0.00	£50,000.00	£50,000.00	£100,000.00	50 Number of businesses receiving financial support other than grants 50 Number of businesses receiving non-financial support 50 Number of businesses receiving grants 100 Number of potential entrepreneurs provided assistance to be business ready	Jobs created - 20 Number of new businesses created - 10 25% - Increased number of businesses supported (%)
Huntingdon District Council	E6	Communities & Place	Vibrant Communities	Revenue funding to support events (arts, culture, skills, seasonal & environmental events) in town centres and large villages as part of a wider package of activity to increase up footfall. This is linked to a broader range of capital focussed interventions.	£60,000.00	£95,000.00	£0.00	£155,000.00	2 Number of local events or activities supported 1 Number of volunteering opportunities supported	0.5 - Job created 2 - Jobs safeguarded 25% - Increased footfall (%) 7% - Increased visitor numbers (%) 16% - Improved engagement numbers (%) 1 - Number of community led arts, cultural, heritage & creative programmes as a result of support 20% - Improved perception of events (%)

Peterborough County Council	E12	Communities & Place	Community Carbon Literacy	carbon literacy training to community members to ensure that as many people as possible are equipped to develop carbon reduction projects and communicate effectively on the climate emergency with their network of partners, staff and clients. The carbon literacy training will be offered to schools, businesses, Parish Councils, community groups, charities and public sector organisations. To qualify from the training scheme, participants must pledge to undertake significant actions to reduce carbon emissions. These actions, as well as future actions directed by the increased knowledge in the organisation, will aid the city to become net zero carbon more rapidly than would be achieved otherwise. A pipeline of projects will be developed throughout the city.	£9,381.00	£30,000.00	£47,291.00	£86,672.00	200 Number of organisations receiving non-financial support 500 Number of volunteering opportunities supported 1500 Number of people reached	15% - Improved engagement numbers (%)
Peterborough County Council	E23	Supporting Local Business	Culture Alliance	The objective is an effective, inclusive body which provides the structure to strengthen the broad cultural infrastructure of Peterborough and positions the area to maximise both financial input and the quality and range of its cultural life.	£40,000.00	£100,000.00	£125,000.00	£265,000.00	50 Number of businesses receiving non-financial support	10 - Jobs created 175 - Jobs safeguarded 5 - Number of new businesses created 8 - Number of businesses introducing new products to firm 355 - Number of businesses adopting new to firm technologies or processes 355 - Number of businesses with improved productivity



Peterborough County Council	E1	Communities & Place	Lincoln Road Regeneration	Building those relationships and the required trust across Peterborough will take time, patience and strategic vision: goodwill will also be an important condition for success. Where there are 'big projects' especially capital based, they should be run by organisations best equipped to do so. Conversely those organisations will need to be well linked and responsive to the network around the cultural leadership.	£0.00	£100,000.00	£50,000.00	£150,000.00	5800m2 - Amount of public realm created or improved 2 - Number of low or zero-carbon energy infrastructure installed 2800 Sqm of land made wheelchair accessible/step-free	39 - Jobs Created 15% - Increased Footfall (%) 15% - Increased Visitor Numbers (%) 1% - Reduced Vacancy rates (%) 10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of facilities (%)
Peterborough County Council	E2 & E3	Communities & Place	Local resilience: flood and climate risks	development of an adaptation plan for Peterborough to address the predicted local impacts of climate change, ensuring health, financial stability of residents and businesses, delivery of public services and protection of the local environment including both natural and built environments. The adaptation plan will focus on activity to be undertaken across the city, and may feature actions for a number of stakeholders and/or co-led projects. The development of this adaptation plan will be undertaken by external consultants following a procurement exercise. Officers across the council and external stakeholders will be invited to develop the scope of the adaptation plan.	£0.00	£32,501.00	£67,498.98	£99,999.98	5 Number of organisations receiving non-financial support 5 Number of neighbourhood improvements undertaken	10% - Increased footfall (%) 10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of amenities (%) 10% - Increased users infrastructure/amenities (%)

Peterborough County Council	E24	Supporting Local Business	Peterborough Digital Incubator	he Peterborough Digital Incubator would be a virtual programme, delivered online and through the use of facilities such as the ARU Peterborough Living Lab and The Vine, providing much needed support to students, entrepreneurs, and early stage businesses with digital specialisms. It would do this through the provision of networking, events, workshops, seminars, and mentoring designed to increase the business acumen of participants, and support them regarding the continued development of their technical expertise as well as providing mechanisms to improve access to finance.	£5,000.00	£57,261.00	£246,739.00	£309,000.00	10 - Number of businesses receiving financial support other than grants 60 - Number of businesses receiving non-financial support 10 - Number of businesses receiving grants 40- Number of potential entrepreneurs provided assistance to be business ready	80 - Jobs created 30 - New businesses created 40 - Number of businesses introducing new products to the firm 40 - Number of organisations engaged in new knowledge transfer activity 40 - Number of businesses adopting new to the firm technologies or processes 40 - Number of early-stage firms which increase their revenue following support
Peterborough County Council	E10	Communities & Place	Youth Zone for Peterborough	OnSide Youth Zones aren't youth centres as you may know them. These are inspirational hubs of energy and support packed with state-of-the-art facilities. They're a message to young people that someone really believes in them and has invested in their future. OnSide work in partnership with local authorities, young people, communities and the private sector (including businesses and philanthropists), OnSide puts in place five key foundations to create a new local charity which will go on to support thousands of young people for years to come. Youth Zones are:- Open 7 days a week, Open to all young people, Kitted out with state-of-the-art facilities, Staffed by skilled and dedicated youth workers, Over 20 activities on offer each session, Provide targeted support with an entry fee of 50p.	£205,499.56	£200,000.00	£849,500.44	£1,255,000.00	1 - Number of facilities supported/created 25 - Levels of participation in sports and recreational activities at facilities that have benefitted from funding	20% - Increased users of facilities/amenities (%) 20% - Improved perception of events (%)

South Cambridgeshire District	E22	Supporting Local Business	BIPC support for under represented groups	this scheme would be to provide in person appointment 1-2-1 support 1-2 days a month from our Cambourne Hall premises culminating to help businesses right from concept to those looking at growth. The funding also encompasses the launch of a 20k grant scheme competition to support 4 new start ups in the female/BAME sector.	£0.00	£50,000.00	£50,000.00	£100,000.00	50 - Number of businesses receiving non-financial support 5 - Number of businesses receiving grants 10 - Number of potential entrepreneurs provided assistance to be business ready	30 - New jobs created 25 - Jobs safeguarded 5 - Number of new businesses created 5 - Number of businesses adopting new to firm technologies and processes
South Cambridgeshire District	E3	Communities & Place	Community gardens and greenspaces - Half moved to REPF	communities in areas of identified need to acquire, design, build and maintain community parks and growing spaces with professional support coordinated community action. Two projects will be supported per year which can deliver high quality greenspace which will enhance civic pride, improve community cohesion and bring measurable health benefits.	£0.00	£40,000.00	£24,662.50	£64,662.50	8 - Number of rehabilitated premises 10 - Number of neighbourhood improvements undertaken 10 - Number of facilities supported/created	10% - Increased footfall (%) 10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of amenities (%) 10% - Increased users infrastructure/amenities (%)
South Cambridgeshire District	E16	Supporting Local Business	Grant scheme to support new start-ups	Micro/SME make up around 95% of the businesses in South Cambridgeshire. Whilst there is plenty of business advice and practical support for new start-ups in this sector, there is currently a gap in Growth Works funding eligibility criteria to help get these businesses off the ground, which is postcode specific in not supporting CB micro start-ups. This scheme would look to support new start-ups with the view to aligning some businesses with the opportunity to utilise space in Cambourne Hall for 3/6/12 months to help them at the very beginning of their journey. Support would also be available for businesses looking to set up within the retail/hospitality leisure sectors.	£0.00	£0.00	£100,000.00	£100,000.00	100 - Number of businesses receiving non-financial support 10 - Number of potential entrepreneurs provided assistance to be business ready	30 - Jobs created 20 - Jobs safeguarded 20 - Number of new businesses created 30% - increase in business sustainability 30% - increase in businesses supported

South Cambridgeshire District	E1	Communities & Place	Improving South Cambs High Streets	SCDC would consult with parish councils and residents of our 8 larger High Streets, in partnership with parish councils and community building/village hall committees and land owners implement changes agreed on dependant on consultation.	£0.00	£0.00	£300,000.00	£300,000.00	8 - Number of rehabilitated premises 8 - Number of decarbonisation plans developed	1 - Jobs Created 15% - Increased Footfall (%) 15% - Increased Visitor Numbers (%) 1% - Reduced Vacancy rates (%) 10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of facilities (%)
South Cambridgeshire District	E2	Communities & Place	Northstowe Community/Local Centre development support	supporting community, business and resident amenities/provision in healthy new town Northstowe. There are two anchor buildings the Council must build for the Enterprise Zone to be successful i.e. they will serve the needs of those employed there as well as the resident community. Ambitious, exemplar and true to our net 0 objectives, these buildings will become lynchpin place-making markers jumpstarting the masterplan and setting the tone, feel and vision for EZ development in its entirety	£108,559.50	£147,119.00	£344,321.50	£600,000.00	1 - Number of commercial buildings developed or improved 945m2 - Amount of commercial buildings developed or improved 945m2 - Amount of public realm created or improved 1 - Number of low or zero-carbon energy infrastructure installed 1 - Number of decarbonisation plans developed 950m2 - Sqm of land made wheelchair accessible/step-free	10% - Improved perceived/experienced accessibility (%) 10% - Improved perception/experience of facilities (%) 10% - Increased users infrastructure/amenities (%)



Agenda Item No: 2.4

Budget and Performance Report

To:	Skills Committee
Meeting Date:	6 March 2023
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Chair of the Skills Committee
From:	Bruna Menegatti, Finance Manager
Key decision:	No (KD for CA Board)
Forward Plan ref:	N/A
Recommendations:	<p>The Skills Committee is invited to:</p> <ul style="list-style-type: none">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:<ul style="list-style-type: none">1) AEB Innovation Fund – Revenue;2) AEB Provider Capacity Building; and3) AEB Strategic Partnership Development.
Voting arrangements:	A simple majority of all Members present and voting.

1. Purpose

- 1.1 To provide 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.
- 1.2 The paper also provides a performance update on Skills projects and a trajectory of expected performance against devolution deal objectives.
- 1.3 Recommend 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.

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 October, against the approved annual budget. This report will provide an update to the end of March.

3. Revenue Income & Expenditure

- 3.1 A breakdown of the Business and Skills Directorate ‘Skills Revenue’ income for the period to 31 January 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	YTD Actuals	YTD Variance	FY Forecast Outturn	FY Forecast Outturn Variance
	£k	£k	£k	£k	£k
Adult Education Budget	-11,989	-11,974	15	-11,989	-
AEB Level 3	-955	-802	153	-955	-
Careers Enterprise Company Funding	-200	-224	-24	-224	-24
Digital Skills Bootcamp	-1,686	-114	1,572	-1,273	413
Skills Advisory Panel Grant	-75	-55	20	-75	-
Skills Bootcamp Wave 3	-4,892	-725	4,167	-1,926	2,966
Total Skills Grant income	-19,797	-13,894	5,903	-16,442	3,355

- 3.2 The expected YTD position for income - as set out in the table above - shows a variance for the year to date of £5,903k compared to the full year budget. ‘Actual’ figures are based on payments received and accrued income where known. The bulk of this variance relates to Skills Bootcamp Wave 3.

- 3.3 Key variances between the YTD position for income and the associated annual budget are set out below:

1. Skills Bootcamp Wave 3 (£4,167k) of the underfunding against full year budget. The £725k received on the accounts to date are referring to grant funds received by

CPCA upfront from the Department for Education. Claims to Training Providers who are delivering the course provision and job outcomes will be paid in arrears up until February 2024 across three payment milestone points per course cohort. The large FY forecast outturn variance of £2,966k reflects the changes in the number of estimated students. More details on this are included in the expenditure section below.

2. Digital Skills Bootcamp (£1,572k) of the underfunding against full year budget. This reflects the tardiness of claims in the DfE system.

- 3.4 A breakdown of the Business & Skills Directorate 'Skills Revenue' expenditure for the period to 31 January 2023, is set out in Table 2. below.

Table 2

Skills Revenue Budget	22/23 Budget	YTD Actuals	YTD Variance	FY Forecast Outturn	FY Forecast Outturn Variance
	£k	£k	£k	£k	£k
AEB Devolution Programme	10,449	10,066	-383	9,917	-532
AEB Free Courses for Jobs	955	271	-684	507	-448
AEB Innovation Fund - Revenue	629	350	-279	350	-279
AEB Programme Costs	367	333	-34	367	-
AEB Provider Capacity Building	156	88	-68	88	-68
AEB Strategic Partnership Development	196	33	-163	88	-108
Careers and Enterprise Company (CEC)	224	137	-87	224	-
Changing Futures	60	-	-60	60	-
Digital Skills Bootcamp	1,785	297	-1,488	297	-1,488
Economic Rapid Response Fund	41	44	3	41	-
FE Cold Spots (rev)	225	-	-225	225	-
Health and Care Sector Work Academy	2,467	479	-1,988	1,752	-715
Multiply	1,209	685	-524	1,039	-170
Skills Advisory Panel (SAP) (DfE)	95	37	-3	95	-
Skills Bootcamp Wave 3	3,640	166	-3,473	176	-3,464
Skills Bootcamp Wave 3 PM costs	274	2	-272	274	-
Skills Rapid Response Fund	27	-	-27	27	-
Total Skills Revenue Budget	22,799	12,988	-9,811	15,527	-7,272

- 3.5 The YTD Actuals as set out in the table above shows an underspend against full year budget of £9,754k. 'Actual' figures are based on payments made and accrued expenditure where known.

- 3.6 Key variances between the revenue expenditure YTD and the annual budget are set out below:

- i. Skills Bootcamp Wave 3 (£3,473). Due to the slower than anticipated learner and

employer recruitment , the forecast has been revised down to account for 840 learners from the original 1,780. Additionally, The Combined Authority did not receive bids in all procurement Lots, therefore further funding allocation took place at a later date decreasing the mobilisation and delivery period for some Skills Bootcamp courses. 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 forecast to £176k for this financial year, with a further £1,023k to be used in the next financial year. The Combined Authority has provided feedback to the DfE of the benefits a multi-year funded contract could have rather than one-year contracts.

- ii. Health Care Sector Work Academy (£1,988k). The challenges on the delivery of the programme highlighted in previous' paper have been reflected by a reduction of the forecast to £1,752k, from the original £2,467k. The remaining amount cannot be brought forward to next financial year.
- iii. Digital Skills Bootcamp accounts for £1,488k of the variance. As the programme is now finished, there is no expectation for further expenditure on this financial year.
- iv. The overall AEB programme account for £1,610k of the variance, of which the key variances have been analysed below:
 - a. AEB devolution programme (£383k), this will cover the expenditure to grant providers to the end of the financial year. Despite being on budget, the forecast is expected to be lower by £532k, as providers have been requested to reimburse unused funds during the academic year 21/22. These funds will be available to be used in the next financial year.
 - b. Free courses for job (£684k). Further expenditure expected on this project in this financial year is of £236k. The variance is due to the delay in the commencement of the programme, originally planned for August, then postponed to October. The remainder of the funds (£448k) will be carried forward to next financial year.
 - c. AEB Innovation Fund – Revenue (£279k), AEB Provider Capacity Building (£68k) and AEB Strategic Partnership Development (£163k). These programmes are subject to delays due to limited staffing resources to fulfil the legal requirements. The expected underspend of £455k will be slipped to next financial year.

4. Request to merge budget lines from FY 23/24

- 4.1 This section is requesting the approval for merging the budget lines below under the same heading on from financial year 23/24:
 - AEB Innovation Fund – Revenue
 - AEB Provider Capacity Building
 - AEB Strategic Partnership Development

The total budget for next financial year is £537k.

Merging the budgets of these similar activities will allow for easier project management and reporting. This will help reduce the staffing time required to manage the budgets without reducing the quality. It will allow the team to concentrate on performing the tasks which has caused the slippage of the budget from the current financial year to the next.

5. Performance Reporting

- 5.1 The Cambridgeshire and Peterborough Devolution Deal is about delivering better economic outcomes for the people of our area and commits us to specific results.
- 5.2 Appendix 1 shows the Skills Performance Dashboard, with an update on project RAG ratings. The data is from the end of January 203 and shows that we have 2 green skills projects, 3 amber and 3 red.
- 5.3 The rationale for each RAG status is captured within monthly highlight reports. If more information is sought, then these are available on request.
- 5.3 Future performance reporting arrangements are being developed to adopt new metrics with a stronger outcome focus.

Significant Implications

6. Financial Implications

- 6.1 There are no financial implications other than those included in the main body of the report.

7. Legal Implications

- 7.1 The Combined Authority is required to prepare a balanced budget in accordance with statutory requirements.

8. Public Health implications

- 8.1 N/A

9. Environmental and Climate Change Implications

- 9.1 N/A

10. Other Significant Implications

- 10.1 N/A

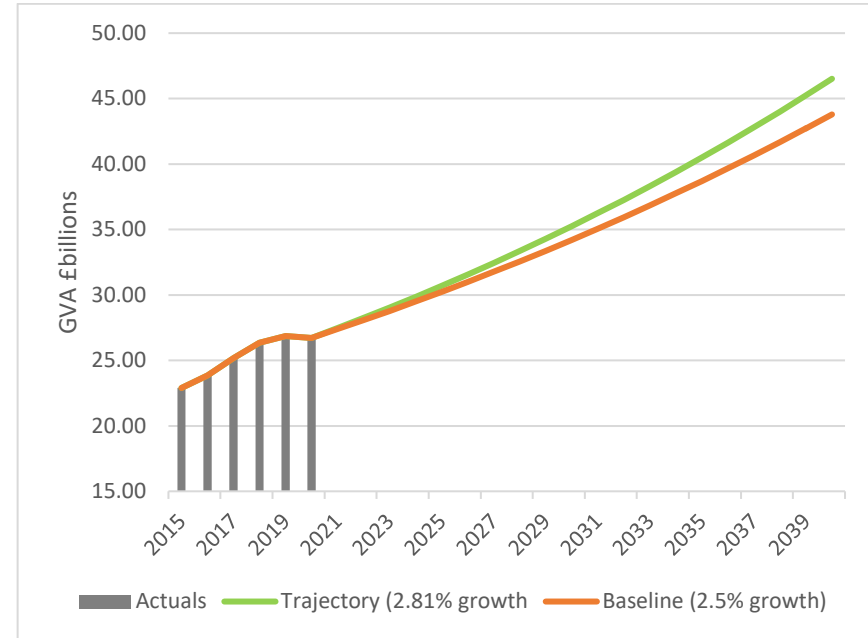
11. Appendices

- 11.1 Appendix 1 – Performance Dashboard

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.

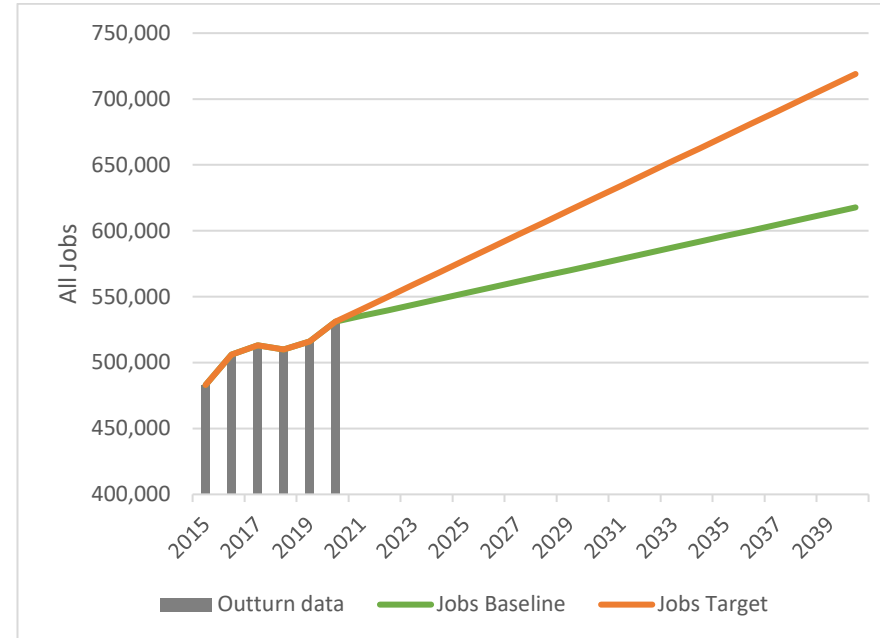
Skills Committee Combined Authority Performance Dashboard Devolution Deal Trajectory

GVA TRAJECTORY V BASELINE



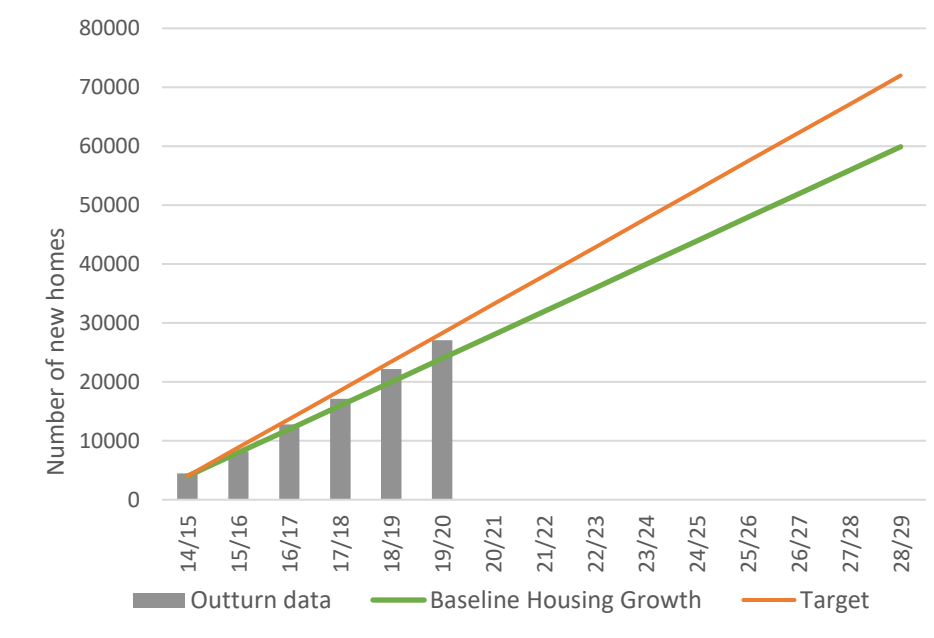
This has been updated in line with National Reporting standards. The CPCA Devolution Deal committed to doubling GVA over 25 years with 2014 as the baseline. To achieve this target the CPIER identified the region would require annual growth of 0.31% on top of the 2.5% baseline growth.

JOBS TRAJECTORY V BASELINE



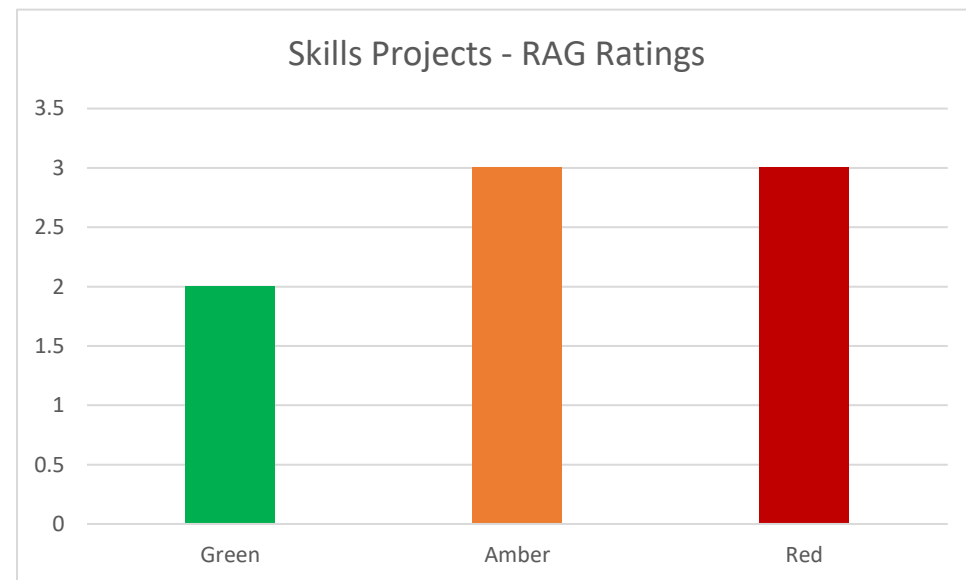
Target is derived through the CPIER by the GL Hearn report with a high growth scenario of 9,400 additional job growth per annum and a baseline of 4,338 jobs per annum.

HOUSING PERFORMANCE (*cumulative figures)



Devolution Deal target to deliver 72,000 new homes over a 15-year period. £170m affordable homes programme is expected to deliver over 2,500 additional homes.

Combined Authority Skills Project Profile:



Skills projects	
Project	RAG status
Adult Education Budget (AEB)	Green
Growth Works (Business Growth Service)	Amber
University of Peterborough Phase 1	Green
University of Peterborough Phase 2	Red
University of Peterborough Phase 3	Amber
Skills Bootcamps Wave 3	Amber
Health & Care Sector Work Academy (HCSWA)	Red
Multiply	Red

Data as at the end of January 2022



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 3.1

Growth Works - Management Update for Q8 (October to December 2022) and Annual Reporting for January to December 2022

To:	Skills Committee
Meeting Date:	6 March 2023
Public report:	This report contains an appendix which is exempt from publication under Part 1 of Schedule 12A of the Local Government Act 1972, as amended, in that it would not be in the public interest for this information to be disclosed (information relating to the financial or business affairs of any particular person (including the authority holding that information)). The public interest in maintaining the exemption outweighs the public interest in publishing the appendix.
Lead Member:	Councillor Lucy Nethsingha, Lead Member for Skills and Chair of the Skills Committee
From:	Steve Clarke, Interim Associate Director Business
Key decision:	No
Recommendations:	The Skills Committee is asked to: a) Note the Growth Works Programme Year Two Review and Performance Data to Q8 (16 December 2022).
Voting arrangements:	No vote required.

1. Purpose

1.1 To update the Committee on Growth Works Year 2 Annual Programme Review and Programme performance data to Quarter 8 (Yr2) covering the period to December 2023.

2. Growth Works - Programme Performance to Date

2.1 The Growth Works Programme Year 2 Annual Review is attached as [Appendix 1](#) to this report which gives more detailed analysis across all indicators. The table below sets out the basic summary for the year 2 performance against the contracted key performance outcomes at the programme level, plus the remaining year 3 balance target to achieve programme end contracted performance:

Service Line	Year 2 Target	Year 2 Actual (Jan to Dec 2022)	Programme Actual (Feb 2021 to date/Q8 yr2)	Total Programme Targets	Year 3 Targets (to Dec 2023)
Skills - Apprenticeships	449	251	317	1,400	1,083
Skills – Learning Outcomes	748	610	867	1,705	838
Growth Coaching – New Jobs	1,454	1,388.5	1,527.5	3,223	1,695.5
Inward Investment – New Jobs	263	349	672	823	151
Grants – New Jobs	474	255	694	1,220	526
Equity – New Jobs	10	14	14	220	206

2.2 The table breakdowns below are the contracted programme outcomes that have been delivered to end of year 2, further split by Local Authority geography and any in the wider old Local Enterprise Partnership (LEP) outside of Cambridgeshire and Peterborough.

Growth Works Service delivery	CCC	ECDC	FDC	HDC	PCC	SCDC	LEP Area	TOTAL
Growth Coaching:	66.5	55	190	155.5	276.5	544.5	100.5	1,388.5
Investment	285		18		20	26		349
Capital Grants	33	71	21	38	52	40		255
Equity Investment					14			14
<i>Skills has no target to achieve for jobs but occasionally creates jobs</i>								63
Year-2 New Jobs accumulative total	384.5	126	229	193.5	362.5	610.5	100.5	2,069.5
Year-1 New Jobs accumulative total	154	267	81	79.5	188.5	77	58	905
TOTALS	538.5	393	310	273	551	687.5	158.5	2,974.5

Skills Outcome	CCC	ECDC	FDC	HDC	PCC	SCDC	LEP Area	TOTAL
Year-2 Learning Outcomes	33	0	79	19	479	0	0	610
Year-1 Learning Outcomes	17	1	44	1	194	0	0	257
TOTALS	50	1	123	20	673	0	0	857

Year-2 accumulative Apprenticeships	85	5	25	10	116	10	0	251
Year-1 accumulative Apprenticeships	10	3	7	9	30	7	0	66
TOTALS	95	8	32	19	146	17	0	317

- 2.3 Growth Works with Skills are working to an improvement plan to address the shortfall in targets during 2023, with a particular emphasis on ESF KPIs. So far this year the team are seeing an upturn in learning outcomes – although the spread of these across the patch needs balancing. The Combined Authority Skills team are working very closely with this workstream to enable the increase in outputs during the final year.
- 2.4 Growth Coaching finished the year solidly, with new capabilities in the team onboarded and engaging the market with notable success, especially with regards to coaching journey completions. The Project Change Request (PCR) with Department for Levelling Up, Housing and Communities (DLUHC) has been approved, and the contractor has acknowledged the volume of the grants remaining to be delivered by June 2023 and is already advertising the revised grant offer to the market.
- 2.5 The Inward Investment team has exceeded the original contract targets for jobs and the number of new to pipeline companies supported, accounting for a great deal of the total programme outperformance in jobs in Year 2. The Inward Investment team closed the year with new stretch targets linked to the additional £400,000 awarded by the Business Board from the recycled Local Growth Funding (LGF).
- 2.6 Capital Grants helped a further 29 businesses meet their growth ambitions with match-funded support for their capital investment programmes. This workstream challenge will be in delivering the full jobs target required with the remaining capital grant funds to be awarded.
- 2.7 The Equity investment workstream had its first deal agreed through the Investment Secretariat and is building strong momentum with a healthy pipeline of companies ready to review for investment during year 3.

3. Growth Works – Future Performance Management

- 3.1 The economic performance of the UK will continue to impact business decision-making, and these factors are reflected in Year-3 forecasts. It is important to note that Growth Works was initially built on the hypothesis that there would be a marked economic recovery following the Covid pandemic. However, due to unrest in Eastern Europe and the effect of the associated increase on energy and food prices and the resulting global cost of living

crisis this has not eventuated. As reported at the last Skills Committee and Business Board this has undoubtedly had a knock-on effect with businesses focusing on capital expenditure and core operational expenditure and less on what are viewed as ancillary services. As a result, the volume services of the Programme, Growth Coaching and Skills, both with performance not meeting required increases in output in the second year of the Programme and a forecasted run rate below required outputs to ensure overall Programme Success in year 3.

- 3.2 Acknowledging this and having explored several options, the final measures for the Contractor to address any potential future shortfalls in performance were to make recommendations for 5 changes to the Programme. These were presented to Growth Co in October 2022 and then to the Business Board and Skills Committee in November 2022, and included:

Overall Programme

Recommendation 1. **An overall reduction of 10% in the jobs created target due to the impacts of external macro-economic factors and their impacts on the UK economy.**

Outcome: despite acknowledging the change in economic conditions and are weary of the effect on the Programme, this request was declined in favour of keeping existing targets.

Growth Coaching

Recommendation 2. **Increasing the jobs to be created from the £3,000,000 European Regional Development Fund (ERDF) funded grant programme from 400 to 1,240.**

Outcome: Project Change Request (PCR) agreed to make revenue grants more flexible and not wholly related to growth coaching to make it easier to support businesses and distribute the funds. This was approved by BEIS in January 2023.

Recommendation 3. **The Growth Coaching Service would be reduced to ensure it can still service existing clients delivering an additional 707 jobs on top of the 710 (ex-ERDF) created to date.**

Recommendation 4. **Reallocating £500,000 of Local Growth Funding and 454 jobs from Growth Coaching to Inward Investment.** *Outcome:* The re-allocation of job targets and associated budget switch between service lines is being negotiated between GEG and service sub-contractor.

Skills

Recommendation 5. **The Skills Service to pivot from focusing on longer term culture change to medium term deliverables to deliver the required learning outcomes, apprenticeship starts and ESF KPIs; this will require both strategic and operational changes at pace.** *Outcome:* acknowledging that a focus shift was needed to increase results immediately and the sub-contractor has agreed to restructure the Skills Service including the hiring of additional staff focused on engagement with colleges.

- 3.3 From the Prime Consortia Contractor perspective, their Project Management Office (PMO) function will continue to support delivery of services, however, these recommendations were put before the Business Board and Skills Committee to reflect the ability of each sub-contractor to deliver, within existing resources and using current budgets to ensure the strongest possible performance in the third and final year of the programme. They also look

to build on our proven strengths and the evident needs of businesses while mitigating current performance risks and challenges.

- 3.4 Furthermore, a Growth Co Programme Management Committee was established in January 2023 to supplement monthly/quarterly Contractual review meetings and to support the Growth Co Programme Board scrutinize performance delivery of Growth Works. The Committee meets monthly and is made up of representatives from Growth Co, CPCA, Business Board and Skills Committee.
- 3.5 The Growth Works Net Promoter Score (NPS) for Quarter 8 was 62% which is classed as 'excellent' and is comparable with Q7's NPS of 62%. With Growth Works contractors inviting more companies than in previous quarters to participate in the survey, there were 34 responses out of 279 companies which gives a response rate of 12% which is down from the 23% Quarter 7 survey response rate. A copy of the NPS Survey is attached as Appendix 2 to this report.

Significant Implications

4. Financial Implications

- 4.1 There are no direct financial implications.

5. Legal Implications

- 5.1 No legal implications.

6. Public Health implications

- 6.1 No public health implications.

7. Environmental and Climate Change Implications

- 7.1 No environmental or climate change implications.

8. Other Significant Implications

- 8.1 None.

9. Appendices

- 9.1 Appendix 1 – Growth Works Programme Year 2 Annual Performance Review.
- 9.2 Appendix 2 – EXEMPT - Growth Works Net Promoter Score Quarter 8 (Oct-Dec 2022).

10. Background Papers

- 10.1 [CMIS > Meetings](#) – Quarter 7 Performance Update Report (Skills Committee - Item 2.5).

CPCA Growth Works Year Two Annual Review

Reporting Period 1st January to
16th December 2022



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HM Government



European Union
European Structural
and Investment Funds

Year Two Review – Contract Schedule 8.1 Governance

Year-2: 1st January to 16th December 2022

Contract Schedule 8.1. Governance, describes the approach to be adopted by the GrowthCo and Growth Works in relation to the governance of the Business Growth Services agreement. Specifically, sub-clauses 2.1.1. to 2.1.3. states that the approach to governance includes

2.1.1. how the Parties will manage and maintain an effective relationship between them

2.1.2. the principles under which the Parties shall operate

2.1.3. the Governance Structure under which the Parties shall operate

The Governance Structure mentioned in sub-clause 2.1.3. is codified further in Appendix-1 (Governance Groups) to Schedule 8.1., Part-5 of which codifies the Annual Review Committee – purpose, remit, attendees, and timeframe. The five core parts to the Annual Review Committee are documented as:

- a. Review a breakdown of performance against Performance Indicators;
- b. Consider likely outcome, and details of, Incentive Profit to be paid;
- c. Focus on Service Line pipeline for the upcoming year;
- d. Collaboration and sharing of best practice between local authorities and consortium; and
- e. Future innovations and strategy – annual plan.

In accordance with the requirements of Part-5 of Appendix-1, Schedule 8.1. Governance, Growth Works hereby submit our Year-1 Annual Review Report to GrowthCo for review and to inform the discussion we look forward to having with you in the Annual Review Committee Meeting.

We shall take this opportunity to frame with you that this is a lighter touch report than the standard month end and quarter end reports due to the specific and more limited focus desired by the GrowthCo as articulated in bullet points ‘a’ to ‘e’ above. This report covers these five points in the sections that follow in varying degrees of detail, as the purpose of the report is to inform and augment the meeting.

GLOSSARY

NOTE: this report may contain acronyms and abbreviations. The glossary below is intended to help readers understand them where they appear. Additionally, we use coloured arrows (red, amber, green) to indicate relative performance against the contracted indicators.

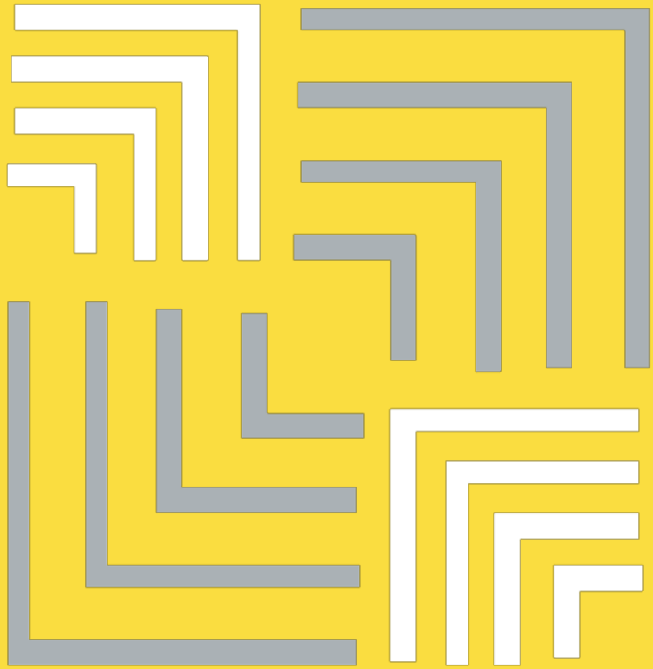
Acronym / Term	Definition
AML/KYC	Anti-Money Laundering / Know Your Customer – company checks made to build assurance
BEIS	Department for Business, Energy and Industrial Strategy – a UK Central Government entity
CEC	Careers and Enterprise Company – a contract serviced by GW for CPCA
CapEx	Capital Expenditure (items of capital value, or assets, on a company balance sheet)
CPCA	Cambridgeshire and Peterborough Combined Authority
CO23/R9	Metrics for the Skills Service under ESF (see below)
CPIER	Cambridgeshire and Peterborough Independent Economic Review
CRF	Community Renewal Fund
CRM	Customer Relationship Management - in this case the tool we all use is HubSpot
DIT	Department for International Trade – a UK Central Government entity
DIT-IST	DIT's Investment Services Team – outsourced function helping investors into the UK
DWP	Department for Work and Pensions – a UK Central Government entity
EOI	Expression of interest – an early stage in a process for identifying a potential beneficiary
Enrolments	A company being served by the Growth Coaching Service that is enrolled in a service delivery
ERDF	European Reconstruction and Development Fund
ESF	European Social Fund
ESIF	European Structural Investment Funds
FTE	Full Time Equivalent - standard unit of measure for staff deployed to deliver agreed activity
GC	Growth Coaching – one of the four service lines GW is delivering for CPCA
G&E	Grants & Equity – one of the four service lines GW is delivering for CPCA
GEG	Gateley Economic Growth Services – the legal entity delivering under the Growth Works brand

Acronym / Term	Definition
GHQ	Global Head Quarters
GVA	Gross Value Added – an economic impact calculation
GW	Growth Works – the market facing brand of Gateley Economic Growth Services
I.D.	A unique identifier reference to a particular case
IIS	Inward Investment Service – one of the four service lines GW is delivering for CPCA
LGF	Local Growth Funding
LIS	Local Industrial Strategy
MHCLG	Ministry of Housing, Communities and Local Government
P2P	Peer to Peer
PIV	Project Inception Visit - a process step in securing central government approval to disburse ESIF monies to beneficiaries
PMO	Programme Management Office
Q#	Quarter (a reporting period of three calendar months)
RAG	Red-Amber-Green - an evaluation method where green is positive, amber is neutral, and red is a cause for concern. We use metrics to assess RAG on the Performance Indicators as per the contract schedules on performance and reporting, and payments (Green >95%, Amber 75%-95% , Red <75%)
RAID Log	A management information tool for capturing, evaluating and managing Risks, Assumptions, Issues and Dependencies to delivery of contracted outcomes
SME	Small- and Medium-sized Enterprise
SPV	Special Purpose Vehicle
SS	Skills Service – one of the four service lines GW is delivering for CPCA
TDMI	Talent Development Maturity Index
TUPE	Transfer Undertakings for the Protection of Employees



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2. Year One Performance (Against Performance Indicators) p.9
3. Pipeline Forecast for 2023 (Against Performance Indicators) p.19
4. Collaboration and Innovation p.35
5. Area Performance Packs p.45



1. Programme Director's Summary

Year Two Review – Performance Summary

Year-2: 1st January to 16th December 2022

Combined Authority Colleagues,

I am delighted to be sharing the Year Two Annual Review with you for the period 1st January to 16th December 2022, now that we have closed the book for Year-2 delivery of the Business Growth Services contract. What a year!

While the outturn on jobs remains ahead of where we had hoped it would be at this stage of the programme, heading into the final year we are conscious that challenges remain that need addressing, particularly (but not solely) in the volume heavy services.

The fact we are ahead of our jobs target at the end of Year 2 is an outstanding achievement as the challenges we face are heavily influenced by external factors – most notably the economic downturn and cost of living crisis. Just as we had all hoped for the economy, and supply chains especially, to start to reset as we emerged from the pandemic, the war in Ukraine has heavily impacted energy and almost all input prices leading to historically high inflation. The Bank of England is taking steps to cool inflation (both price and wage inflation) but these measures take time to flow through into the economy.

Businesses across the patch are no different to the rest of the UK – they are not immune to these headwinds and are heavily influenced by the general economic situation. They have been telling us all year that they will pause and reflect before making decisions about how, when and where to invest their time and money – working capital is critical to their thinking. Ultimately, it is their capital decisions that lead to the creation of jobs and apprenticeships. Delivering the outcome CPCA seeks may require a recalibration of some services early in 2023, as we shared in our review paper to the Business Board at the tail end of 2022.

Growth Coaching finished the year solidly, with new capability in the team onboarded and engaging the market with notable success, especially with regards to coaching journey completions. At time of writing the PCR with DLUHC has been approved, and the team acknowledge the volume of the requirement remaining to be delivered in the year ahead.

The Inward Investment team has exceeded the original targets for jobs and new to pipeline companies supported, accounting for a great deal of the programme outperformance in jobs in Year 2. The Inward Investment team closed the year with new stretch targets linked to new money from recycled LGF funding. Delays in CPCA providing the LGF funding will continue to impact the team’s ability to deliver the increased jobs numbers, without the funds accessible the desired outcome cannot be achieved.

The Skills Service will address the shortfall in targets during 2023, especially ESF, but we are seeing an upturn in learning outcomes – although the spread of these across the patch needs balancing.

SME CapEx Grants helped a further 29 businesses meet their growth ambitions with match funded support for their capital investment programmes. Their challenge will be in delivering the jobs required.

Finally, at the end of the year a new Equity service was launched. At the time of writing (but after the 16th December cut off date) Equity had it’s first deal agreed through the Investment Secretariat and is building momentum with a healthy pipeline of companies ready to review.

As stated in our review paper to the Business Board, the economic performance of the UK will continue to impact business decision-making, and these factors are reflected in our Year-3 forecasts. The programme team remain committed to rising to meet the challenges ahead and as we head into the final year of the programme.

I look forward to discussing the past year and journey ahead with you in the Year Two Annual Review and to continued collaboration onwards to create the outcome we all want to achieve – jobs and apprenticeships!

Richard Cuda,

Programme Director

Year Two Review – Performance Indicator Scorecard Summary

Year-2: 1st January to 16th December 2022



Growth Coaching



95%

1388.5 Jobs created (committed)



96%

1,491 Businesses provided with a Growth Diagnostic



65%

311 Business enrolments



78%

302 Businesses starting a coaching journey



85%

279 Businesses completing a coaching journey

Inward Investment



133%

349 Jobs created (committed)



281%

174 Inward investors receiving information, diagnostics, and brokerage support



60%

9 Inward investor commitments to expand or for new investments

Year-2 Jobs committed

2,201
(Target)

2,069.5
(Actual)

Skills



56%

*251 Apprenticeships created (committed)



82%

610 Additional training and learning outcomes



98%

71 out of 72 eligible schools engaged in CEC



64%

73 CO23's / SME



48%

engagemen



76%

t

Equity



140%

14 Jobs created (committed)



0%

0 equity investment project between £150k and £250k



100%

X R9 (CO23 action plans)

SME CapEx Grants



54%

255 Jobs created (committed)



116%

completed

Year Two Review – Performance Indicator Scorecard Summary

54 out of 71 schools

engaged have

completed a Compass

£250k Small

Business

Capital

Growth

Investment

equity

29

Companies

receiving a grant

offer

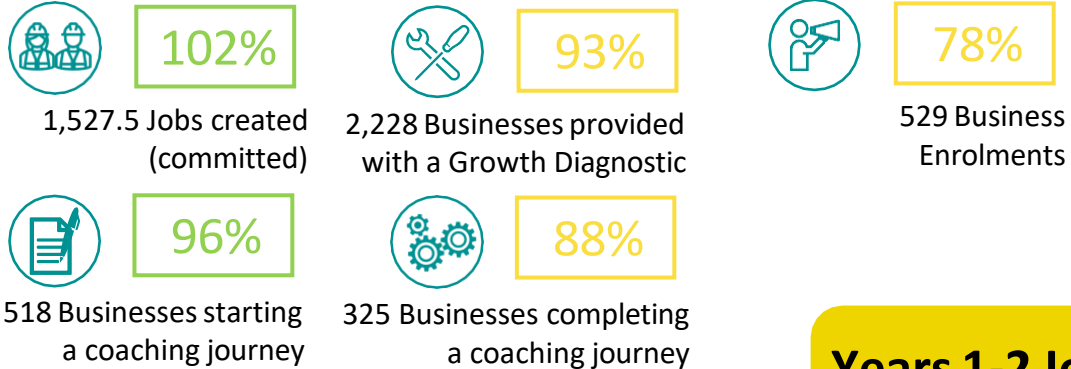


Programme to Date Review – Performance Indicator Scorecard Summary

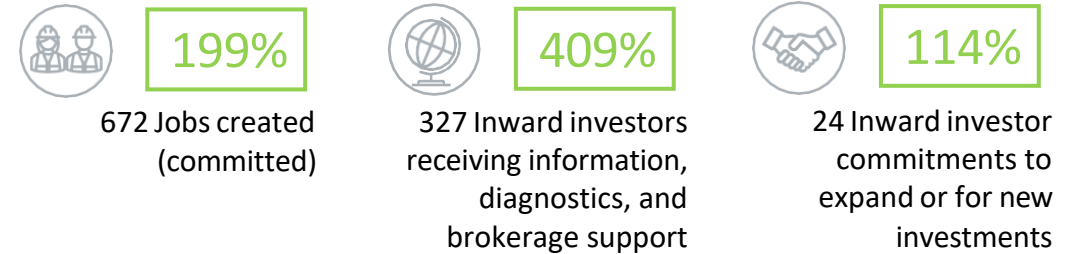
Years 1-2: 15th February 2021 to 16th December 2022



Growth Coaching

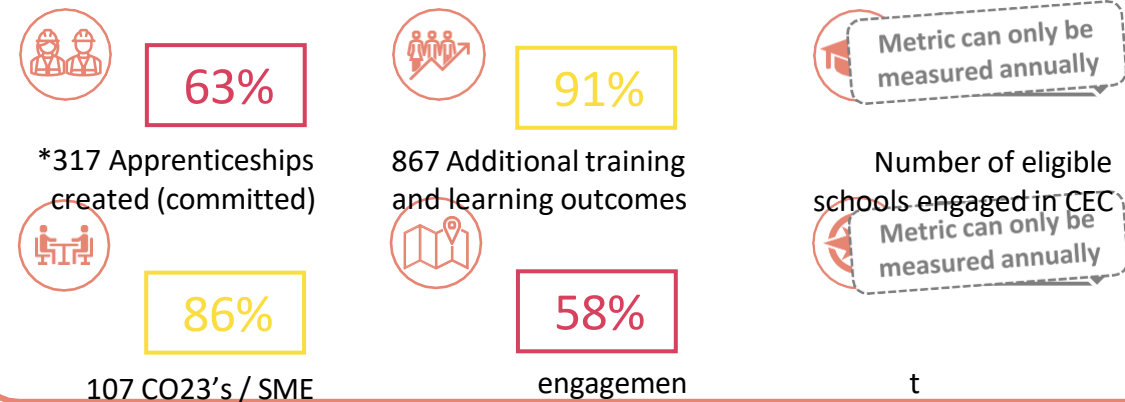


Inward Investment

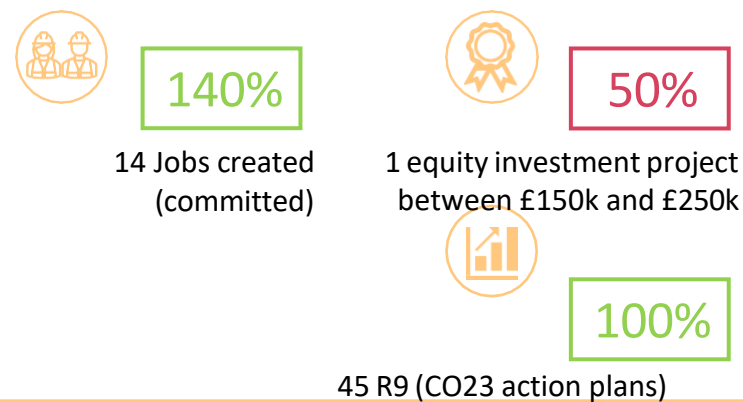


Years 1-2 Jobs committed **2,719** (Target) **2,974.5** (Actual)

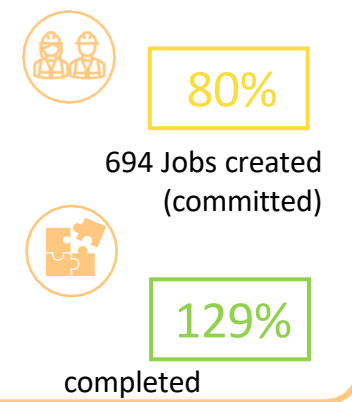
Skills



Equity



SME CapEx Grants

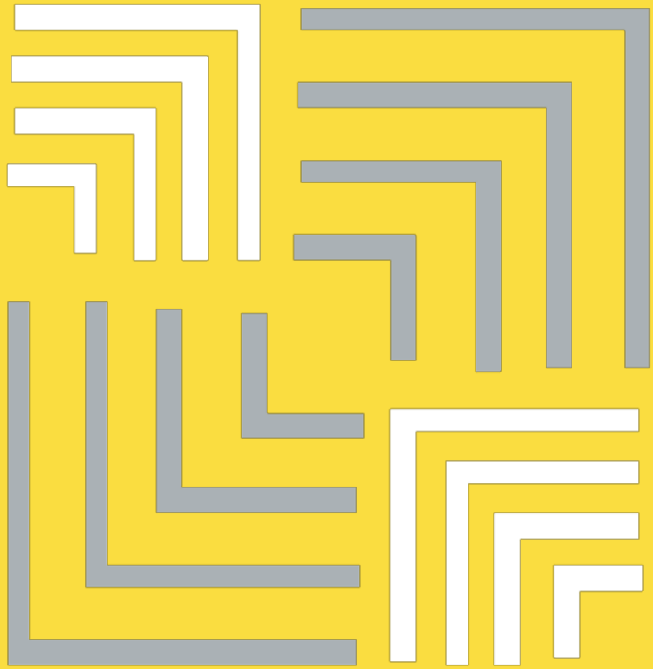


Programme to Date Review – Performance Indicator Scorecard Summary

Years 1-2: 15th February 2021 to 16th December 2022

Schools engaged have completed a Compass	£250k Small Business Capital Growth Investment equity	72 Companies receiving a grant offer
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2. Year Two Performance against Performance Indicators



GROWTH WORKS

**SECTION – 2a: Performance Indicators
Outcome – Jobs, Apprenticeships and
Learning Outcomes**

Programme Director's Summary: Growth Works Outcomes – Year-2, 2022



JOB	Year 1 Target	Year 2 Target	Year 3 Target	Programme Target	Year 1 Actual	Year 2 (01-Jan to 16-Dec)	Year 3	Programme Actual (15-Feb-2021 to 16-Dec-2022)
Coaching	46	1,454	1,723	3,223	139	1,388.5		1,527.5
Inward Investment	75	*263	*485	*823	323	349		672
Grants	397	474	349	1,220	439	255		694
Equity	0	10	210	220	0	14		14
SKILLS HAS NO TARGET TO ACHIEVE FOR JOBS BUT OCCASIONALLY CREATES NEW JOBS					4	63		67
Total	518	2,201	2,767	5,486	905	2,069.5		2,974.5

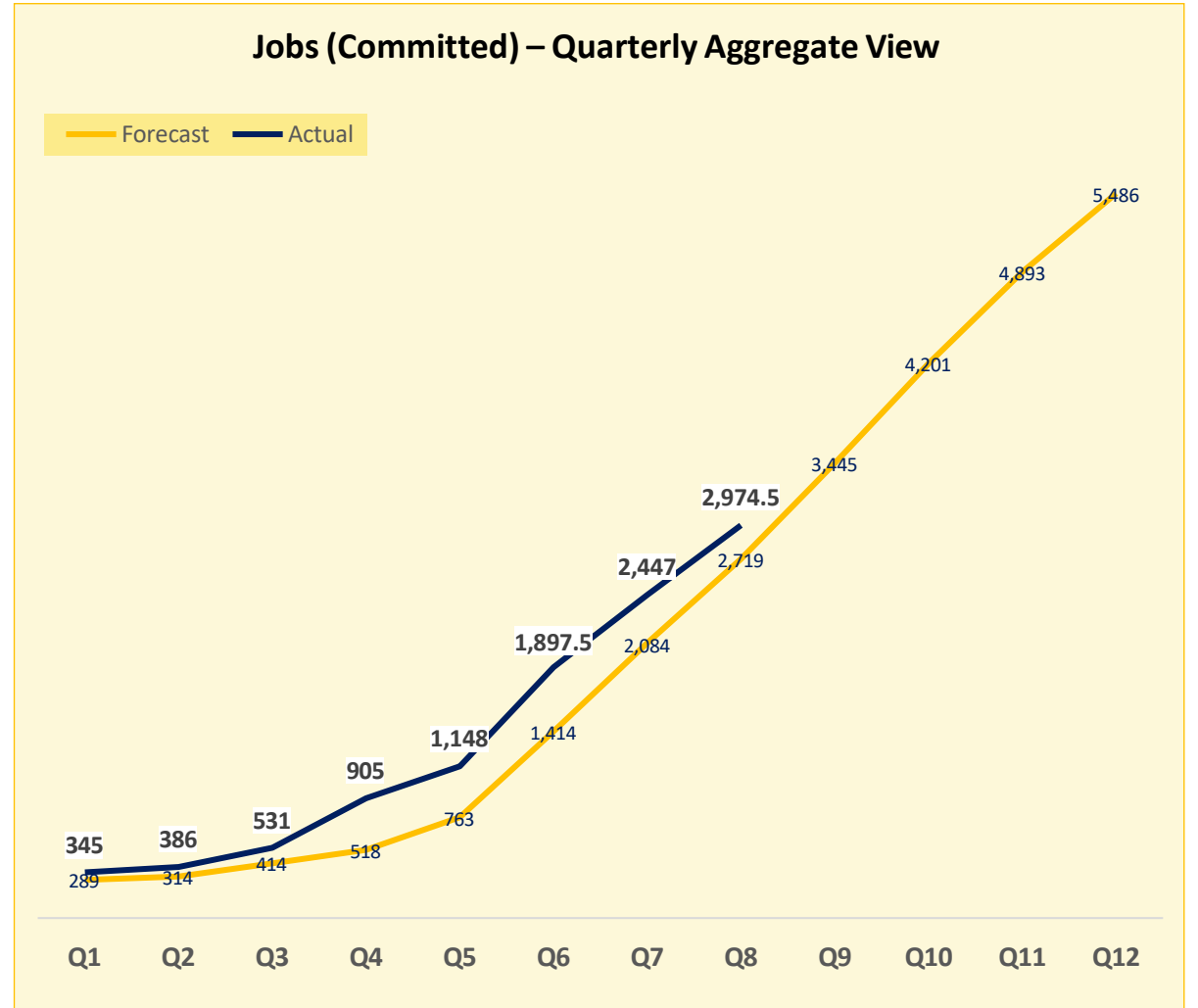
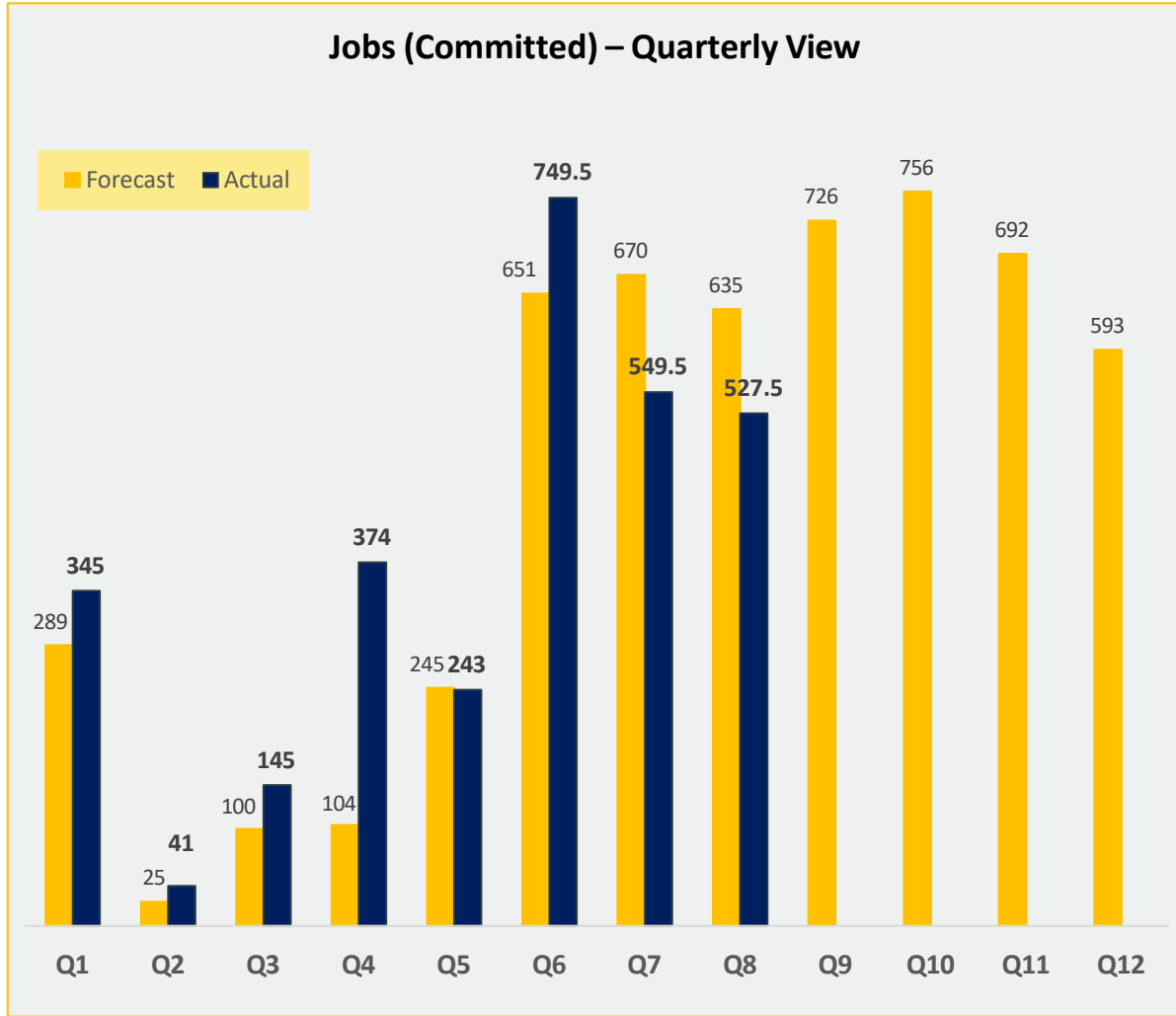
* The Inward Investment jobs target for the whole of contract has increased to 823 from 600, with year 2 moving from 175 to 263, and year 3 moving to 485 from 350.

Skills: non-job outcomes	Year 1 Target	Year 2 Target	Year 3 Target	Programme Target	Year 1 Actual	Year 2 (01-Jan to 16-Dec)	Year 3	Programme Actual (15-Feb-2021 to 16-Dec-2022)
Learning Outcomes	209	748	748	1,705	257	610		867
Apprenticeships	51	449	900	1,400	66	251		317

NOTE: Measuring Jobs Forecast/Committed, Jobs Created/Evidenced, and Apprenticeships.

On 6th June 2022, at Growth Co request Growth Works submitted for review and discussion a point of view paper with a suggested way forward to report how the programme measures jobs forecast/committed, jobs created/evidenced, and apprenticeships above an agreed baseline. We look forward to receiving the Growth Co feedback and once agreement is reached we will proceed with producing these views.

Programme Director's Summary: Year-2, 2022 – Jobs



Service Lines: Year-2 outcome creation results broken down by district.



NOTE: Skills has no jobs targets to achieve but occasionally create new jobs, which is noted in italics below

Service Line / GW Offer	Cambridge CC	East Cambs DC	Fenland DC	Hunts DC	Peterborough CC	South Cambs DC	LEP	TOTAL
Coaching: nudge grants	66.5	55	190	155.5	276.5	544.5	100.5	1,388.5
Investment	285		18		20	26		349
SME CapEx Grants	33	71	21	38	52	40		255
SME Equity Investment					14			14
<i>Skills has no target to achieve for jobs but occasionally creates jobs</i>								63
Year-2 Jobs (all services)	384.5	126	229	193.5	362.5	610.5	100.5	2,069.5
Year-1 Jobs (all services)	154	267	81	79.5	188.5	77	58	905
TOTAL	538.5	393	310	273	551	687.5	158.5	2,974.5

Skills Outcome	Cambridge CC	East Cambs DC	Fenland DC	Hunts DC	Peterborough CC	South Cambs DC	LEP	TOTAL
Year-2 Learning Outcomes	33	0	79	19	479	0	0	610
Year-1 Learning Outcomes	17	1	44	1	194	0	0	257
TOTAL	50	1	123	20	673	0	0	857
Year-2 Apprenticeships	85	5	25	10	116	10	0	251
Year-1 Apprenticeships	10	3	7	9	30	7	0	66
TOTAL	95	8	32	19	146	17	0	317

* At the time of reporting (our fast close was 17.00 hours on 16.12.2022), the Skills SRO and Skills Service MD are in discussion about the appropriate way to measure apprenticeships. This metric shows performance against an 'above the baseline' target but with data that shows apprenticeships the Service Line have been involved in.



GROWTH WORKS

**SECTION – 2b: Performance Indicators
Service Lines – Outcome and Leading
Indicator Performance**

SERVICE LINE DASHBOARD VIEW: Growth Coaching Service

NOTE: Year Two Performance is to 16th December 2022*.



Target / Indicator	Contract Deliverables - Targets				Contract Deliverables - Performance				Year 2 Quarterly Performance			
	Year 1 Target	Year 2 Target	Year 3 Target	Whole of Contract Target	Year-1 Actual	Year-2 Actual	Year-3 Actual	Whole of Contract Actual (15-Feb 2021 to 16-Dec 2022)	Q5 Actual	Q6 Actual	Q7 Actual	Q8 Actual
Jobs created (forecast / committed)	46	1454	1723	3223	139	1,388.5		1,527.5	106	*479.5	348.5	454.5
Businesses provided with (i.e. undertaken) a Growth Diagnostic	832	1558	915	3305	**737	1,491		2,228	579	416	249	247
Businesses starting a coaching assignment (enrolment)	193	481	331	1005	218	311		529	86	65	67	93
Size profile of businesses provided with a growth diagnostic, matched coach and scope of support (S/M/L in %)	67½% / 30% / 2½%	52½% / 36¼% / 11¼%	38¾% / 48¾% / 12½%	50% / 40% / 10%	52½% / 38% / 9½%	60¼% / 32¼% / 7½%		56½% / 35¼% / 8¼%	53% / 41% / 6%	54½% / 38% / 7½%	62% / 32% / 6%	69¼% / 22¼% / 8½%
Businesses starting a coaching journey	154	385	466	1005	216	302		518	88	65	72	77
Businesses completing a coaching journey	44	327	634	1005	46	279		325	83	51	33	112

* In the 'Fast to Close' process for the Year End, Growth Works pulled data at 17.00 on Friday 16th December 2022

SERVICE LINE DASHBOARD VIEW: Inward Investment Service



NOTE: Year Two Performance is to 16th December 2022*.

Target / Indicator	Contract Deliverables - Targets				Contract Deliverables - Performance				Year 2 Quarterly Performance			
	Year 1 Target	Year 2 Target	Year 3 Target	Whole of Contract Target	Year-1 Actual	Year-2 Actual	Year-3 Actual	Whole of Contract Actual (15-Feb 2021 to 16-Dec 2022)	Q5 Actual	Q6 Actual	Q7 Actual	Q8 Actual
Jobs created (forecast / committed)	75	263	485	823	*323	349		672	18	**166	120	45
Inward investors receiving information, diagnostics, and brokerage support)	18	62	80	160	153	174		*327	53	30	29	62
Inward investor commitments to expand or for new investments	6	15	19	40	15	9		24	2	4	1	2

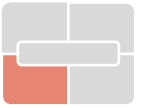
NOTES:

- The jobs total to date has increased net +4 in Year-1 (denoted by *) due to a June 2021 reported ‘win’ creating more jobs than originally thought.
- Jobs created (committed) in April were as follows: two wins (Quibim - 10 jobs, Stemcell Technologies – 6 jobs) plus 10 additional jobs for the Tumeric Company that landed in Fenland earlier this year. The (**) denotes that the number given accounts for all three of the companies
- Inward Investors receiving information pipeline adds up to 335 companies – 327 shown, denoted by the (+). Of the other 8 companies, 1 is a target not yet approached, 4 abandoned as not FDI/IIS, and 3 ‘closed out – lost’ as the engagement did not progress from a very early stage.
- Following a successful completion to the CCN process reallocating £400,000 of LGF monies, as well as the earlier CCN pivoting £80,000 of Innovation and Relocation Grant monies, the jobs total for the Inwards Investment Service will increase in total from 600 over three years to 823 (£80k=15; £400k=208).

* In the ‘Fast to Close’ process for the Year End, Growth Works pulled data at 17.00 on Friday 16th December 2022

SERVICE LINE DASHBOARD VIEW: Skills Service

NOTE: Year Two Performance is to 16th December 2022*.



Target / Indicator	Contract Deliverables - Targets				Contract Deliverables - Performance				Year 2 Quarterly Performance			
	Year 1 Target	Year 2 Target	Year 3 Target	Whole of Contract Target	Year-1 Actual	Year-2 Actual	Year-3 Actual	Whole of Contract Actual (15-Feb 2021 to 16-Dec 2022)	Q5 Actual	Q6 Actual	Q7 Actual	Q8 Actual
Apprenticeships created (touched by GWWS)	51	449	900	1,400	66	251		317	75	60	65	51
Additional training / learning outcomes (excludes apprenticeships)	209	748	748	1,705	257	610		867	166	107	120	217
CO23s / SME Engagement	11	114	151	276	34	73		107	25	13	13	24
R9s (CO23 action plans completed)	3	75	129	207	9	36		45	11	6	9	10

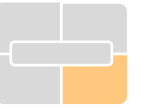
CEC Contract Performance

CEC data reflects the academic year, running September to August. Therefore the data presented here reflects performance from 1st January to 31st August 2022, as well as progress to date in the current academic year – i.e., September to December 2022).

METRIC	Totals 01/01 to 31/08		Totals 01/09 to 16/12	
	No.	%	No.	%
Eligible CEC Schools & Colleges in CPCA	72	100.0%	72	100.0%
Eligible CEC Schools & Colleges Engaged	69 / 72	95.8%	71 / 72	98.6%
Compass Completions	54 / 69	75.0%	54 / 71	75.0%

* In the 'Fast to Close' process for the Year End, Growth Works pulled data at 17.00 on Friday 16th December 2022

SERVICE LINE DASHBOARD VIEW: SME CapEx Grants Service and Equity Service



NOTE: Year Two Performance is to 16th December 2022*.

SME CapEx Grants Target / Indicator	Contract Deliverables - Targets				Contract Deliverables - Performance				Year 2 Quarterly Performance			
	Year 1 Target	Year 2 Target	Year 3 Target	Whole of Contract Target	Year-1 Actual	Year-2 Actual	Year-3 Actual	Whole of Contract Actual (15-Feb 2021 to 16-Dec 2022)	Q5 Actual	Q6 Actual	Q7 Actual	Q8 Actual
Jobs created (forecast / committed)	397	474	349	1220	439	255		694	111	87	33	24
Companies receiving grants Grants & Investments (Small Business Capital Growth Investment Fund)*	18	26	12	56	43	29		72	11	7	6	5

NOTES:

- Jobs target of 1,455 has been split, with 220 jobs moving to Equity and 15 jobs moving from Relocation and Innovation Grants to Inwards Investment (235) leaving 1,220 for SME CapEx Grants.
- The combined position showed a Q9-Q12 quarterly set of targets as Q9-156, Q10-156, Q11-136 and Q12-136. With 235 to reallocate these have been reset as Q9-156, Q10-156, Q11-37 and Q12-0.

Equity Service Target / Indicator	Contract Deliverables - Targets				Contract Deliverables - Performance				Year 2 Quarterly Performance			
	Year 1 Target	Year 2 Target	Year 3 Target	Whole of Contract Target	Year-1 Actual	Year-2 Actual	Year-3 Actual	Whole of Contract Actual (15-Feb 2021 to 16-Dec 2022)	Q5 Actual	Q6 Actual	Q7 Actual	Q8 Actual
Jobs created (forecast / committed)	0	10	210	220	0	14		14	0	14	0	0
Small Business Capital Growth Investment equity (£ 000)	0	250	5,250	5,250	0	250		250	0	250	0	0
Number of equity investment projects between £150k and £250k	1	1	20	22	1	0		1	0	0	0	0

NOTES:

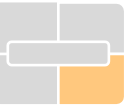
- Jobs target of 1,455 has been split, with 1,220 jobs remaining in SME CapEx Grants, 15 jobs moving from Relocation and Innovation Grants to Inwards Investment (1,235) leaving 220 for Equity.

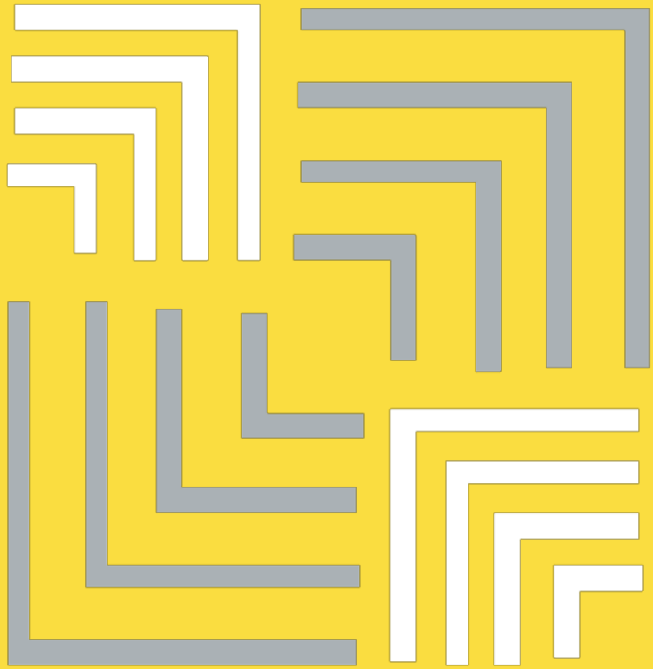
- The Q8-Q12 quarterly set of targets is as follows: Q8-10, Q9-30, Q10-40, Q11-60 and Q12-80.

SERVICE LINE DASHBOARD VIEW: SME CapEx Grants Service and Equity Service

NOTE: Year Two Performance is to 16th December 2022*.

** In the 'Fast to Close' process for the Year End, Growth Works
pulled data at 17.00 on Friday 16th December 2022*





3. Pipeline forecast for 2023 against Performance Indicators

GROWTH WORKS 2023 FORECAST VIEWS

Context:

- The following forecasts have been created by performance indicator for each service line.
- Schedule 8.1 (Governance) of the Business Growth Services contract requires that a forecast be provided as part of the Annual Review process.
- The forecasts provided in this report section are based on each service line projection of the 12 months ahead. It is their view as of 13th January 2023.
- For the purposes of creating the forecast the quarterly and month end periods do not start/end exactly in line with the start/end of the calendar month. The call out box (right) illustrates which weeks are in scope for each month in this forecast.
- Forecasts are not Key Performance Indicators
- Service Line confidence in the numbers varies by quarter. We will revisit forecasts at the start of each quarter.

Q9-2023

- January = 4 week month – weeks ending: 06/01, 13/01, 20/01, 27/01
- February 4 week month – weeks ending: 03/02, 10/02, 17/02, 24/02
- March = 5 week month – weeks ending: 03/03, 10/03, 17/03, 24/03, 31/03

Q10-2023

- April = 4 week month – weeks ending: 07/04, 14/04, 21/04, 28/04
- May = 5 week month – weeks ending: 05/05, 12/05, 19/05, 26/05, 02/06
- June = 4 week month – weeks ending: 09/06, 16/06, 23/06, 30/06

Q11-2023

- July = 4 week month – weeks ending: 07/07, 14/07, 21/07, 28/07
- August = 5 week month – weeks ending: 04/08, 11/08, 18/08, 25/08, 01/09
- September = 4 week month – weeks ending: 08/09, 15/09, 22/09, 29/09

Q12-2023

- October = 4 week month – weeks ending: 06/10, 13/10, 20/10, 27/10
- November 5 week month – weeks ending: 03/11, 10/11, 17/11, 24/11, 01/12
- December = 4 week month – weeks ending: 08/12, 15/12, 22/12, 29/12



GROWTH WORKS

SECTION – 3a:

Pipeline forecast for 2023

Growth Coaching Service

- a) Data tables**
- b) Data charts**

SERVICE LINE FORECAST VIEW: Growth Coaching Service – Data Tables

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.

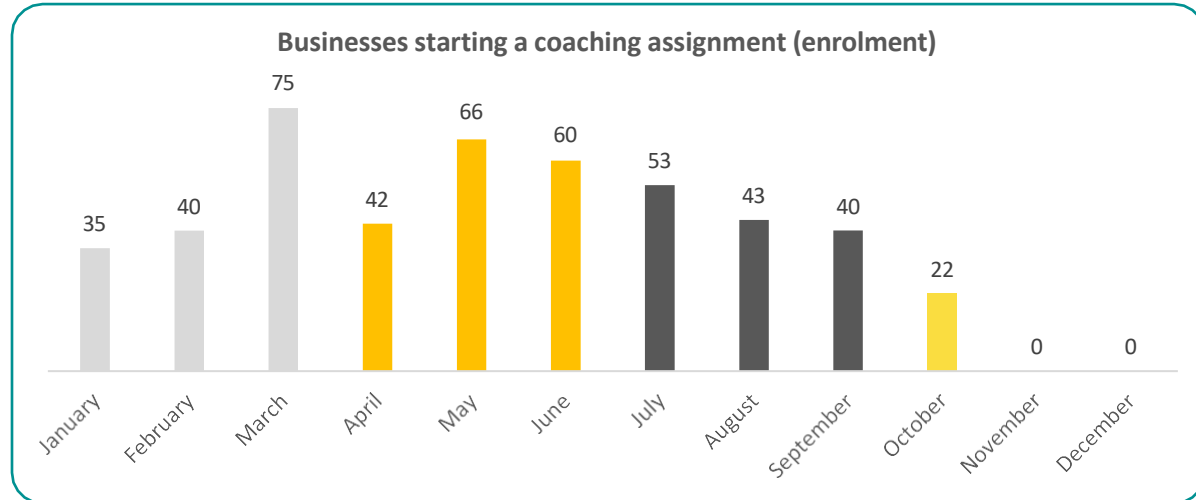
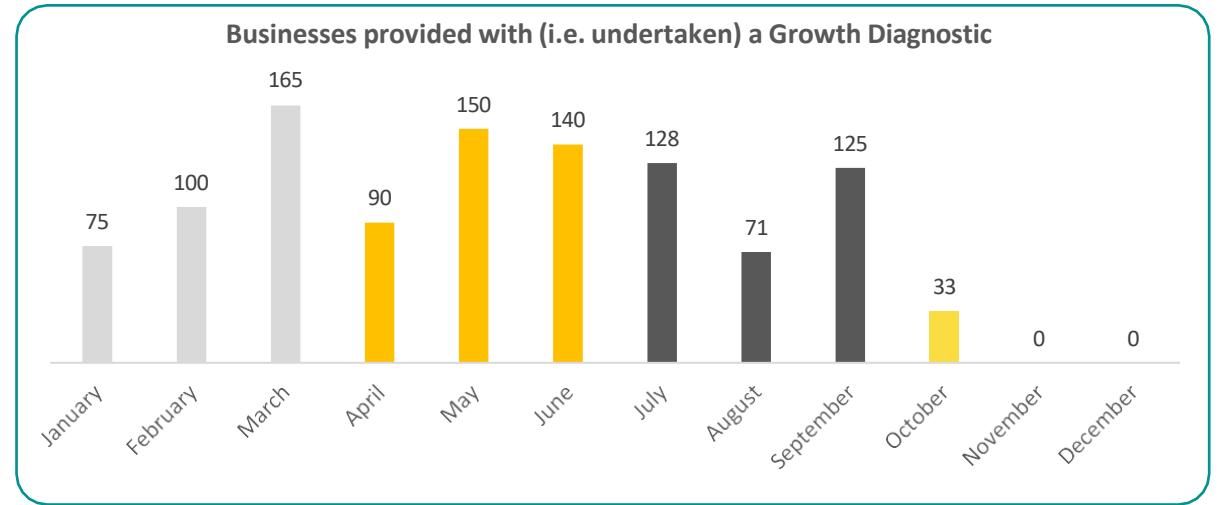
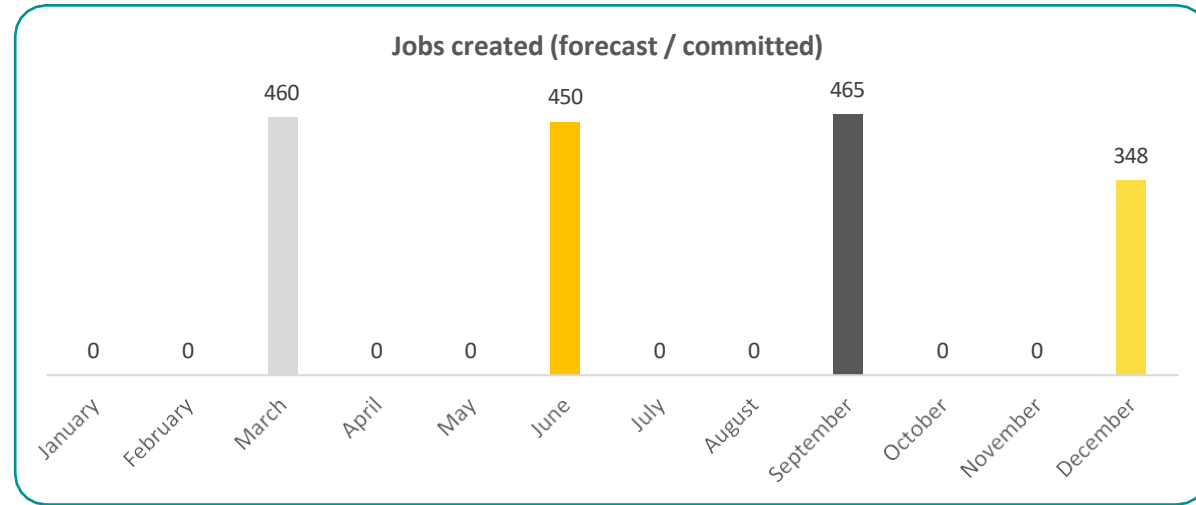


Coaching	Q9	Q10	Q11	Q12	YEAR-3
Jobs created (forecast / committed)	460	450	465	348	1,723
Coaching	Q9	Q10	Q11	Q12	YEAR-3
Businesses provided with (i.e. undertaken) a Growth Diagnostic	340	380	324	33	1,077
Coaching	Q9	Q10	Q11	Q12	YEAR-3
Businesses starting a coaching assignment (enrolment)	150	168	136	22	476
Coaching	Q9	Q10	Q11	Q12	YEAR-3
Businesses starting a coaching journey	150	160	127	50	487
Coaching	Q9	Q10	Q11	Q12	YEAR-3
Businesses completing a coaching journey	225	230	165	60	680

Coaching	January	February	March	April	May	June	July	August	September	October	November	December
Jobs created (forecast / committed)	0	0	460	0	0	450	0	0	465	0	0	348
Coaching	January	February	March	April	May	June	July	August	September	October	November	December
Businesses provided with (i.e. undertaken) a Growth Diagnostic	75	100	165	90	150	140	128	71	125	33	0	0
Coaching	January	February	March	April	May	June	July	August	September	October	November	December
Businesses starting a coaching assignment (enrolment)	35	40	75	42	66	60	53	43	40	22	0	0
Coaching	January	February	March	April	May	June	July	August	September	October	November	December
Businesses starting a coaching journey	35	40	75	40	65	55	52	35	40	48	2	0
Coaching	January	February	March	April	May	June	July	August	September	October	November	December
Businesses completing a coaching journey	45	80	100	50	100	80	69	56	40	32	28	0

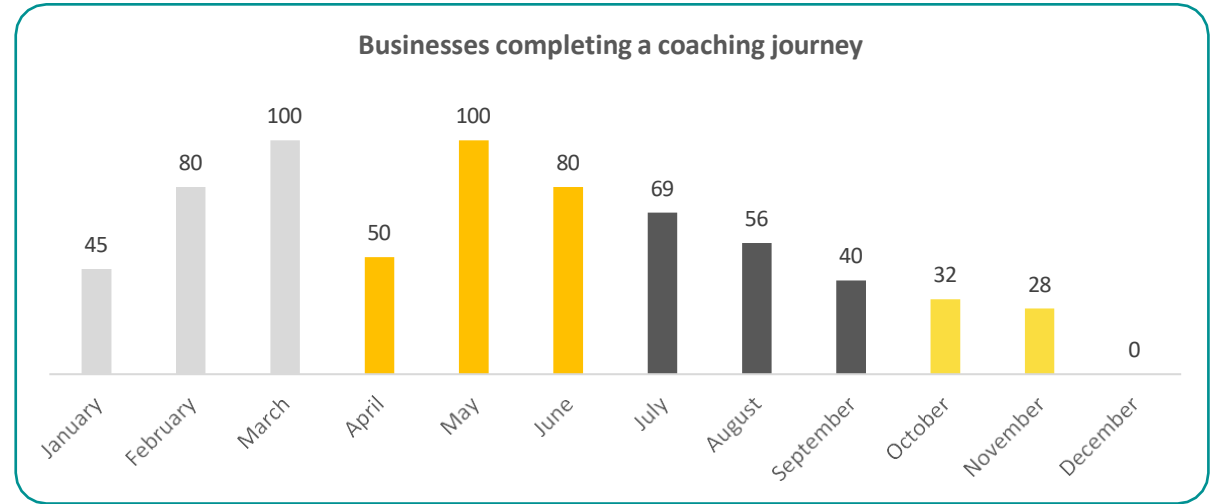
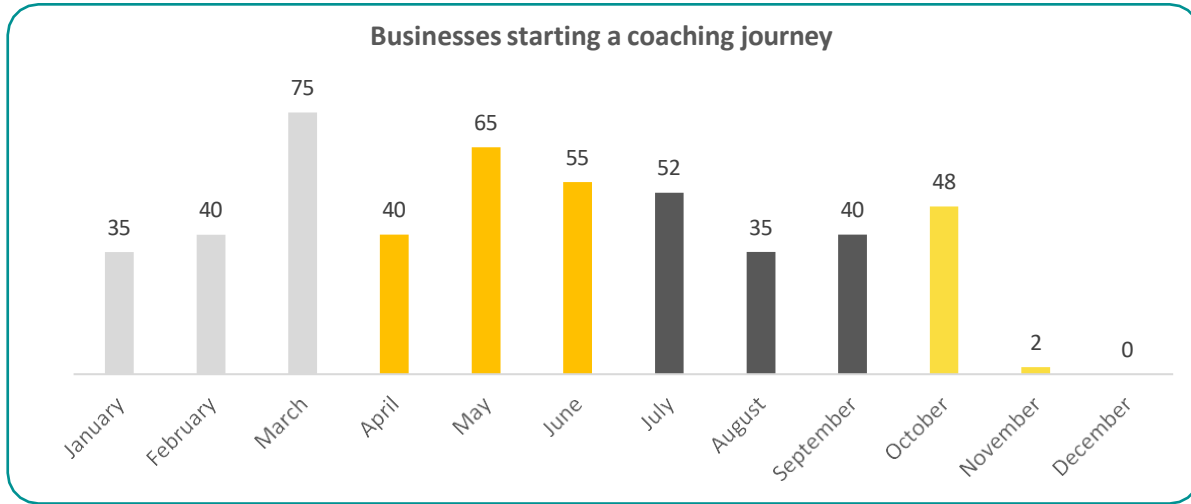
SERVICE LINE FORECAST VIEW: Growth Coaching Service – Data Charts

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.



SERVICE LINE FORECAST VIEW: Growth Coaching Service – Data Charts

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.





GROWTH WORKS

SECTION – 3b:

Pipeline forecast for 2023

Inward Investment Service

- a) Data tables**
- b) Data charts**

SERVICE LINE FORECAST VIEW: Inward Investment Service – Data Tables

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.



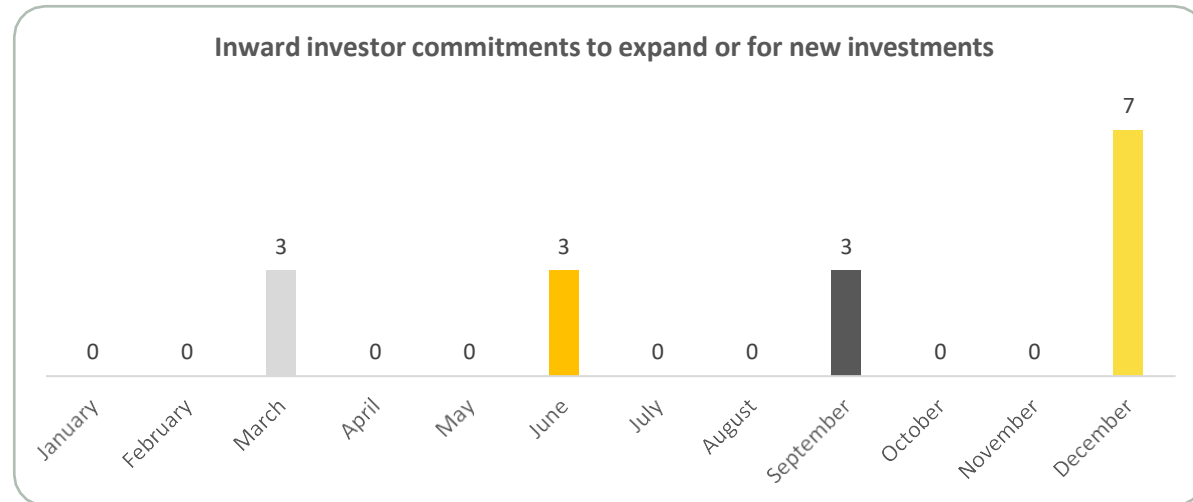
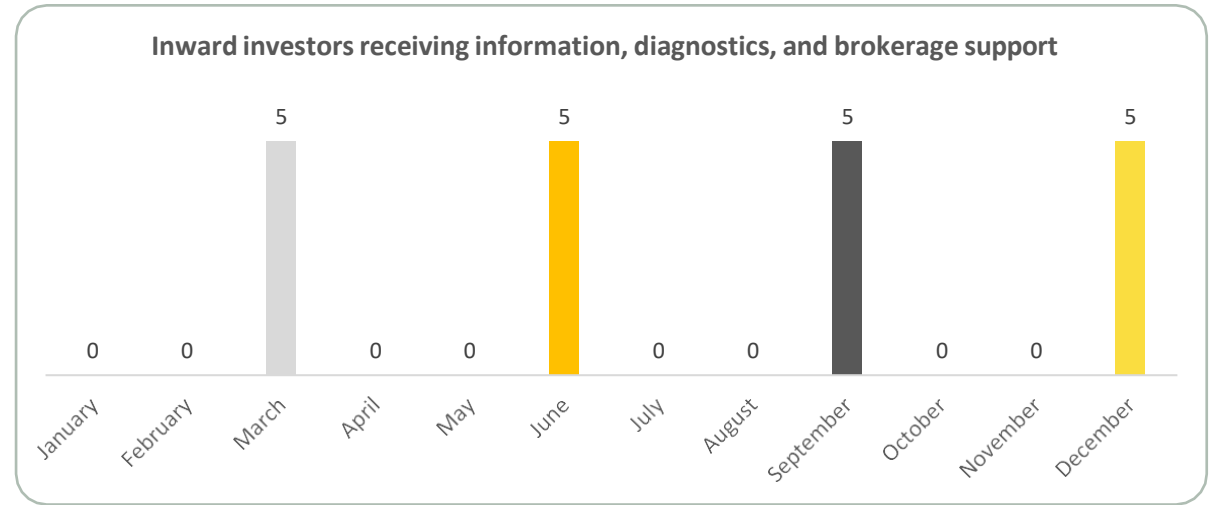
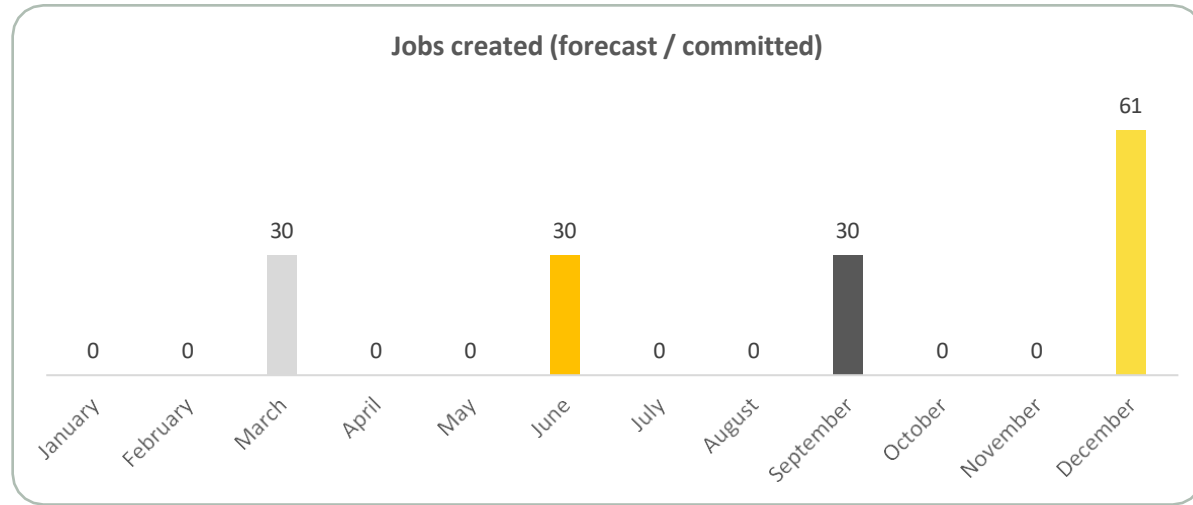
Investment	Q9	Q10	Q11	Q12	YEAR-3
Jobs created (forecast / committed)	30	30	30	61	151
Investment	Q9	Q10	Q11	Q12	YEAR-3
Inward investors receiving information, diagnostics, and brokerage support)	5	5	5	5	20
Investment	Q9	Q10	Q11	Q12	YEAR-3
Inward investor commitments to expand or for new investments	3	3	3	7	16

Investment	January	February	March	April	May	June	July	August	September	October	November	December
Jobs created (forecast / committed)	0	0	30	0	0	30	0	0	30	0	0	61
Investment	January	February	March	April	May	June	July	August	September	October	November	December
Inward investors receiving information, diagnostics, and brokerage support)	0	0	5	0	0	5	0	0	5	0	0	5
Investment	January	February	March	April	May	June	July	August	September	October	November	December
Inward investor commitments to expand or for new investments	0	0	3	0	0	3	0	0	3	0	0	7

SERVICE LINE FORECAST VIEW: Inward Investment Service – Data Charts



NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.





GROWTH WORKS

SECTION – 3c:

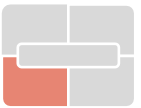
Pipeline forecast for 2023

Skills Service

- a) Data tables**
- b) Data charts**

SERVICE LINE FORECAST VIEW: Skills Service – Data Tables

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.

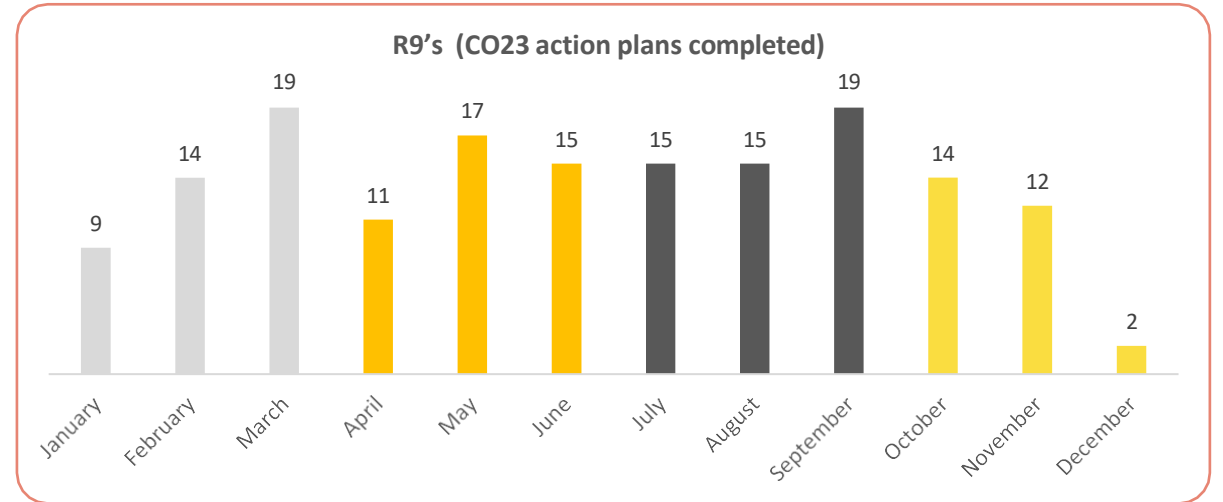
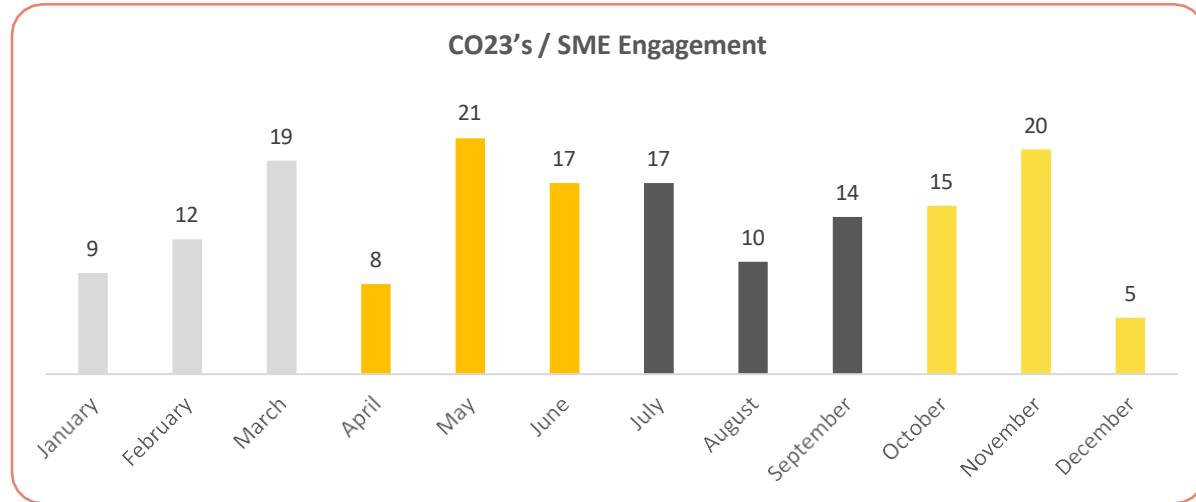
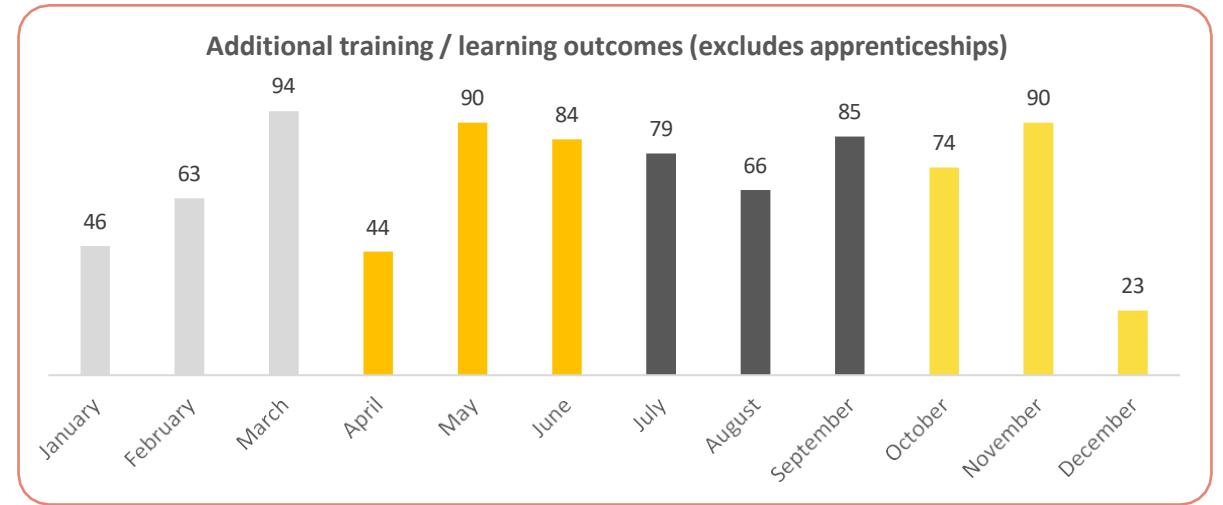
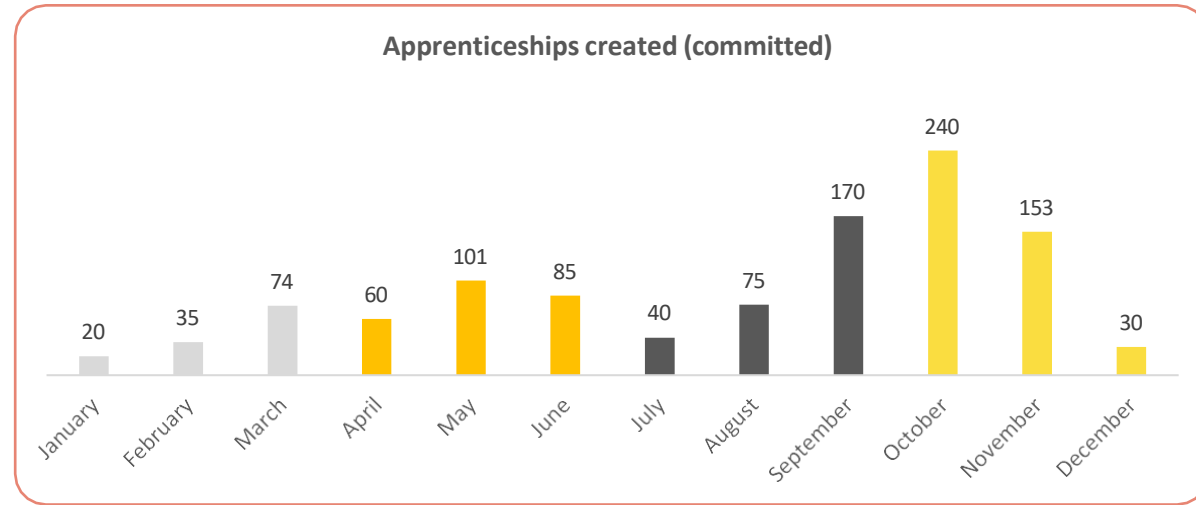
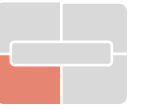


Skills	Q9	Q10	Q11	Q12	YEAR-3
Apprenticeships created (above the baseline)	129	246	285	423	1,083
Skills	Q9	Q10	Q11	Q12	YEAR-3
Additional training / learning outcomes (excludes apprenticeships)	203	218	230	187	838
Skills	Q9	Q10	Q11	Q12	YEAR-3
CO23's / SME Engagement	40	46	41	40	167
Skills	Q9	Q10	Q11	Q12	YEAR-3
R9's (CO23 action plans completed)	42	43	49	28	162

Skills	January	February	March	April	May	June	July	August	September	October	November	December
Apprenticeships created	20	35	74	60	101	85	40	75	170	240	153	30
Skills	January	February	March	April	May	June	July	August	September	October	November	December
Additional training / learning outcomes (excludes apprenticeships)	46	63	94	44	90	84	79	66	85	74	90	23
Skills	January	February	March	April	May	June	July	August	September	October	November	December
CO23's / SME Engagement	9	12	19	8	21	17	17	10	14	15	20	5
Skills	January	February	March	April	May	June	July	August	September	October	November	December
R9's (CO23 action plans completed)	9	14	19	11	17	15	15	15	19	14	12	2

SERVICE LINE FORECAST VIEW: Skills Service – Data Charts

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.





GROWTH WORKS

SECTION – 3d:

Pipeline forecast for 2023

**SME CapEx Grants Service and Equity
Service**

a) Data tables

b) Data charts

SERVICE LINE FORECAST VIEW: SME CapEx Grants Service and Equity Service – Data Tables



NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.

SME CapEx Grants	Q9	Q10	Q11	Q12	YEAR-3
Jobs created (forecast / committed)	70	35	0	0	105
SME CapEx Grants	Q9	Q10	Q11	Q12	YEAR-3
Companies receiving grants Grants & Investments (Small Business Capital Growth Investment Fund)	8	5	0	0	13

SME CapEx Grants	January	February	March	April	May	June	July	August	September	October	November	December
Jobs created	0	0	70	0	0	35	0	0	0	0	0	0
SME CapEx Grants	January	February	March	April	May	June	July	August	September	October	November	December
Companies receiving grants Grants & Investments (Small Business Capital Growth Investment Fund)	0	0	8	0	0	5	0	0	0	0	0	0

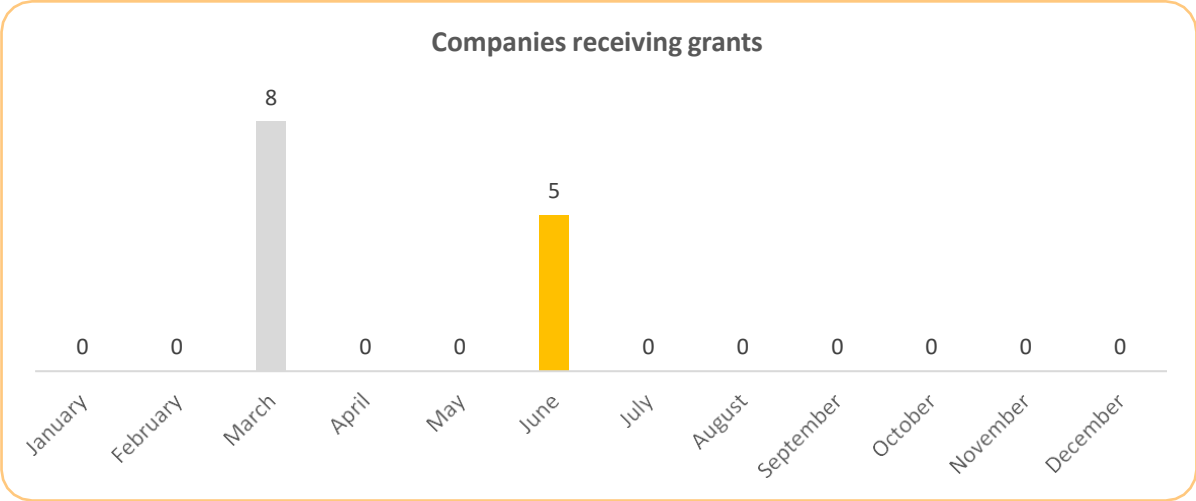
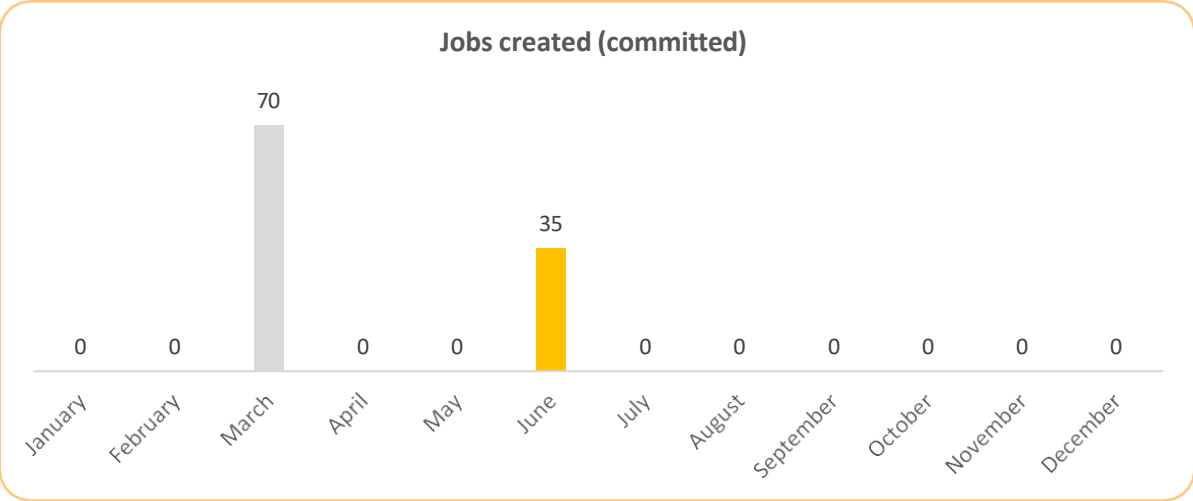
Equity	Q9	Q10	Q11	Q12	YEAR-3
Jobs created (forecast / committed)	30	40	60	80	210
Equity	Q9	Q10	Q11	Q12	YEAR-3
Small Business Capital Growth Investment equity (£ 000)	£750	£1,000	£1,500	£2,000	£5,250
Equity	Q9	Q10	Q11	Q12	YEAR-3
Number of equity investment projects between £150k & £250k	5	5	5	5	20

Equity	January	February	March	April	May	June	July	August	September	October	November	December
Jobs created	0	0	30	0	0	40	0	0	60	0	0	80
Equity	January	February	March	April	May	June	July	August	September	October	November	December
Small Business Capital Growth Investment equity (£ 000)	0	0	£750	0	0	£1,000	0	0	£1,500	0	0	£2,000
Equity	January	February	March	April	May	June	July	August	September	October	November	December
Number of equity investment projects between £150k & £250k	0	0	5	0	0	5	0	0	5	0	0	5

SERVICE LINE FORECAST VIEW: SME CapEx Grants Service – Data Charts

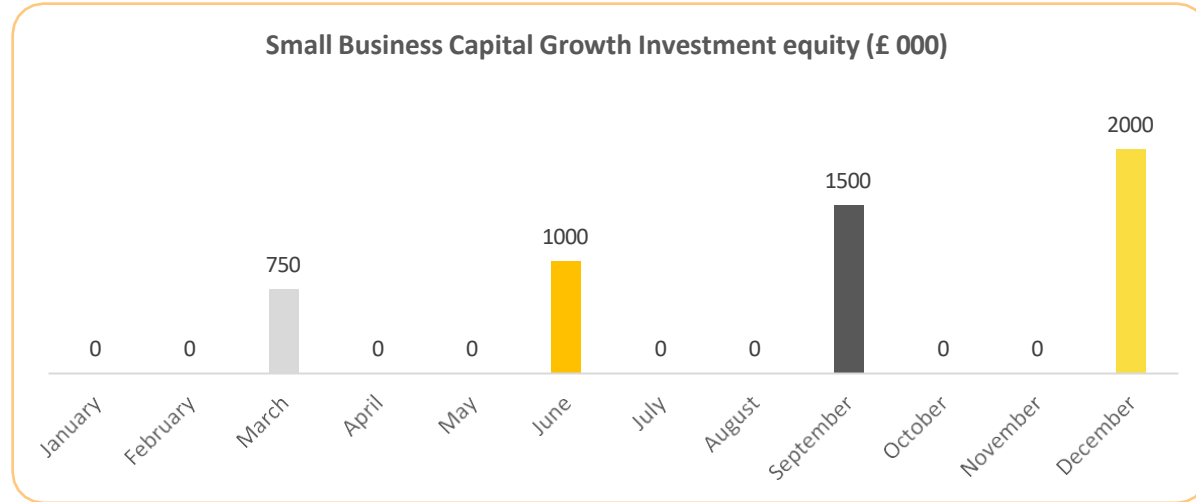
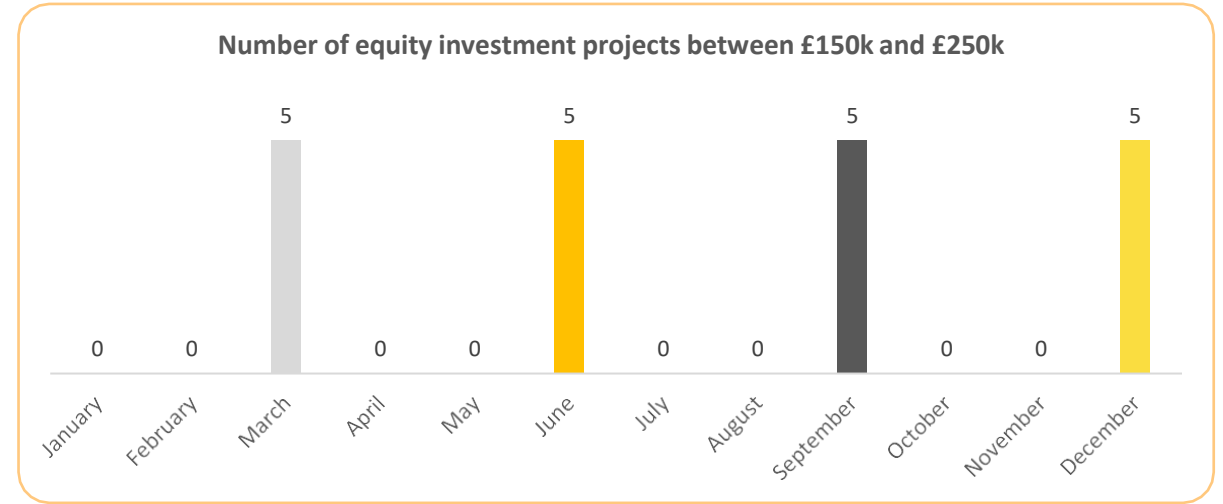
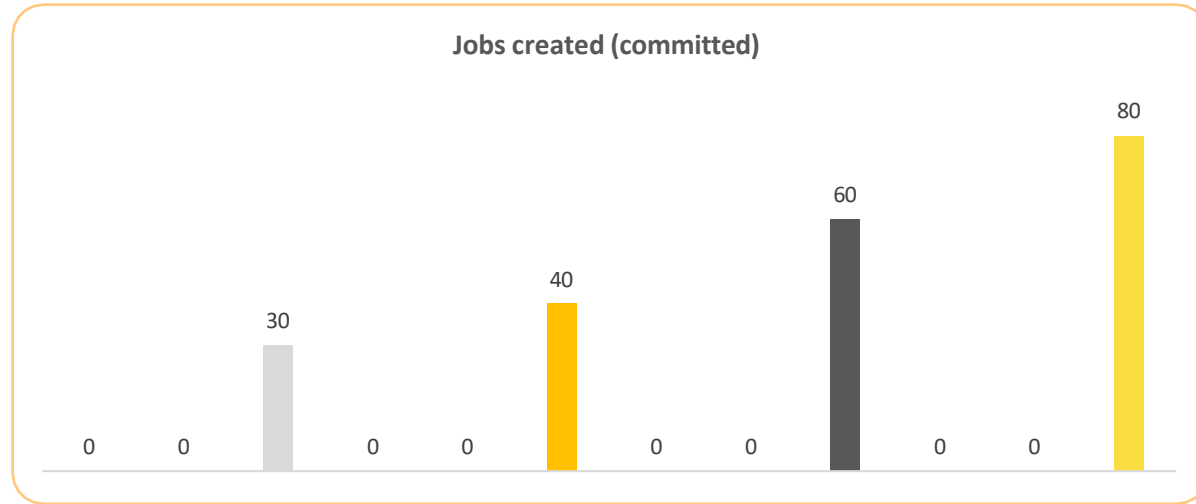


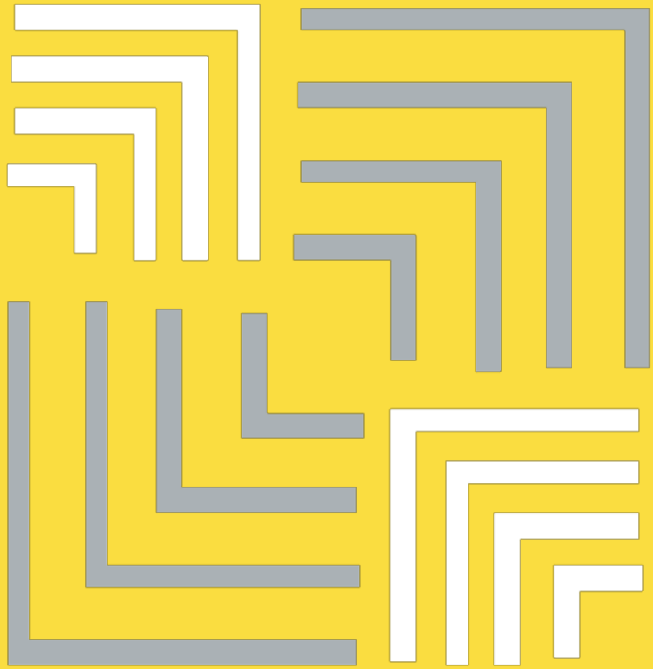
NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.



SERVICE LINE FORECAST VIEW: Equity Service – Data Charts

NOTE: the data is forecast only, not a KPI, and based on an expected performance at the moment in time it has been created.





4. Innovation and Collaboration

Collaboration and Innovation – Coaching and Grants Service (36)

Collaboration

Working in partnership is key to YTKO's delivery activities and is the cornerstone of our company values.

Building on our initial efforts in Year11, we have continued to invest time in researching and growing a comprehensive list of business partners and have evolved this into a wider community of stakeholders who we not only keep informed via our social media and newsletter channels but also form the basis of our Community Events; one which took place at Longstowe Hall in the Summer of 2022 and another planned for Q9 of 2023. Stakeholders include contacts at various different levels in all District Councils, business networks, banks and professional services, industry associations, business and sector specific networks, technology parks, accelerators, incubators and innovation centres.

We also maintain a database of “Experts”, who not only provide services directly to SMEs in the region, but also write blogs for inclusion in our fortnightly newsletters. These efforts have enriched the service we provide to SMEs in the region.

Regarding the District Councils, we have established much closer ties with the majority of EDOs, meet with them regularly and distribute information quarterly as to the impact we have in their District. We also gather feedback from them as to how we can help them better.

We enhanced our working relationship with the Skills Service Line in 2022. Diagnosed customers, who have Skills requirements are automatically connected with the Skills team.

Field operatives from both teams work together on joint customer accounts and are able to pre-qualify leads for each other. As a result, we present ourselves as “One Growth Works” in front of our customers wherever possible.

Finally, in order to create more brand awareness for Growth Works, and thereby create more leads for our Business Partners, we engaged KISS Communications in Cambridge to run campaigns employing the very latest in digital measurement techniques.

These resulted in very pleasing open, response and click-through rates with target business leaders in the region.

Collaboration and Innovation – Coaching and Grants Service (37)

Innovation

Internally, in the late Summer of 2022, we reorganised the Coaching and Grants Service Line to be even more focused on our business partners by creating a Business Development and Adviser team under Gary Parker. Our Business Development and Marketing efforts are fully aligned and provide a much closer and more supportive service to our Business Partners.

Again internally, some strategic hires were made in the Service Line Management Team and in Data Analysis, to further strengthen our capability to execute the business and to be able to use data more effectively in measurement and planning.

Externally, we continue to develop the Growth Champions Community with improvements in the calibre of and use of our “Experts”, running the launch event in the Summer, regular blog posting, etc. This is a work in progress, with the ultimate aim of providing a network of businesses and other entities that can work together to solve all kinds of business problems and foster growth across the entire region. A kind of “one-stop-shop” network for solutions.

All activities are designed to help "nudge" growing companies to understand the significant benefits that can come when you have external support, whether formally or informally, and to encourage a shift in mindset in their willingness to take this support.

Inclusion

We strive to be as inclusive as possible in all our service delivery activities. Women are very underrepresented in business, at best being calculated at 23% of the total SME business population. Within the high growth sector, the gender gap is naturally even greater, as the range of factors which deter or thwart growth ambition are even stronger inhibitors to achieving gender equality.

Concerning our Growth Works customers, we continue to be delighted that the proportion of female clients enrolled in the GS Service is ~40%, and ~30% in the GSA Service.

In the Coaching and Grants Service Line, the proportion of women is 47% overall and 40% in the Management Team.

Regarding our hiring principles, simply put, we hire based upon the anticipated ability of an individual to bring value to the team and to our customers.

Collaboration and Innovation – Skills Service (38)

Our Approach - Strategic Engagement with Employers:

Our ambition continues to see us engage strategically and collaboratively with employers across the Combined Authority area to identify and address the issues faced in seeking the skills and talent they need to grow.

During Q6 and Q7 we evolved our model to a Key Account Management approach, allowing more strategic engagement with key employers, district councils, multipliers and stakeholders (including providers) at both regional and local level.

As we move into Year-3 we will continue to innovate, adopting a more proactive and collaborate approach, working with the wider team and partners to deliver and integrate the service to create multiple engagement points for businesses and employers.

We start the year committed to a range of collaborative activities such as Skills Showcase Event, Regional Round Table discussions and the roll out of Local Skills Surgeries and workshops.

Organisational Structure – Integrated approach

We have positioned two senior team members across our education and employer functions to ensure we maximise opportunities across both internal delivery functions and wider GW service channels; mitigating risks of siloed, reactive service delivery.

In addition we have adopted a collaborative approach with CPCA to coordinate comms and campaigns linked to ‘Flagship’ projects and funded priorities e.g. Multiply, Bootcamps and other provision.

We’re also committed to exploring the benefits of adding further capacity to the leadership team, better positioning the service with providers and anchor institutions.

Development Digital Talent Platform / Diagnostics & support for businesses, individuals, and providers:

We have improved usability and functionality of the platform and Talent Development Maturity Index (TDMI) and through listening, adapting and evolving will continue to do so throughout Yr3.

We have found that completion of the Talent Development Maturity Index, which provides diagnostic analysis of an organisation’s approach to people management, enables a far richer more productive conversation with businesses.

Until recently the TDMI has been undertaken alongside one of our team, however we have enabled easier access to the tool, allowing organisations to ‘self-serve’ and access the corresponding report.

Collaboration and Innovation – Skills Service (39)

This supports a greater number of organisations to better understand the issues they face and identify solutions that are most likely to work. Making it easier, to support organisations to engage in strategic conversations about talent and growth.

Connecting education with industry / enterprise – Calendar Functionality

The Schools Events Calendar with enhanced functionality allows schools to list events that employers can volunteer to support.

Our calendar provides a more sustainable, innovative solution to employer engagement and links volunteering opportunities for businesses and individuals with 'Talent Pledge', allowing wider engagement for volunteering across the region.

It aligns closely with the ambitions of the Careers Hub that will launch in January 2023 and will be overseen by the EC's and CPCA CEC Leadership.

Collaboration and Innovation – Inward Investment Service (40

Collaboration

Throughout Year-2 we have engaged extensively with local partners across the region, and will continue to build on this into Year-3 delivery:

- Peterborough: included Smart Manufacturing Alliance (SMA) in an Inward Investment programme to host an international delegation of innovative start-ups, including smart manufacturing companies, supported by the Confederation of Indian Industry and DIT. The objective was to explain about the thriving regional ecosystem and the role that SMA play in supporting the industry in the region and Peterborough.
- East Cambridgeshire: Engaged on a site search for a hotel and leisure park development inward investment enquiry for a 12-hectare site on which to build a £200m 500 – 600 key family hotel resort and indoor leisure water park development employing 750 people. Also, collaborated on the updating of the DIT Funding and Incentives tool.
- South Cambridgeshire: Collaborated to identify suitable property options for Optalysys, a very innovative UK Semiconductor company.
- Cambridge City: Engaged in relation to two new R&D investments from semiconductor companies SiFive and Codasip that established in Cambridge. Collaborated on ARG funded project to offer support to 30+ Cambridge companies through Cambridge Go Global programme.
- Fenland: Collaborated on-site search for Prathista Industries and worked closely with FDC, including their CEO, to secure this high value investment opportunity for Fenland.
- Huntingdonshire: Collaborated on the updating of the DIT Funding and Incentives tool. Engaged with Huntingdonshire District Council to identify potential sites for Navtek Solutions, Ceylon Detergents, Prathista Industries, Al Rawasy and an Confidential Indian fashion and jewellery e-commerce business. Introduced to potential investor EMGuidance. Attended Battery Sector Workshop organised to get a better understanding about the offering for potential investors in the industry.
- All DCs: All DCs were approached in relation to a wider number of investment opportunities including Astron Electric, Confidential hydrogen R&D testing facility, Üner Plastik AS, Unique Norfolk Venues, etc. looking for potential sites in CPCA.

Collaboration and Innovation – Inward Investment Service (41

Innovation

Market Access Programmes

In support of the levelling up agenda, in Year-2 we ran a Market Access Programme for the Advanced Manufacturing sector. The objective was to promote the regional capabilities in the industry on the global stage to encourage and support companies looking at expanding internationally to establish in CPCA, which is a region that is not as well known in Advanced Manufacturing as it is in other industries like Life Sciences or AI.

Inward Investment engaged with OP, SMA, HDC and ECDC to involve them in the preparation of the programme. Furthermore, the event took place on the 6th December 2022 and the team is now in the process of following up with the participants and wider applicants (+30), process that will likely end up with specific potential opportunities for the above DCs.

We want to build on the success of this programme, and plan to run a programme to promote the strengths of Fenland to attract Agri-tech investments. In 2022, Inward Investment commissioned a piece of Research to NIAB to articulate the Agri-tech market opportunity in CPCA with a focus on Fenland.

Over the past few months, we have engaged with all the DCs so that they can have the opportunity to input on this piece of work that is going to be used to market the opportunity nationally and internationally and to promote the Agri-tech Market Access Programme.

Cambridge Tech Week

Collaboration with Cambridge Wireless and Cambridge& regarding potential joint marketing of Cambridge Tech Week to an audience of international investors.

Year 3

We will continue to engage all local partners and authorities giving them the opportunity to promote their offering in all DIT sector propositions, input into DIT opportunities, client presentations, and to meet potential investors that are a good fit.

Collaboration and Innovation – Equity Service

Innovation

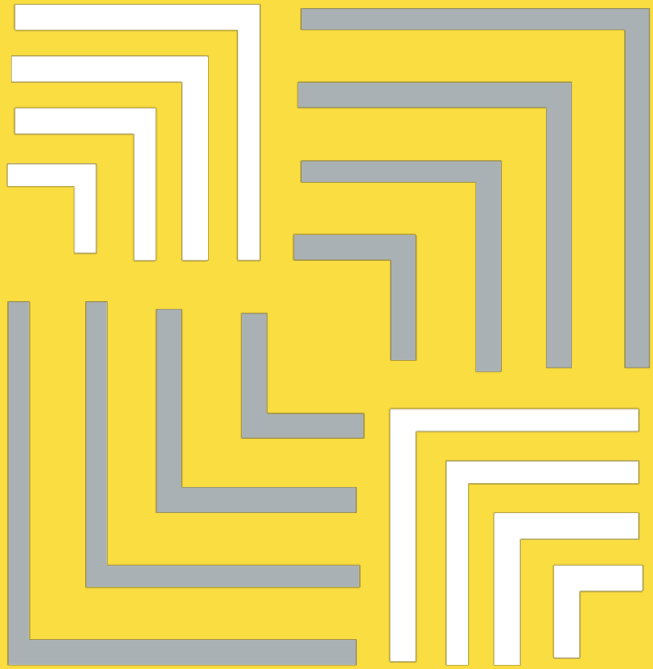
Having successfully relaunched the Growth Works with Equity offering in Autumn 2022, we are continuing to generate a strong pipeline of high-quality applicants that meet our eligibility criteria. Key milestones to date include the transition to an online application form which has significantly streamlined the application process for potential investee companies and quickly allows our team to assess the suitability and viability of the investment proposition.

In early 2023 we will further develop this online form including the development of additional functionality that will produce an indicative score based on the responses submitted. We will also look to develop the way we present potential equity investments to the Investment Panel based on feedback provided when presenting NoBacz and Credenxia.

The revised format will include a more consistent approach to the presentation of key documentation and supporting information to enable panel members to quickly digest large amounts of detailed information. Following a re-evaluation of the level of due diligence required to make informed decisions, we have rationalised and agreed appropriate checks and balances with the CPCA to ensure appropriate levels of due diligence are sourced during the scrutiny process.

Collaboration

Our ability to generate strong demand for Growth Works with Equity is dependent on the equity service working collaboratively with both external partners and internal Growth Works colleagues. In 2023 we are looking to successfully leverage relationships with multipliers by running joint pitch competitions events to raise awareness of the Growth Works with Equity offer to both potential applicant companies and VCs, Fund Managers and Angel Investors looking to source co-investment. We are also looking to integrate the equity service offering into the inward investment proposition to companies considering expanding into the Cambridgeshire and Peterborough region from overseas or elsewhere in the UK. We are also continuing to seek out opportunities to work more closely with the professional services firms in the region who can promote our offer to their customers.



5. Area Performance Packs



GROWTH WORKS

SECTION – 2a:

Partner Performance Pack

Cambridge City Council



Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...

To support coaching some SMEs benefited from a revenue grant.



66½ Jobs created (committed)



74 Businesses provided with a Growth Diagnostic



24 Businesses starting coaching assignments



22 Businesses starting a coaching journey



15 Businesses completing a coaching journey

Stated Challenge	Responses Cited
Need growth finance	56
Need to find the right new people	50
Need to improve skills deficits in current team	14
Need more effective people development strategy	10
Need new equipment	30
Need bigger premises	30
Need to improve productivity	13
Need more effective marketing	38
Need more effective sales	26
Need more effective growth strategy	26
Need more effective leadership and management	6
Other	20

TOTAL BY GEOGRAPHY 319



12 Revenue grant awards made to local firms

SME Revenue Grant Awards

£87,873




Awarded in Revenue Grants

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services





Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.





Inward Investment performance against the leading contracted metrics...

-  **285** Jobs created (committed)
-  **4** Inward Investment successes landed locally
-  **0** Active projects with this CC as the preferred UK location

Skills performance against the leading contracted metrics...

-  **85** Apprenticeships created (committed)
-  **33** Additional training and learning outcomes
-  **5** CO23's in place / SME engagement
-  **4** R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...

-  **33** Jobs created (committed) from CapEx grant awards
-  **3** SME CapEx grant awards made to local firms

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

CCC

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.

Inward Investment Successes

-  Netherlands
• Life Sciences
-  Germany
• Life Sciences
-  Turkey
• Food & Drink
-  United States
• Technology



(Aug) 13 Of 14 eligible schools
(Dec) 14 engaged in CEC



(Aug) 8 Of schools engaged have
(Dec) 11 completed a Compass

SME Capital Growth Awards



£207,214

Awarded in Capital Growth
Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (50 /2)



Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	11	£81,373.37	£7,397.58	38.5	£2,113.59
Revenue Grant (LGF)	1	£6,500.00	£6,500.00	1	£6,500.00
SME CapEx Grant	3	£207,213.95	£69,071.32	33	£6,279.21
	16	£295,087.32	£19,672.49	72.5	£4,070.17

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Cambridge Gan Devices	CapEx	£72,105.00	10	£7,210.50	Feb-22
Jacks Gelato	CapEx	£88,696.99	16	£5,543.56	Mar-22
Smart Solutions	CapEx	£46,411.96	7	£6,630.28	Mar-22
		£207,087.32	33	£6,070.17	

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (51 /2)



Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
The Cambridge Food Company	LGF	£6,500.00	1	£6,500.00	Apr-22
Essential Parent	ERDF	£6,250.00	3	£2,083.33	Feb-22
Sorex Sensors	ERDF	£6,600.00	1	£6,600.00	Feb-22
52 North Health	ERDF	£6,406.37	1	£6,406.37	Mar-22
Go Glass	ERDF	£7,622.50	1	£7,622.50	Mar-22
IOTAS	ERDF	£7,075.00	1	£7,075.00	Apr-22
SimSage	ERDF	£5,950.00	4.5	£1,322.22	Apr-22
Socrates	ERDF	£10,000.00	7	£1,428.57	Jul-22
Douce	ERDF	£8,490.00	8	£1,061.25	Aug-22
Fitzbillies	ERDF	£6,379.50	5	£1,275.90	Oct-22
Ellutia	ERDF	£4,100.00	2	£2,050.00	Nov-22
SenSage	ERDF	£12,500.00	5	£2,500.00	Dec-22
		£87,873.37	39.5	£2,224.64	



GROWTH WORKS

SECTION – 2b:

Partner Performance Pack

East Cambridgeshire District Council



Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...



55 Jobs created (committed)



79 Businesses provided with a Growth Diagnostic



16 Businesses starting coaching assignments



13 Businesses starting a coaching journey



16 Businesses completing a coaching journey

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...

Stated Challenge	Responses Cited
Need growth finance	64
Need to find the right new people	59
Need to improve skills deficits in current team	22
Need more effective people development strategy	7
Need new equipment	47
Need bigger premises	31
Need to improve productivity	23
Need more effective marketing	25
Need more effective sales	18
Need more effective growth strategy	21
Need more effective leadership and management	12
Other	19

TOTAL BY GEOGRAPHY 348

To support coaching some SMEs benefited from a revenue grant.



2 Revenue grant awards made to local firms

SME Revenue Grant Awards

£12,091

Awarded in Revenue Grants

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services



Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.

Inward Investment performance against the leading contracted metrics...



0 Jobs created (committed)



0 Inward Investment successes landed locally



0 Active projects with this DC as the preferred UK location

Skills performance against the leading contracted metrics...



5 Apprenticeships created (committed)



0 Additional training and learning outcomes



0 CO23's in place / SME engagement



4 R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...



71 Jobs created (committed) from CapEx grant awards



7 SME CapEx grant awards made to local firms

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

ECDC

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022

CEC Contract - 8 Schools / Colleges

Inward Investment Success



(Aug) 8 Of 8 eligible schools

(Dec) 8 engaged in CEC



(Aug) 8 Of schools engaged have

(Dec) 7 completed a Compass



SME Capital Growth Awards

£329,262

Awarded in Capital Growth Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants



NOTE: data is to 16th December 2022.

Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	2	£12,091.00	£6,045.50	6	£2,015.17
Revenue Grant (LGF)	0	£0.00	£0.00	0	£0.00
SME CapEx Grant	7	£329,262.14	£47,037.45	71	£4,637.49
	9	£341,353.14	£37,928.13	77	£4,433.16

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Assynt	CapEx	£24,102.92	4	£6,025.73	Jan-22
Biologic	CapEx	£53,032.51	20	£2,651.63	Apr-22
Biologic Tech	CapEx	£53,032.51	20	£2,651.63	Jan-22
Silver Oak	CapEx	£100,000.00	12	£8,333.33	May-22
Sigma Embroidery and Printing Ltd	CapEx	£22,966.20	4	£5,741.55	Aug-22
VIP Polymers	CapEx	£46,128.00	7	£6,589.71	Aug-22
Ely Skip Hire	CapEx	£30,000.00	4	£7,500.00	Dec-22
		£346,716.98	61	£5,683.16	

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
OGPM	ERDF	£6,750.00	1	£6,750.00	Mar-22
Ely Skip Hire	ERDF	£5,341.00	5	£1,068.20	Nov-22
		£12,091.00	6	£2,015.17	



**GROWTH
WORKS**

SECTION – 2c:

Partner Performance Pack

Fenland District Council

Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...



190 Jobs created (committed)



168 Businesses provided with a Growth Diagnostic



23 Businesses starting coaching assignments



23 Businesses starting a coaching journey



18 Businesses completing a coaching journey

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...

Stated Challenge	Responses Cited
Need growth finance	61
Need to find the right new people	60
Need to improve skills deficits in current team	19
Need more effective people development strategy	10
Need new equipment	52
Need bigger premises	28
Need to improve productivity	20
Need more effective marketing	32
Need more effective sales	22
Need more effective growth strategy	29
Need more effective leadership and management	4
Other	19

TOTAL BY GEOGRAPHY 356

To support coaching some SMEs benefited from a revenue grant.



5 Revenue grant awards made to local firms

SME Revenue Grant Awards

£20,686

Awarded in Revenue Grants

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Inward Investment performance against the leading contracted metrics...



18 Jobs created (committed)



1 Inward Investment successes landed locally



0 Active projects with this DC as the preferred UK location

Skills performance against the leading contracted metrics...



25 Apprenticeships created (committed)



79 Additional training and learning outcomes



10 CO23's in place / SME engagement



4 R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...



21 Jobs created (committed) from CapEx grant awards



3 SME CapEx grant awards made to local firms

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

FDC

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022



UK Inbound
• Food & Drink



(Aug) 6 Of 6 eligible schools
(Dec) 6 engaged in CEC



(Aug) 6 Of schools engaged have
(Dec) 6 completed a Compass



SME Capital Growth Awards

£144,718

Awarded in Capital Growth
Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants



NOTE: data is to 16th December 2022.

Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	5	£20,686.04	£4,137.21	16	£1,292.88
Revenue Grant (LGF)	0	£0.00	£0.00	0	£0.00
SME CapEx Grant	3	£144,718.00	£48,239.33	21	£6,891.33
	8	£165,404.04	£20,675.51	37	£4,470.38

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
South & Son	CapEx	£27,225.00	4	£6,806.25	Mar-22
StocksAG Ltd	CapEx	£93,628.00	13	£7,202.15	May-22
Fenland Leisure	CapEx	£23,865.00	4	£5,966.25	Oct-22
		£144,718.00	21	£6,891.33	

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Hair and Beauty Hub Ltd	ERDF	£5,905.00	1	£5,905.00	Apr-22
Chokshi	ERDF	£7,440.00	12	£620.00	May-22
Lilac HR	ERDF	£2,387.50	1	£2,387.50	May-22
Qualitetch Components	ERDF	£1,153.54	1	£1,153.54	Jun-22
South and son	ERDF	£3,800.00	1	£3,800.00	Jul-22
		£20,686.04	16	£1,292.88	



**GROWTH
WORKS**

SECTION – 2d:

Partner Performance Pack

Huntingdonshire District Council




Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...

 **155½** Jobs created (committed)

 **354** Businesses provided with a Growth Diagnostic

 **56** Businesses starting coaching assignments

 **55** Businesses starting a coaching journey


 **44** Businesses completing a coaching journey

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...


Stated Challenge	Responses Cited
Need growth finance	160 
Need to find the right new people	166 
Need to improve skills deficits in current team	65 
Need more effective people development strategy	35 
Need new equipment	121 
Need bigger premises	56 
Need to improve productivity	58 
Need more effective marketing	139 
Need more effective sales	72 
Need more effective growth strategy	89 
Need more effective leadership and management	25 
Other	64 

TOTAL BY GEOGRAPHY 1,050

To support coaching some SMEs benefited from a revenue grant.

 **16** Revenue grant awards made to local firms

SME Revenue Grant Awards

 **£92,697**

Awarded in Revenue Grants

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.

HDC

Inward Investment performance against the leading contracted metrics...



0 Jobs created (committed)



0 Inward Investment successes landed locally



0 Active projects with this DC as the preferred UK location

Skills performance against the leading contracted metrics...



10 Apprenticeships created (committed)



19 Additional training and learning outcomes



15 CO23's in place / SME engagement



10 R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...



38 Jobs created (committed) from CapEx grant awards



4 SME CapEx grant awards made to local firms

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

HDC

Performance Indicator Scorecard Summary for the period 1 January to 16th December 2022

Inward Investment Success

CEC Contract 10 Schools / Colleges



(Aug) 8 Of 10 eligible schools
(Dec) 9 engaged in CEC



(Aug) 7 Of schools engaged have
(Dec) 7 completed a Compass

SME Capital Growth Awards



£287,560

Awarded in Capital Growth Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (66 /2)

HDC

Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	15	£86,197.13	£5,746.48	56	£1,539.23
Revenue Grant (LGF)	1	£6,500.00	£6,500.00	2.5	£2,600.00
SME CapEx Grant	4	£287,559.50	£71,889.88	38	£7,567.36
	20	£380,256.63	£19,012.83	96.5	£3,940.48

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Paragraf	CapEx	£150,000.00	20	£7,500.00	Jan-22
Global Partnerships Ltd	CapEx	£41,200.00	5	£8,240.00	Jul-22
AC Composites	CapEx	£33,609.50	4	£8,402.38	Dec-22
Photofab	CapEx	£62,750.00	9	£6,972.22	Dec-22
		£287,559.50	38	£7,567.36	

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (67 /2)

HDC

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
River Tea Rooms	LGF	£6,500.00	2.5	£2,600.00	Apr-22
Spetses Ltd	ERDF	£6,000.00	3	£2,000.00	Jan-22
Waterworx Plumbing and Heating Services Ltd	ERDF	£5,000.00	3	£1,666.67	Jan-22
Nicholas Hythe	ERDF	£2,275.00	2	£1,137.50	Mar-22
Positive Futures Recruitment	ERDF	£2,760.00	4	£690.00	Mar-22
Prestons Health	ERDF	£5,598.13	2	£2,799.07	Apr-22
Emotive AI Solutions	ERDF	£6,490.00	4	£1,622.50	May-22
42 Technology Ltd	ERDF	£5,562.00	2	£2,781.00	May-22
Faux Creation	ERDF	£7,500.00	3	£2,500.00	May-22
Titan Boat Canopies Ltd	ERDF	£6,000.00	1	£6,000.00	May-22
42 Technology Ltd	ERDF	£5,562.00	7	£794.57	Jun-22
Titan Motorsport	ERDF	£7,410.00	2	£3,705.00	Jun-22
VHS Cleaning	ERDF	£4,500.00	15	£300.00	Jun-22
Active Food Systems t/a Synergy Grill	ERDF	£5,310.00	3	£1,770.00	Jul-22
Avarta Ltd (Tea cups London)	ERDF	£4,000.00	1	£4,000.00	Nov-22
Paragraf	ERDF	£12,230.00	4	£3,057.50	Dec-22
		£92,697.13	58.5	£1,584.57	



**GROWTH
WORKS**

SECTION – 2e:

Partner Performance Pack

Peterborough City Council


Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...

 **276½** Jobs created (committed)

 **354** Businesses provided with a Growth Diagnostic

 **64** Businesses starting coaching assignments

 **58** Businesses starting a coaching journey


 **64** Businesses completing a coaching journey

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...


Stated Challenge	Responses Cited
Need growth finance	209 
Need to find the right new people	227 
Need to improve skills deficits in current team	90 
Need more effective people development strategy	60 
Need new equipment	141 
Need bigger premises	77 
Need to improve productivity	70 
Need more effective marketing	198 
Need more effective sales	120 
Need more effective growth strategy	118 
Need more effective leadership and management	49 
Other	69 

TOTAL BY GEOGRAPHY 1,428

To support coaching some SMEs benefited from a revenue grant.

 **34** Revenue grant awards made to local firms

SME Revenue Grant Awards

 **£231,130**




Awarded in Revenue Grants

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services


Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Inward Investment performance against the leading contracted metrics...

-  **20** Jobs created (committed)
-  **1** Inward Investment successes landed locally
-  **0** Active projects with this CC as the preferred UK location

Skills performance against the leading contracted metrics...

-  **116** Apprenticeships created (committed)
-  **479** Additional training and learning outcomes
-  **33** CO23's in place / SME engagement
-  **17** R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...

-  **66** Jobs created (committed:
 - 52 = SME CapEx Grants
 - 14 = Equity placement)
-  **7** SME CapEx grant awards made to local firms
-  **1** £250,000 Small Business Capital Growth Investment equity placement confirmed

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

PCC

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022

CEC Contract 21 Schools / Colleges

2022



UK Inbound
• Financial &
Professional
Services



(Aug) 21 Of 21 eligible schools
(Dec) 21 engaged in CEC



(Aug) 17 Of schools engaged have
(Dec) 16 completed a Compass



SME Capital Growth Awards

£558,435

Awarded in Capital Growth
Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (72 /3)

PCC

Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	28	£196,488.50	£7,017.45	58.5	£3,358.78
Revenue Grant (LGF)	6	£34,641.25	£5,773.54	15	£2,309.42
SME CapEx Grant	7	£308,435.29	£44,062.18	52	£5,931.45
	41	£539,565.04	£13,160.12	125.5	£4,299.32

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Fisherprint Ltd	CapEx	£60,000.00	13	£4,615.38	Jan-22
GH Displays Ltd	CapEx	£27,850.00	4	£6,962.50	Jan-22
Recoup	CapEx	£20,009.29	3	£6,669.76	Feb-22
Alrose Products	CapEx	£20,076.00	4	£5,019.00	Apr-22
Photocentric	CapEx	£105,000.00	15	£7,000.00	May-22
AGN	CapEx	£25,500.00	3	£8,500.00	Jul-22
Flexi Print Shop	CapEx	£50,000.00	10	£5,000.00	Sep-22
		£308,435.28	52	£5,931.45	

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Gurkha Durbaar	LGF	£6,500.00	8	£812.50	Feb-22
GGM Accounting	LGF	£4,350.00	1	£4,350.00	Apr-22
Henson Crisp	LGF	£4,300.00	1	£4,300.00	Apr-22

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (73 /3)



Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Aim a little higher	LGF	£4,563.75	2	£2,281.88	Jul-22
EF Engineering	LGF	£10,000.00	2	£5,000.00	Jul-22
Hera Beauty	LGF	£4,927.50	1	£4,927.50	Sep-22
Projekt Rising	ERDF	£5,110.00	2	£2,555.00	Jan-22
CalmaBaby	ERDF	£6,500.00	1	£6,500.00	Feb-22
DT Architects	ERDF	£6,480.00	3	£2,160.00	Feb-22
Innate Essence	ERDF	£6,500.00	1	£6,500.00	Feb-22
Instant Homes	ERDF	£6,500.00	3	£2,166.67	Feb-22
Moto Broking Ltd	ERDF	£6,500.00	4	£1,625.00	Feb-22
Playfords	ERDF	£6,500.00	2	£3,250.00	Feb-22
RECOUP	ERDF	£2,750.00	1	£2,750.00	Feb-22
DC Norris and Co	ERDF	£6,600.00	5	£1,320.00	Mar-22
Jack & Grace	ERDF	£3,075.00	0.5	£6,150.00	Mar-22
Alrose	ERDF	£4,875.00	1	£4,875.00	Apr-22
Secret Source	ERDF	£6,500.00	1.5	£4,333.33	Apr-22
C Braithwaites Ltd	ERDF	£4,250.00	1.5	£2,833.33	May-22
J E Coakley Ltd (t/a RxSport)	ERDF	£6,500.00	3	£2,166.67	May-22
Circle Fire Electrical	ERDF	£5,950.00	3.5	£1,700.00	Jul-22
Ideal Power	ERDF	£9,982.50	2	£4,991.25	Jul-22
IPM Global Mobility Ltd	ERDF	£10,000.00	2	£5,000.00	Jul-22
Olympus Automation Ltd t/a OAL Group	ERDF	£6,692.00	2	£3,346.00	Jul-22

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (74 /3)

PCC

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
G7th	ERDF	£10,000.00	1.5	£6,666.67	Aug-22
Hydromarque	ERDF	£10,000.00	3	£3,333.33	Aug-22
Soak Rochford	ERDF	£6,500.00	2	£3,250.00	Oct-22
Hapi Hemp	ERDF	£10,500.00	1	£10,500.00	Dec-22
Young Technicians Academy	ERDF	£9,750.00	2	£4,875.00	Dec-22
Dalrod	ERDF	£8,955.00	2	£4,477.50	Sep-22
ECVA	ERDF	£9,600.00	4	£2,400.00	Sep-22
Opperman Plans Lts	ERDF	£9,944.00	1	£9,944.00	Sep-22
Media Matters	ERDF	£5,825.00	1	£5,825.00	Nov-22
Stamford Bespoke Kitchens	ERDF	£4,150.00	2	£2,075.00	Nov-22
		£231,129.75	73.5	£3,144.62	



**GROWTH
WORKS**

SECTION – 2f:

Partner Performance Pack

South Cambridgeshire District Council




Year Two Review: Growth Coaching Service and Revenue Grants

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.



Our performance against the leading contracted metrics...

 **544½** Jobs created (committed)

 **223** Businesses provided with a Growth Diagnostic

 **71** Businesses starting coaching assignments

 **64** Businesses starting a coaching journey


 **75** Businesses completing a coaching journey

In delivering diagnostics to businesses, the companies we engaged with cited a range of barriers to growth...


Stated Challenge	Responses Cited
Need growth finance	203 
Need to find the right new people	212 
Need to improve skills deficits in current team	59 
Need more effective people development strategy	49 
Need new equipment	96 
Need bigger premises	60 
Need to improve productivity	54 
Need more effective marketing	148 
Need more effective sales	118 
Need more effective growth strategy	102 
Need more effective leadership and management	33 
Other	51 

TOTAL BY GEOGRAPHY 1,185

To support coaching some SMEs benefited from a revenue grant.

 **22** Revenue grant awards made to local firms

SME Revenue Grant Awards

 **£199,887**

Awarded in Revenue Grants





Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022.

Inward Investment performance against the leading contracted metrics...

-  **26** Jobs created (committed)
-  **3** Inward Investment successes landed locally
-  **0** Active projects with this DC as the preferred UK location

Skills performance against the leading contracted metrics...

-  **10** Apprenticeships created (committed)
-  **0** Additional training and learning outcomes
-  **8** CO23's in place / SME engagement
-  **1** R9 (CO23 action plans) completed

SME CapEx Grants and Equity placement performance against the leading metrics...

-  **40** Jobs created (committed) from CapEx grant awards
-  **5** SME CapEx grant awards made to local firms

Year Two Review: Inward Investment, Skills, and SME CapEx Grants and Equity Services

SCDC

Performance Indicator Scorecard Summary for the period 1st January to 16th December 2022

Inward Investment Successes

-  Netherlands
 - Technology
-  Canada
 - Life Sciences
-  Spain
 - Life Sciences



(Aug) 13 Of 13 eligible schools
(Dec) 13 engaged in CEC



(Aug) 8 Of schools engaged have
(Dec) 7 completed a Compass



SME Capital Growth Awards

£214,093

Awarded in Capital Growth Funding to local Small Businesses

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants

NOTE: data is to 16th December 2022.

Name	Number of Grants Awards	Total Value of Grant Awards	Average Value of Grant Awards	Jobs to be created as a result of Grant	Grant Award per Job Created
Revenue Grant (ERDF)	21	£158,759.66	£7,559.98	84	£1,890.00
Revenue Grant (LGF)	1	£8,680.00	£8,680.00	0.4	£21,700.00
SME CapEx Grant	5	£214,093.34	£42,818.67	40	£5,352.33
	27	£381,533.00	£14,130.85	124.4	£3,066.99

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
NET LED LTD	CapEx	£70,487.35	10	£7,048.74	Jan-22
CEG Rent	CapEx	£30,000.00	4	£7,500.00	May-22
KISS Comms	CapEx	£72,479.00	19	£3,814.68	May-22
The Cambridge Food Company	CapEx	£20,126.99	4	£5,031.75	Jul-22
Angiahearing	CapEx	£21,000.00	3	£7,000.00	Oct-22
		£41,126.99	7	£5,875.28	

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
Wysing Arts Centre	LGF	£8,680.00	0.4	£21,700.00	Jun-22
Antiverse Ltd	ERDF	£6,500.00	4	£1,625.00	Jan-22
Cambridge Fruit Company Ltd	ERDF	£4,432.00	1	£4,432.00	Jan-22
Munro Leisure investments ltd	ERDF	£7,000.00	3	£2,333.33	Jan-22
Reach Cambridge	ERDF	£4,999.00	1	£4,999.00	Jan-22

SERVICE LINE REPORTING: Grants – ERDF and LGF Revenue Grants, and SME CapEx Grants (3/3)



NOTE: data is to 16th December 2022.

Name	Grant Type	Grant Value to be Claimed	Jobs to be created as a result of Grant	Grant Award per Job Created	Date Grant Offer Letter Sent
R H Building Consultancy Ltd	ERDF	£4,000.00	2	£2,000.00	Jan-22
angliEAR Hearing and Tinitus Solutions Limited	ERDF	£6,534.00	2	£3,267.00	Feb-22
To the Moon and Back	ERDF	£5,500.00	3	£1,833.33	Feb-22
VividQ	ERDF	£34,235.00	18	£1,091.94	Feb-22
Archipelago	ERDF	£6,430.00	6	£1,071.66	Mar-22
Crayfish	ERDF	£4,922.67	1	£4,922.67	Mar-22
Delta-T Devices Ltd	ERDF	£4,999.00	1	£4,999.00	Mar-22
Signapse	ERDF	£6,600.00	9	£733.33	Mar-22
Ambie Media Limited	ERDF	£6,050.00	11	£550.00	Apr-22
Pockit Diagnostics	ERDF	£6,500.00	2	£3,250.00	Apr-22
KISS communications	ERDF	£6,795.00	1	£6,795.00	May-22
Cambridge Wireless	ERDF	£10,000.00	3	£3,333.33	Jun-22
Electron RX	ERDF	£9,062.00	6	£1,510.33	Jun-22
Fen EP Ltd	ERDF	£3,000.00	3	£1,000.00	Jun-22
Sensoriis	ERDF	£10,000.00	5	£2,000.00	Jul-22
Fresh & Well	ERDF	£1,350.99	1	£1,350.99	Dec-22
Layrd Design	ERDF	£9,850.00	2	£4,925.00	Dec-22
		£167,439.66	84.4	£1,983.88	



**GROWTH
WORKS**

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 **CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

 **THE BUSINESS BOARD**


HM Government

 **European Union**
European Structural
and Investment Funds



Agenda Item No: 3.2

A Summary of the Employment and Skills Board Meeting Tuesday 21st February 2023

To:	Skills Committee
Meeting Date:	6 March 2023
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha
From:	Fliss Miller, Interim Associate Skills Director
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	The Skills Committee is recommended to: a) Note the paper which provides an overview of the recent Employment and Skills Board held on 21 February 2023.
Voting arrangements:	No vote required.

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), which includes the role of The Combined Authority's Skills Advisory Panel (SAP).

2. Background

- 2.1 The last meeting of the ESB was held on the 21 February 2023. Eight members were in attendance.

3. Meeting Overview

- 3.1 The Board received a number of presentations about current programmes of work and new initiatives being taken forward and also received a presentation from external partners.
- 3.2 Members received a presentation from UCAS, informing the Board about the planned changes to UCAS' role in how applications are received for apprenticeship programmes. These plans are for all apprenticeship levels. Members engaged in the discussion identifying challenges with the proposals, also acknowledging potential opportunities. It was agreed that a subsequent presentation would be useful in six months time.
- 3.3 Members were informed about the Primary Careers Pilot, that the Combined Authority had been successful in being selected as one of four national trailblazers working with the Careers and Enterprise Company (CEC). Members provided useful suggestions in shaping this work.
- 3.4 A joint presentation by the Cambridgeshire Chamber of Commerce and the Combined Authority on the Local Skills Improvement Plan (LSIP) was received. The presentation informed members on the progress and engagement made to date. In addition members were informed of the future timeline for completion. Member contributions in the discussion will continue to frame the direction of the work.
- 3.4 Members were informed of the new Skills Provider Forum that has been launched, and the purpose of what this forum hopes to achieve.
- 3.5 Updated economic and labour market information was shared with the Board. It was agreed that this information should be shared more broadly. Members agreed to distribute to their networks. Officers will ensure the information and analysis is also available on a portal.
- 3.6 An update was provided on the wider work of the Combined Authority, informing the Board of the progress made with the improvement plan, including an outline of the new Corporate Strategy and Mayoral Ambition and Pledges.

Significant Implications

4. Financial Implications

4.1 There are no financial implications.

5. Legal Implications

5.1 There are no legal implications.

5. Other Significant Implications

5.1 There are no other significant implications.

6. Appendices

6.1 There are no appendices.

7. Background Papers

7.1 N/A



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

SKILLS COMMITTEE AGENDA PLAN

Updated 27 January 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.

The following are standing agenda items which 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
06/03/23	Skills Funding allocations and policy changes for 2023-24	To approve AEB, FCFJ and Multiply funding allocations for 2023-24 and funding policy changes.	Parminder Singh Garcha	Yes		24/02/23
	Careers Hub allocations and future plans		Laura Guymmer	Yes		
	Growth Works Update		Steve Clarke	Yes (for note)		
	UK Shared Prosperity Fund Skills Strategic Projects		Steve Clarke + Fliss Miller	No		
05/06/23	Skills Contract Awards to Independent Training Providers for 2023-24	To approve AEB, FCFJ, Bootcamps Multiply contract awards for 2023-24 academic year.	Parminder Singh Garcha / Melissa Gresswell	Yes		26/05/23
	AEB Three-year Evaluation Report – impact and findings	To note the findings of the AEB Impact Evaluation and approve the next steps.	Parminder Singh Garcha	No		
	FE Coldspots – report on progress	To note the progress made with the projects.	Parminder Singh Garcha	No		
	Economic Growth Strategy Implementation Plan		Steve Clarke	No		
	Health and Social Care Sector Academy – end of contract performance review		Fliss Miller	No		

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