



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

SKILLS COMMITTEE

Date: Wednesday, 16 March 2022

Democratic Services

Robert Parkin Dip. LG.
Chief Legal Officer and Monitoring Officer

10:00 AM

72 Market Street
Ely
Cambridgeshire
CB7 4LS

Sand Martin House, Bittern Way, Peterborough PE2 8TY
[Venue Address]

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 - 17 January 2022

5 - 26

1.3 Public Questions

Arrangements for public questions can be viewed in Chapter 5, Paragraphs 18 to 18.16 of the Constitution which can be viewed here

- [Constitution](#)

Part 2: Recommendations to Combined Authority Board

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Part 3: Delivery

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Part 4: Date of next meeting

27 April 2022.

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 Lis Every

Councillor Jon Neish

Councillor Lucy Nethsingha

Councillor Chris Seaton

Cllr Niamh Sweeney

Councillor Eileen Wilson

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**CAMBRIDGESHIRE
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COMBINED AUTHORITY

Skills Committee Minutes

Meeting: Monday 17 January 2022

Venue: Multi-Function Room, New Shire Hall, Cambridgeshire County Council

Time: 10.00am - 12.00pm

Present:

Cllr Lucy Nethsingha - Chair and Member for Cambridgeshire County Council

Cllr Lynne Ayres - Peterborough City Council

Cllr Lis Every - East Cambridgeshire District Council

Cllr Jon Neish - Huntingdonshire District Council

Cllr Chris Seaton - Fenland District Council

Cllr Niamh Sweeney - Cambridge City Council

Cllr Eileen Wilson - South Cambridgeshire District Council

Apologies: None

Part 1 - Governance Items

38. Apologies for Absence and Declarations of Interest and Announcements

No apologies received or declarations of interest made.

39. Minutes of the Skills Committee meeting on 10 November 2021 and Actions

The minutes of the meeting on 10 November 2021 were approved as an accurate record.

The action log was noted.

40. Public Questions

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

41. Skills Committee Agenda Plan

It was resolved to note the agenda plan.

42. Combined Authority Forward Plan

It was resolved to note the Forward Plan.

Part 2 – Recommendations to the Combined Authority Board

43. Peterborough University – Phase Three Business Case

The Committee received a report detailing the Business Case for the University of Peterborough Phase Three project and sought approval from the Committee to recommend the actions arising to the Combined Authority Board.

In particular, the presenting officer highlighted:

- The recommendations to Combined Authority Board, set out in the report, were to deliver the legal and contractual framework of phase three of the University.
- The University had two main aims, to increase the skills of local people, to increase the highly skilled employment opportunity and was a Mayoral Priority in the Combined Authorities Business Plan. The University was a key intervention in the Local Industrial Strategy and the Skills Strategy, to address the current disconnect between work and qualification.
- Main aim for the University expansion was to consolidate and build on the phases of the University that had already been approved. Phases One and Two were currently underway, and Phase One was on track to be completed in July 2022 and would open the first teaching building to its first students in September 2022. It would provide space for around 2000 students, rising to 3000 by 2025.
- The curriculum of the University was focused on Health, Social Care, Education, Management, Finance and Law.
- Phase two of the University was the Peterborough Research and Innovation Incubator, which was currently under construction. Completion was forecast for December 2022.
- Requesting to go ahead with Phase three of the University. The key feature of the phase was to increase the student numbers to around 4,700 from 2024. Phase three comprised of a Living Lab, a new Science Centre for Peterborough with public space for exhibitions to inspire young people into STEM sectors.

- Adjustments were required to the ProPCo1 Legal arrangements. The funding for phase three was detailed in section three of the report. Phase three was due to be delivered in 2024 and the additional funding required changes to the shareholder agreement which in turn had an impact on the CPCA position as a majority shareholder. A mutually agreed position had tentatively been agreed and work by lawyers to finalise the position was due to start imminently and the target was to finalise the position by February to meet the timeline of the Levelling Up Funding.

Discussing the report Members:

- Queried the benefit cost ratio and why the original building fell from 10 to 6.7. Officers stated that the benefits cost ratio was significantly high and positive even though it had dropped from phase one. Officers explained that the reason for the drop was because there were now two buildings and the quantitative measures were due to the fact that there were two investments and two sets of costs associated with the University rather than one set as in phase one. Officers highlighted that the benefits cost ratio was the quantitative measure, there was a qualitative aspect that had not been measured but had been indicated and noted. Officers explained that they would follow up on the details of the benefits cost ratio and feed back to Members. **ACTION**
- Sought clarity on whether counsels opinion been obtained for the planning of phase three, which was referred to in the business case. Officers stated that the planning aspect of the approval had just gone into consultation and were expecting the full application to be put to the council by the middle of the year. The Director of Business and Skills stated that the counsels legal opinion was sought in relation to the original plan which was to apply for outline planning for the full campus before the authority might be granted detailed planning for phase three and counsel advised that that would not be necessary and the authority were now applying for detailed planning for phase three in parallel with getting outline planning for the whole campus.
- Questioned whether the work schedule was on track to meet the deadline for the Levelling Up Funding. Officers stated that if the Committee and Board consented to the delegated authorities set out in the report then it would be possible to instruct a consultant to start work on the building designs by the end of February and complete the structure of the building by March 2024 and there was a robust programme in place that would allow the authority to meet the deadline.
- Highlighted that the deadline for applications for the University were at the end of the month and queried how applications were going for phase one. Officers explained that Anglia Ruskin University had two open days and they had been overwhelmingly received and supported and the early signs where they were estimating 12,000 applications. Officers stated that the more detailed analysis would be obtained from UCAS following the application deadline of 26 January.

- Queried the curriculum for phase one of the University as originally it was around engineering and STEM science subjects but that this was not the case anymore and sought clarity on how phase one and phase two would work together if the objective was to retain the students in Peterborough to increase their skills. Officers explained that the current curriculum in phase one of the University had some aspects of STEM, including Engineering and Agritech and Environment as well as Creative Arts and Sciences, Health, Education and Social Care. Officers explained that phase three would build on what was already available with further STEM courses and enhancing the phase one curriculum. Officers stated the building and curriculum was based on a net-zero strategy, which was the ethos of the University.
- Questioned if the Combined Authority was confident that the costs of the scheme could be met with ever increasing costs. The Director of Business and Skills stated that there had been supply chain impacts due to covid and leaving the European Union. He explained that on phase one they had gone through their contingency budget quite quickly and officers had done some value engineering on the building and hoped to get the contingency back up to £500k in the next management meeting. He clarified the building in phase two had been shrunk as they were laying order right at the peak of the covid pandemic and the exit of the European Union and the supply chains were struggling, but that this had not affected any of the outcomes. He stated that on phase three the design consultants have shrunk the size of the building by 8% to meet the likely costs of the supply chain increases but again this would not affect the outcomes.
- Welcomed that the outreach work that was ongoing to encourage students from surrounding areas and that the University would not just be Peterborough focused. The Director of Business and Skills explained that it was very much a regional university especially in relation to the courses and the business this would support.
- Queried how students would be transported to the University from across the region in particular rural areas and whether there was ongoing work in relation to providing students with accessible transport options. Officers stated that they were looking to provide a pathway for Fenland and surrounding areas and there needed to be a creation of a pipeline to attract students from Fenland and rural areas and provide them with accessible transport and this was something that colleagues in the transport team at the Combined Authority had been looking at in collaboration with Peterborough City Council who were refreshing their Transport Strategy. The Director of Business and Skills stated that a bid was being created to the Mayors Gainshare working with transport colleagues around bus passes and subsidised bus travel for Higher and Further Education. There was also a strong relationship being built with the College of West Anglia (CWA) and there was potential within

Fenlands Levelling Up Fund to work with CWA to give students a foundation year in Wisbech and then finishing their degrees off in Peterborough.

- Sought clarity on what progress had been made to recruit academic staff to the University. Officers explained that Anglia Ruskin University had provided a dedicated team to work on the University and this included five Executive posts. Officers explained that there was ongoing recruitment to posts at the University.

The Chair brought the debate to a close by highlighting the rapid progress that was being made on the University and requested that the Committee visit the University in the Autumn. She requested that the Committee be kept up to date with progress on applications and on broader discussions in relation to transport links. **ACTION**

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

1. Approve the University of Peterborough Phase three Business Case
2. Approve the use of option a) in section 4.2, to use the existing special purpose vehicle Peterborough HE Property Company Ltd (Prop Co 1), for the delivery of Phase three of the University Programme, as the owner and developer of the second teaching building.
3. Consent, as shareholder, to modification of the Shareholders Agreement relating to Peterborough HE Property Company Ltd (Prop Co 1), on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Chief Finance Officer (s73 Officer) may agree, to include at a minimum the maintenance by the CPCA of the drag along rights, described at paragraph 4.2 of this report and in order to reflect the share allotments as noted in paragraph 3 below.
4. Consent, as shareholder, to Peterborough HE Property Company Ltd (Prop Co 1):
 - a) Issuing the following shares:
 - i. To Peterborough City Council, shares to the value of £20m (in consideration of it investing £20m of Levelling Up Fund (LUF) funding)
 - ii. To CPCA, shares to the value of £2m (in consideration of it investing £2m of Local Growth Fund funding)
 - iii. To Anglia Ruskin University, shares to the value of £4m in consideration of it investing £4m)

and note that the share issue should be completed by 31 March 2022.

- b) Agreeing revisions to the Development Management Agreement to extend the delivery specification in relation to the project management and delivery services and associated support services to relate also to phase three.
 - c) Entering into a land transfer with Peterborough City Council to acquire the Phase three land and then enter into an agreement for lease, and lease with ARU Peterborough in respect of the Phase three Building, and such consequential and other ancillary agreements on such terms as the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Chief Finance Officer (s73 Officer) may agree.
 - d) Adopting a revised Business Plan, including such changes as are necessary to reflect the construction works and agreement for lease, and lease to ARU-Peterborough of the Phase 3 building in addition to the Phase one building.
5. Delegate authority to the Chief Executive of the CPCA in consultation with the Chief Legal Officer (Monitoring Officer), and the Chief Finance Officer (s73 Officer) to agree:
- a) such changes to the Collaboration Agreement providing that changes to the delivery obligations (and respective timings) are made as described in 5.2 of this report.
 - b) In respect of the Collaboration Agreement, such changes in respect of increased target for student numbers, the curriculum model, and the site and building plan as described in paragraph 5.2 of this report.
 - c) The Development Management Agreement, such changes in respect of the provision of programme management services to Propco1, related to the Phase 3 construction project, are made as described in 5.2 of this report.
 - d) and to create or modify any such other documents as the Chief Legal Officer (Monitoring Officer) advises are necessary to give effect to the recommendations.

44. Health and Care Sector Work Academy

The Committee received a report detailing the performance outcome of the Health and Care Sector Work Academy (HCSWA) and was invited to recommend that the Combined Authority Board approve the new profile spend.

In particular, the presenting officers highlighted:

- The pilot did not reach the target numbers in the original contract period and the Department for Work and Pensions had agreed to an extension of the pilot to March 2023.

- City College Peterborough were the lead partner for the academy and the Executive Principal was now leading on the project and officers were working closely with the college to meet the revised targets.
- City College Peterborough had recently employed into a new position, to lead on the work of the academy and there was already engagement with a number of wider delivery partners to ensure that the targets could be met.

Discussing the report Members:

- Highlighted that key factor of the success of the new Integrated Care Partnership in Cambridgeshire and Peterborough was staffing and this was a key part of the process.
- Noted that there had been some investment in facilities and queried where the facilities were. Officers explained that the facilities were in City College Peterborough's campus in the city. Officers stated that the Mayor had opened the centre and that they had received really good feedback on the facilities from students and local employers.
- Highlighted that there was a theme in the other papers received at the Committee were there was supply but not the demand for courses. Members sought clarity on how demand would be created, as there was a malaise post covid in some areas for returning to work and mindsets needed to be changed. Members also queried who was leading on the Health and Care Sector Work Academy Programme, pulling all the threads together. Officers explained that they were working very closely with the Department for Work and Pensions to look at referrals and using different engagement approaches including looking at sub-contracting with a number of new providers who were already engaged in the health and care sector, who already had strong recruitment. Officers stated that Pat Carrington was the lead on behalf of the City College Peterborough and that Fliss Miller was the lead at the Combined Authority.
- Noted that the academy started in January 2018 and was due to run until January 2021. Members queried whether there had been any problems in the first two years of the academy, which was pre-covid. The Director of Business and Skills stated that the Academy was slow to start in 2019-20, and this was a result of City College Peterborough having significant problems engaging with employers. He stated that City College Peterborough were predominantly an adult and community learning focused provider and in the early days of the Academy, before the establishment of Growth Works with Skills, they had found it difficult to engage with employers. He explained since the establishment of Growth Works with Skills in January 2021, and City College Peterborough establishing through Opportunity Peterborough, relationships with employers had been developed. He also stated that recently the Director of North-West Anglia Health Trust had reached out as

there was a significant issue with supply of skills and sought to be involved with the Academy and work with the hospitals in their area.

- Queried whether it was just City College Peterborough involved in the first two years of the Academy or if other colleges were involved and whether any independent providers were used. The Director of Business and Skills explained that it was solely City College Peterborough at the beginning. Officers explained that delivery would be broadened out and the college network would be involved along with independent training providers. City College Peterborough would remain the lead.

In bringing the debate to a close, the Chair welcomed the refresh of the project and highlighted that there was a real need to not waste the extra time given on the project. She requested an update report at the next meeting and asked that Pat Carrington attend to update the Committee and answer any questions. **ACTION**

She also requested an update in the report to next Committee on feedback on why participants were starting the courses and not carrying on to completion as reflected in the table in the report. **ACTION**

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

- a) Approve the new profiled spend in accordance with the approved extension of the innovative employment pilot on recruitment and progression in the Health and Care Sector.
- b) Note the performance of the Health and Care Sector Work Academy to date.

45. Employment and Skills Strategy & Action Plan

The Committee was invited to approve the final version of the Employment and Skills Strategy.

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

In particular, the presenting officers highlighted:

- The actions identified in the strategy itself were being incorporated into a more comprehensive action plan that was currently in development and would be shared and agreed once the strategy was approved at the Combined Authority Board.

Discussing the report Members:

- Acknowledged that the level of knowledge in relation to skills at district level was greater than what had been available a few years ago and that there was now a different and better way of working. There was greater collaboration between Districts and the Combined Authority including regular meetings.
- Questioned what the process was for the action plan and what the timeline would be. Officers explained that an implementation structure would be created to take the action plan forward and the Combined Authority would be seeking representation from all constituent local authorities to set up a working group to take forward the implementation process.
- Highlighted that T levels were mentioned in relation to Peterborough and that the only college that was approved to deliver T Levels at present was City College Peterborough and queried whether other colleges were looking to be approved to deliver T levels in the future. The Director of Business and Skills explained that there were no other colleges approved to deliver T Levels at the moment in Peterborough, as a number of colleges were awaiting OFSTED inspections that had been delayed because of the covid pandemic. He explained that it was hoped that over the next two years more colleges in the Combined Authority area would be rated as 'good' in order that they could then roll-out T Levels.

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

- a) Approve the Employment and Skills Strategy.
- b) To note that the Employment and Skills Strategy will be incorporated in the wider Economic Growth and Skills Strategy; due to be published in March 2022.

46. Growth Works Management Review – January 2022

The Committee considered the Growth Works non-financial performance report.

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

In particular, the presenting officers highlighted:

- The report covered up until 31 October 2021 and officers were currently reviewing year one which was up until 31 December 2021. 17 out of 19 outcomes would be met or exceeded
- Growth Works had produced a Net Promoter Score which was a client survey. The first had been carried out in December and the next would take place at the end of March.
- Business challenges cited by companies were in relation to people and talent

- Inward Investments were performing well and specifically highlighted the success of CMR and their relocation to the CPCA area.
- Skills Service performance covered the highest performing year for the CEC contract and the launch of the Careers Hub in September 2021.
- Capital Grants and Equity: Equity was running slightly behind target but were confident in meeting the target in Quarter 1 of year 2.
- Launching a Performance and Intelligence Portal for Growth Works and were looking for some Members to go on to a user forum to get training on using the portal.

Discussing the report Members:

- Queried whether there would be any geographical data on where the companies were that were engaging with Growth Works. Officers explained that geographical information would be contained in the next report to Committee, and it would be available on the Performance and Intelligence Portal at a glance.
- Questioned when the next report was due at Committee. Officers clarified that they would report to Committee on a quarterly basis.

It was resolved by unanimously to:

Note the Growth Works programme performance up to 31 October 2021.

Part 3 – Programme Delivery

47. Adult Education Budget Annual Return and Evaluation

The Committee received a report detailing the second submission of the Adult Education Budget (AOB) Statutory Annual Return to the Department for Education (DfE) and to note the report's contents.

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

In particular, the presenting officers highlighted:

- there was 9% increase in enrolments overall and a 20% increase in spend.
- Independent evaluation of AEB was undertaken annually by Cambridgeshire Insights and this was included in Appendix B. This included quantitative analysis of provider data and qualitative research through an anonymised survey completed by AEB providers, a learner survey and interviews with

stakeholders. The evaluation reported on the local funding flexibilities that were implemented by the Combined Authority, although it stated that it was too soon to report on the impact. The Provider survey showed that overall they valued the funding flexibilities and the relationship with the Combined Authority. The stakeholder survey showed a greater appetite for collaborative working. Most providers were satisfied with the support they received from the Combined Authority. In the learner survey, 79% of learners stated that they were motivated to take up learning for health reasons and saw improvement in their health as an outcome.

- Appendix C to the AEB report, was requested by Business Board to spotlight the impact of upskilling on employees in the sub region and had been tabled at the Business Board on 9 January 2022. This showed there were insufficient level 3 enrolments, although some progress to increase this has been made in the 2020/21 academic year. Enrolments in some of the Combined Authority's growth and foundational sectors had been low.
- Members had previously requested further analysis of district-level 'cold spots' for adult education. Cambridgeshire Insights had completed the first phase of this analysis using 2019/20 AEB participation data. Following a request at the Combined Authority Board in November 2021, this was being shared earlier, to inform commissioning conversations with providers and to proactively take feedback from members and stakeholders. However, the next phase of 'cold spot' analysis would be updated with 2020/21 AEB participation data and to include other adult funding streams, for consideration at Skills Committee in March 2022.

Discussing the report Members:

- Highlighted that there needed to be more help locally to focus provision and did not have the infrastructure locally, to put bids together and how this could be supported through the Combined Authority. Officers stated that the cold spot analysis was the first part of addressing some of the infrastructure issues in terms of provision. Officers explained that there were some good examples of where the Combined Authority had enabled bids, for example the Levelling Up Fund University Phase three bid and the work on Skill Bootcamps. There was work to build on these successes and provide further support to access funding and bids.

It was resolved unanimously to:

- a) approve the Adult Education Budget (AEB) Statutory Annual Return for submission to the Department for Education (DfE) for the 2020/21 academic year
- b) note the Independent Evaluation of the second year of AEB devolution, note the findings from the AEB Outcomes and Impact report requested by the Business Board

- c) note the early findings from the AEB cold spot analysis.

48. Local Skills Report Refresh

The Committee considered a report that provided information on the refreshed Local Skills Report that would be published by the 28 January 2022.

In particular, the presenting officers highlighted:

- The Employment and Skills Board (Skills Advisory Panel) had approved the report for publication, and it was still awaiting the section on the Adult Education Budget which officers would supply before the publishing deadline.
- Skills advisory panels would probably not be funded going forward due to the roll out of Local Skills Improvement Plans (LSIPs)

It was resolved unanimously to:

- a) Note the paper that provides an update on the Local Skills Report

49. Digital Skills Bootcamps Update

The Committee received a report that provided an update on the delivery of Digital Skills Bootcamps within the East of England area.

In particular, the presenting officers highlighted:

- There was a significant delay in the notification of the award. The original schedule by DfE was for successful bidders to be informed of the outcome in March/April 2021. The contract was awarded in June 2021.
- The first cohort of learners started in September 2021. To date there had been 193 enrolments on 4 programmes.
- Cambridge Regional College (CRC) had requested that their contract for delivery be reduced. Officers were in contract negotiations with the DfE and an Independent Training Provider to see whether 300 learners could be transferred from CRC to a new provider.
- The DfE had agreed to extend the duration for the current contract until end April 2022. Officers had also been asked to submit a proposal to extend the wave two contract for a further twelve months which had been submitted. Officers awaited the outcome in the next couple of weeks. In addition, officers had also been asked to put together a proposal for wave 3 bootcamps and this would be a lot wider than the digital bootcamps and would cover construction, several technical pathways including green. The Combined Authority would move to grant funding for bootcamps for April 2022 - March

2023. Officers were currently working with providers and employers to look at what the need would be in the region.

In discussing the report Members:

- Queried whether the take up had been affected because the colleges were open in the daytime and not the evening and wondered whether other areas were struggling with take up in relation to Skills Bootcamps. Officers stated that the Combined Authority had recently appointed an officer who had worked at establishing Bootcamps in Liverpool. Officers highlighted that the wave two contract was very late in being awarded, and there was no run up time to onboard learners and work with employers. Officers explained that colleges had struggled across the country. Independent Training providers had led on Bootcamps because of their delivery model, they were able to mobilise faster than colleges. Officers stated that there was mixed take up particularly in construction but that they were confident that the Combined Authority would hit 90-100% of its target for the year.
- Queried whether the unemployed were able to attend an adult education course without losing their benefits. Officers to update members following the meeting. **ACTION**

It was resolved unanimously to:

- a) Note the paper providing an update on the contract for Skills Bootcamps, Wave 2.

50. Budget & Performance Report

The Committee received a report detailing the Budget & Performance Report within the Skills Committee remit.

In particular, the presenting officers highlighted:

- Expenditure: AEB devolution £912,000 underspend was highlighted back in September. The Careers and Enterprise Company (CEC) programme started in September and majority of the spend was in relation to staffing. There was a delay in getting the programmes set up.
- Income – all of the income had been received as expected.

In discussing the report:

- The Chair sought clarity on whether officers were confident that the underspend would be addressed over the next few months or would the underspend be sustained going forwards and whether the Committee needed to have discussions to address this.. The Director of Business and Skills stated that there was currently a substantial underspend in AEB and this was noted at the last Committee meeting. He explained that officers were tasked with undertaking a deep dive review with an action plan to address the

underspends and what would be done this and the in next financial year and also what could be transferred across and this would be presented to Committee in March. **ACTION**

It was resolved by unanimously to:

- a) Note the update and financial position relating to the revenue funding lines within the Skills Committee remit.

Part 4 – Date of the next meeting

51. It was resolved to:

Note the date of the next meeting as 16 March 2022.



**CAMBRIDGESHIRE
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Agenda Item: 1.2

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 13 September 2021					
Minute	Report title	Lead officer	Action	Response	Status
19.	Growth Works Management Review – September 2021	Alan Downton	A Member queried which companies had been unsuccessful in relation to Inward Investment Bids so that Members were aware of which companies had already applied. Officers explained that they would provide the Committee with this information.	<p>A short update was sent to Skills Committee Members and Economic Development Officers to update them on the current unsuccessful inward investment opportunities.</p> <p>Going forward members of the Skills Committee and the respective Economic Development Officers will be informed when this materialises</p>	Completed

Minutes of the meeting on 10 November 2021

Minute	Report title	Lead officer	Action	Response	Status
33.	Community Renewal Fund Update	Fliss Miller	Members requested that the information on both projects be circulated quickly to Members. The Director of Business and Skills stated that the briefing would be circulated to the Committee straight after the meeting.	Information on both CRF projects have been distributed.	Completed
33.	Community Renewal Fund Update	Fliss Miller	The Director of Business and Skills stated that the mobilisation plans for both projects would be circulated after the meeting.	Information on both CRF projects have been distributed.	Completed
34.	Employment and Skills Strategy	Parminder Singh Garcha /Fliss Miller	Members discussed the lack of destination data on a residency level and the need for funding to promote collaboration rather than competition. The Chair asked the Director of Business and Skills to review how this could be communicated with government.	<p>Officers have escalated the lack of robust destination data to Department of Education officials and (at the time of writing) are awaiting a response, which will be shared with Members once received.</p> <p>Funding to promote collaboration is being provided by the Combined Authority through the Innovation Fund 2021/22 and the Collaboration Fund, which is providing grants from a £250,000 allocation for collaborative bids.</p>	In progress

Minutes of the meeting on 13 September 2021

Minute	Report title	Lead officer	Action	Response	Status
43.	Peterborough University – Phase Three Business Case	Mahmood Foroughi	Officers explained that they would follow up on the details of the benefits cost ratio and feed back to Members.	<p>The question was about the reason BCR for Phase 1 fell from 10 to 6.7 when combined with Phase 3. The short answer is the 6.7 BCR score is effectively a combined average of Phase 1 stand alone and Phase 3 stand alone ratios.</p> <ol style="list-style-type: none"> 1. The economic appraisal in the Full Business Case (FBC), reviewed three options: <ol style="list-style-type: none"> a) Phase 1 stand alone: The first phase of the project to establish the new University Campus in Peterborough with capacity for 3,010 students by September 2022. b) Phase 3 stand alone: this option considers Phase 3 on its own (i.e. completely separately from costs and student numbers in Phase 1) costing £25m to deliver 2,347 students by September 2030). c) Phase 1 and 3 combined: this option reviews the cost and benefits of Phase 1 and 3 added together - the 'Recommended Option'. 2. The table below is an extract from the FBC containing the key numbers used to produce the Benefit Cost Ratio (BCR) scores on the three options considered 	Completed

43.	Peterborough University – Phase Three Business Case	Mahmood Foroughi	Officers explained that they would follow up on the details of the benefits cost ratio and feed back to Members.	<table><tr><th>Appraisal Outputs</th><th>Phase 1 maximum 3,010 students per annum reached in 2023/24</th><th>Phase 3 – maximum of 2,347 students reached in 2029/30</th><th>Phase 1 + 3 combined</th></tr><tr><td>Total Net Present Benefits (10-year)</td><td>£294,504,261</td><td>£68,919,214</td><td>£363,423,475</td></tr><tr><td>Total Net Present Costs (10-year)</td><td>£29,020,967</td><td>£25,374,505</td><td>£54,395,472</td></tr><tr><td>Benefit Cost Ratio (10-year)</td><td>10.1</td><td>2.7</td><td>6.7</td></tr></table> <p>3. The Benefits as per Treasury Green Book guidance for Major Regeneration projects of this scale, are typically calculated over a 10-year period in this case 2020 to 2030, starting from the point when public monies are invested in the project.</p> <p>4. The economic benefits in this project, stem mainly from an estimate of the teaching jobs and number of graduates created by the project to 2030. The figures used for both projections were provided by ARU on the 6th December 2021. We then calculated the net present worth of the GVA impact of ARU's numbers to produce the BCR calculation.</p> <p>5. Jobs and graduates are assumed to deliver GVA benefits annually. So clearly those delivered earliest (say 2020 to 2023), will have more of an impact than those delivered towards the end of the evaluation period when assessed to 2030. The timing of when impacts occur accounts for the main difference between the Benefits tally of Phase 1 stand alone and Phase 3 stand alone.</p> <p>6. According to ARUs student numbers, Phase 1 delivers a large and relatively quick impact reaching a capacity of 3,010 by 2023/24. Phase 3 by comparison delivers an initial burst of just</p>	Appraisal Outputs	Phase 1 maximum 3,010 students per annum reached in 2023/24	Phase 3 – maximum of 2,347 students reached in 2029/30	Phase 1 + 3 combined	Total Net Present Benefits (10-year)	£294,504,261	£68,919,214	£363,423,475	Total Net Present Costs (10-year)	£29,020,967	£25,374,505	£54,395,472	Benefit Cost Ratio (10-year)	10.1	2.7	6.7
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Benefit Cost Ratio (10-year)	10.1	2.7	6.7																	

				<p>over 1,000 students in 2024/25 but then grows incrementally to reach a figure of 2,347 students by 2029/30.</p> <p>7. Nonetheless with a BCR score of 2.7, Phase 3 stand alone does demonstrate High Value for Money according to government guidance. The benchmarks use to assess VfM categories are as follows:</p> <ul style="list-style-type: none"> • Poor VfM if the BCR is less than 1.0; • Low VfM if the BCR is between 1.0 and 1.5; • Medium VfM if the BCR is between 1.5 and 2.0; • High VfM if the BCR is between 2.0 and 4.0; or • Very high VfM if the BCR is greater than 4.0 <p>8. When combined together, the Phase 3 stand alone BCR score of 2.7 and Phase 1 stand alone BCR score of 10.1 effectively results in a combined average of 6.7.</p> <p>9. As shown above a BCR score of 6.7 for represents an exceptional return and well above the normal threshold required for public investment.</p>	
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43.	Peterborough University – Phase Three Business Case	Mahmood Foroughi	The Chair brought the debate to a close by highlighting the rapid progress that was being made on the University and requested that the Committee visit the University in the Autumn. She requested that the Committee be kept up to date with progress on applications and on broader discussions in relation to transport links.	<ol style="list-style-type: none"> 1. A visit to the university will be planned in the Autumn as requested but I would also like to offer the committee a guided site visit in May 2022, if acceptable. 2. Please see the briefing paper which provides an update on the ARU Peterborough outreach activities and engagements towards students' enrolments as well as the initiatives on transport options. 	Completed
44.	Health and Care Sector Work Academy	Fliss Miller	The Chair requested an update report at the next meeting and asked that Pat Carrington attend to update the Committee and answer any questions.	This is on the agenda for the Skills Committee in March	Completed

44.	Health and Care Sector Work Academy	Fliss Miller	She also requested an update in the report to next Committee on feedback on why participants were starting the courses and not carrying on to completion as reflected in the table in the report.	This is on the agenda for the Skills Committee in March	Completed
49.	Digital Skills Bootcamps Update	Fliss Miller	Queried whether the unemployed were able to attend an adult education course without losing their benefits. Officers to update members following the meeting.	The rules have been changed for Bootcamps, allowing learners to study for 16 weeks without losing their benefits.	Completed

50.	Budget & Performance Report	Parminder Singh Garcha	The Director of Business and Skills explained that officers were tasked with undertaking a deep dive review with an action plan to address the underspends and what would be done this and the in next financial year and also what could be transferred across and this would be presented to Committee in March	A 'Deep Dive' has been convened to explore the issue of underspend in the AEB programme. At the time of writing, the findings from the Deep Dive and recommendations to mitigate under-spend have not concluded. An Action Plan is under development.	In progress
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Adult Education Budget – Funding Allocations and proposed policy changes for 2022/23

To:	Skills Committee
Meeting Date:	16 March 2022
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:	2021/081
Recommendations:	<p>The Skills Committee is recommended to:</p> <ul style="list-style-type: none">a) Recommend the Combined Authority Board approve the funding allocations for the 2022/23 academic year, from the devolved Adult Education Budget (AEB) to the grant-holders, set out in Table A to the report.b) Recommend the Combined Authority Board approve the funding allocations for the 2022/23 academic year, from the delegated National Skills Fund, for level 3 courses, to the grant-holders, set out in Table A to the report.c) Delegate authority to the Interim Associate Director of Skills in consultation with Chief Finance Officer and Monitoring Officer, to enter into multi-year grant funding agreements, with the grant holders set out in Table A to the report, for a three-year period.d) Recommend the Combined Authority Board approve the funding policy changes and flexibilities for the 2022/23 academic year.
Voting arrangements:	A simple majority of all Members present and voting

1. Purpose

1.1 The purpose of this report is to seek authority to:

- Make the funding allocations to grant-holders, from the devolved Adult Education Budget of £11.9m for the academic year 2022/23, as set out in Table A below. Funding allocations total **£10,080,000**.
- Allocate a further **£745,000** to grant-holders, from the delegated National Skills Fund (NSF) of £0.9m for the academic year 2022/23, ring-fenced for the delivery of level 3 courses, as included in Table A below.
- Enter into grant funding agreements for a multi-year period for three academic years period: 2022/23, 2023/24 and 2024/25 as approved by the Combined Authority Board (November 2021). A further paper setting out the final allocations for the three-year period will be considered at the June Skills Committee.
- Implement further funding policy changes to increase participation in skills training among citizens, improving productivity, in-work progression and supporting the 'levelling up' of skills across the sub-region.

2. Background

- 2.1 The Combined Authority has received its annual Section 31 Funding Letter from the Department for Education (DfE) on 4 February 2022, for both AEB and the National Skills Fund – level 3 adult offer (NSF). Funding of **£11,977,722** is confirmed for the 2022/23 academic year for AEB and **£994,964** for level 3 courses. This equates to an adult education and skills settlement of **£12,972,691** for the academic year 2022/23, plus a forecast of circa **£2m of underspend** carried forward from previous years: **a budget of £15m**.
- 2.2 At the Skills Committee of 10 November 2021 and the Combined Authority Board of 24 November 2021, approval was given to enter into multi-year funding agreements with grant-holders. The process for determining the allocations for the 2023/24 and 2024/25 academic years is being co-designed with colleges and adult learning institutes.
- 2.3 The Combined Authority commissioned seven colleges and two local authority adult learning institutes in 2021/22 for £9.5m of AEB and NSF. A further eight Independent Training Providers (ITPs) are contracted to deliver £2.5m of AEB and NSF. Details of funding allocations to providers are published on the Combined Authority's website and were tabled at the November committee meetings. This report focuses on the **negotiated** funding allocations process for grant funded providers, which equates to 80 per cent of the Combined Authority's AEB funding.
- 2.4 The Combined Authority Board approved an open and competitive tendering process for ITPs at its November 2021 meeting. The Commissioning Cycle is underway, with £3.5m of AEB and £0.5m of NSF allocated. Once the commissioning process for ITPs has concluded, a further report will be tabled outlining the contract awards from this process.
- 2.5 There are two significant changes to our grant funded providers that the Committee should

note:

- For the current academic year and near future, Hills Road Sixth-Form College are withdrawing from AEB delivery. They have a small grant of £20,000 and have struggled to deliver during the pandemic. With the demographic growth in the 16-18 cohort, the college has taken the decision to focus on young people rather than adult education. We expect that unspent AEB funding of c£12,000 will be returned to the Combined Authority for recycling to other providers. To note that Hills Road is the only provider delivering AEB funded courses judged by Ofsted as 'outstanding.' The courses that they deliver are also offered by Cambridge Regional College.
- The Combined Authority is looking to provide a direct grant to the Workers Education Association (WEA), through the 'light-touch' procurement route for grants and contracts, for up to £633,540 (incl. VAT). The WEA are a national adult learning institute, with an existing delivery footprint in the sub-region through a sub-contract with Cambridgeshire Skills. This will help increase delivery capacity and engage with low-skilled citizens. It is expected that WEA will help to address AEB 'cold-spots' across the sub-region, continuing to plan jointly with Cambridgeshire Skills and City College Peterborough, to ensure duplication is avoided and build-up capacity for delivery of further devolved funds.

2.6 All grant funded colleges and adult education institutes received their baseline funding allocation for the 2022/23 academic year by the end of December 2021, in line with our published Business Cycle. During February, meetings with colleges and adult learning institutes have been held to discuss their plans for 2022/23 – 2024/25 and negotiating the funding allocations for 2022/23.

2.7 The process has resulted in the below funding allocations as set-out in **TABLE A** below:

Provider	Proposed AEB allocations for 2022/23	Proposed NSF allocations for 2022/23	TOTAL
Cambridge Regional College	£2,600,000.00	£105,000.00	£2,705,000.00
Cambridgeshire County Council	£2,000,000.00	£50,000.00	£2,050,000.00
Inspire Education Group	£2,300,000.00	£250,000.00	£2,452,000.00
City College Peterborough	£1,500,000.00	£105,000.00	£1,605,000.00
The College of West Anglia	£500,000.00	£50,000.00	£550,000.00
Bedford College	£200,000.00	£35,000.00	£235,000.00
West Suffolk College	£500,000.00	£150,000.00	£370,000.00
North Hertfordshire College	£100,000.00	£-	£100,000.00
Workers Education Association	£380,000.00	£-	£380,000.00
TOTAL	£10,080,000.00	£745,000.00	£10,825,000.00

2.8 Further discussions about years two and three are underway, with colleges and adult learning institutes, who are developing their plans. A further report is scheduled for the June

Skills Committee with approval for the final allocations for the multi-year period. In addition, the Skills Committee at its meeting on 10 November 2021 and the Combined Authority Board at its meeting on 24 November 2021 have approved £3.5m to be tendered through the next commissioning round with Independent Training Providers (ITPs). Assuming £3.5m is awarded to ITPs for the 2022/23 academic year, this takes **potential** grant allocations and contract awards to **£14,325,000** from a projected £15m budget (as in 2.1 above).

3. Funding Policy Changes

3.1 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 the Employment and Skills Strategy, which was approved by the Skills Committee and Combined Authority Board in January 2022. During the first three 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, including:

- Fully funding all first full level 2 qualifications regardless of age
- Fully funding all 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 sector
- Fully funding English for Speakers of Other Languages (ESOL) qualifications
- Funding a premium 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 £20K before fees become payable for adult learning courses
- Youth Offer – providing a premium (10 per cent funding rate uplift) for 19–24-year-olds who have not achieved level 3 to enhance the programme of study and support provided to 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.

3.2 For 2022/23, it is proposed to continue with the above funding flexibilities and implement the following enhancements:

- Implement further second level 3 flexibilities that respond to employer need and/or enable in-work progression or access to higher education
- Improve the ESOL offer, by allowing providers to deliver in the workplace
- Better define Community Learning to improve targeting and to enrich the offer with regards to wider outcomes of learning, such as health and wellbeing
- Increase the Low Wage Scheme – citizens can earn up to £21,000 before fees become payable (unless eligible for fee-remission from other flexibilities)
- Fund FE teacher training courses to build capacity (at level 5)
- Fund Carbon Literacy courses to improve public awareness of environmental sustainability issues
- Fund Bespoke Employer Programmes that provide greater flexibility (that could include modules rather than full qualifications and licences to practice)
- Expand support packages for Care Leavers aged 19-22

- Fully fund a training and support offer under the Armed Forces Covenant.

- 3.3 An open consultation seeking the views of stakeholders and the public on proposed funding flexibilities was launched on 16 February and runs until 15 March 2022. There are no additional financial liabilities to the Combined Authority for implementing these funding policy changes, as providers will manage their funding for implementing these flexibilities through their existing contract value.
- 3.4 The policy intention is to enable providers to target training courses to low-skilled, low-waged, and unemployed residents to increase their participation in the labour-market. This is in alignment with our Employment and Skills Strategy to reduce inequalities in the labour market and reduce skills deficits. We will review our funding policies as part of the planned AEB Annual Evaluation for the third year of devolution.

Significant Implications

4. Financial Implications

- 4.1 The DfE have confirmed the devolved Adult Education Budget funding for the academic year 2022/23 as set out in paragraph 2.1 above.
- 4.2 The MTFP (Medium Term Financial Plan) for 2022/23 financial year has been amended to reflect the funding confirmed by the DfE.
- 4.4 The DfE are consulting with Combined Authorities on the future funding formula for devolved AEB, NSF and Bootcamps (which will merge into a single 'Skills Fund'). The Combined Authority receives 0.9% of the national budget of c£133.6m. It is expected that the new formula will take deprivation and rurality into account and therefore result in a higher settlement in future years.

5. Legal Implications

- 5.1 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.
- 5.2 The Combined Authority discharges its devolved adult education functions in line with the DfE Statutory Guidance for Combined Authorities (July 2018).

6. Public Health implications

- 6.1 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.

7. Environmental and Climate Change Implications

- 7.1 The report recommendations have positive implications for the environment. Environmental Conservation courses and Carbon literacy is one of the new courses that will be funded by AEB. In addition, training for retrofit occupations (in construction trades) and electric vehicle maintenance and charging are also funded by AEB.

8. Other Significant Implications

- 8.1 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.
- 8.2 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.

9. Background Papers

- 9.1 None.

Skills and Labour Market Insights Report

To:	Skills Committee
Meeting Date:	16 March 2022
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Lead Member for Skills
From:	Parminder Singh Garcha, Senior Responsible Officer – Adult Education
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	<p>The Skills Committee is recommended to:</p> <ul style="list-style-type: none">a) note the skills and labour market headline reportb) provide feedback on which headline data and insights would be helpful to inform members, with a strategic over-view of skills and the economy.

1. Purpose

- 1.1 To support members of the Skills Committee to make informed judgements and decisions, it was proposed to share labour market intelligence and skills data with the committee on a regular basis.
- 1.2 A summary infographic report (Appendix 1) has been produced for the committee by Cambridgeshire Insights and members are requested to note the data and headline analysis provided. It is proposed to publish the Skills and Labour Market headline report bi-annually, at the March and November committee meetings.
- 1.3 Members are requested to provide their feedback on the report and whether other information and data would help inform decision-making.

2. Background

- 2.1 Since its creation, the Combined Authority has developed its sub-regional observatory function over skills, labour market and economic data through the Skills Advisory Panel (SAP). This enables the Combined Authority to ensure its decision making, investments and commissioning is evidence-based. The SAP brings together employers, skills providers, and key local stakeholders to better understand and resolve skills mismatches at a local level. The Employment and Skills Board (ESB) is the SAP for the sub-region.
- 2.2 Members have commented at previous meetings that the depth and richness of the data and analysis that has been included in committee reports has significantly improved and helped to shape informed decision making and understanding at sub-regional and district level.
- 2.3 Members have also commented that at some meetings, the volume and plethora of data and analysis within reports and appendices can be excessive.
- 2.4 In order to support members, Appendix 1 to this report, has been developed. It is intended to provide high-level data in an infographic, that summarises the key headlines for members.
- 2.5 The Combined Authority has in place a Service Level Agreement (SLA) with Cambridgeshire Insights, who will produce the bi-annual reports. Cambridgeshire Insights provide a data management and analysis function for the Combined Authority. This ensures that the key data, analysis, and insight products for the sub-region are consistent.

Significant Implications

3. Financial Implications

- 3.1 There are no financial implications contained within this paper. The costs for producing the bi-annual reports are included within the SLA with Cambridgeshire Insights.

4. Legal Implications

- 4.1 There are no legal implications in this report.

5. Public Health implications

- 5.1 The recommendation of this report is for members to note; therefore, the recommendation is neutral for public health implications.

6. Environmental and Climate Change Implications

- 6.1 The report recommendation has a neutral implication for the environment and climate change as it is for members to note.

7. Other Significant Implications

- 7.1 There are no significant implications as the recommendation is for members to note.

8. Appendices

- 8.1 Appendix 1 – Skills and Labour Market Headlines

9. Background Papers

- 9.1 None

Skills and Labour Market Report – March 2022

Cambridgeshire and Peterborough Overview

Government Support Scheme Data

Source: ONS (2020-2021)

The Self-Employment Income Support Scheme

118,200 claims made between May 2020-September 2021 totalling **£334.9 million**

	Number of claims	Value of claims
Peterborough	29,600	£73.8 million
Cambridge City	14,000	£39.3 million
Huntingdonshire	23,200	£68.5 million
East Cambridgeshire	13,500	£41.7 million
South Cambridgeshire	22,100	£67.2 million
Fenland	15,700	£44.4 million

- Peterborough had the highest number and value of claims to the scheme at 29,600, worth £73.8 million. However, it had the lowest average value per claim (£2,500 per claim).
- East Cambridgeshire had the lowest value (£41.7 million) of claims, with an average claim value of £3,100, the highest across the region. East Cambridgeshire also had the lowest number of claims (13,500).

The Coronavirus Job Retention Scheme

The following information outlines employments furloughed across Cambridgeshire and Peterborough with percentages representing employees aged 16-64.

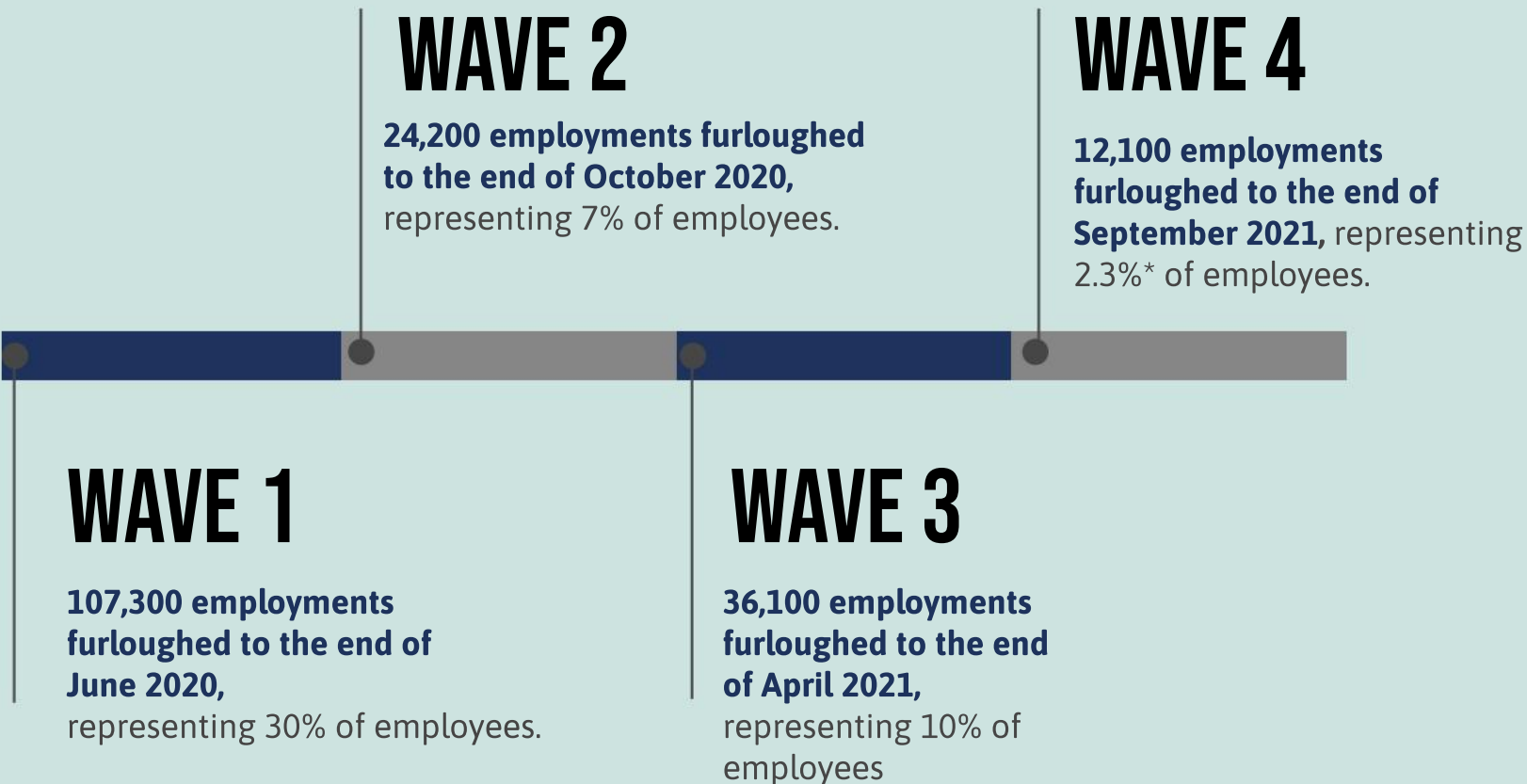
139,500 employments furloughed between June 2020-September 2021, representing **26%** of employees.

	Total employments on furlough at 30th September 2021
Peterborough	3,500
Cambridge City	1,800
Huntingdonshire	2,400
East Cambridgeshire	1,100
South Cambridgeshire	2,200
Fenland	1,100

Locally, take up rates (based on eligible employments) have remained low. For the first few waves, these were below the regional and national levels, in the latter waves take up remained in line with regional and national rates.

compared to 27% across England as a whole

- At the end of the scheme, Fenland and East Cambridgeshire had the lowest number of employments on furlough (both 1,100) representing 1.8% and 2.0% of employees aged 16-64 respectively.
- Peterborough saw the highest number of employments furloughed (3,500) representing 2.8% of employees aged 16-64.



Employments furloughed by sector

In the last month of furlough, decreases were seen across all sectors, most notably in the Other, Arts, entertainment and recreation and Health and social work sectors.

Health and social work 3% (-1% lower than nationally)	Professional, scientific and technical 10% (same as nationally)	Accommodation and food services 13% (same as nationally)	Transportation and storage 10% (+2% higher than nationally)	Manufacturing 8% (-3% lower than nationally)	Other 8% (+4% higher than nationally)
ICT, financial services, insurance and real estate 8% (-1 lower than nationally)	Administrative and support services 11% (same as nationally)	Other service activities 4% (-1% lower than nationally)	Wholesale and retail 15% (same as nationally)	Construction 7% (-1% lower than nationally)	Arts, entertainment and recreation 2% (-2% lower than nationally)

(Note: This difference is because the 'Other' sector includes the Education sector, which saw high proportions of employments furloughed in Cambridge and South Cambridgeshire.)

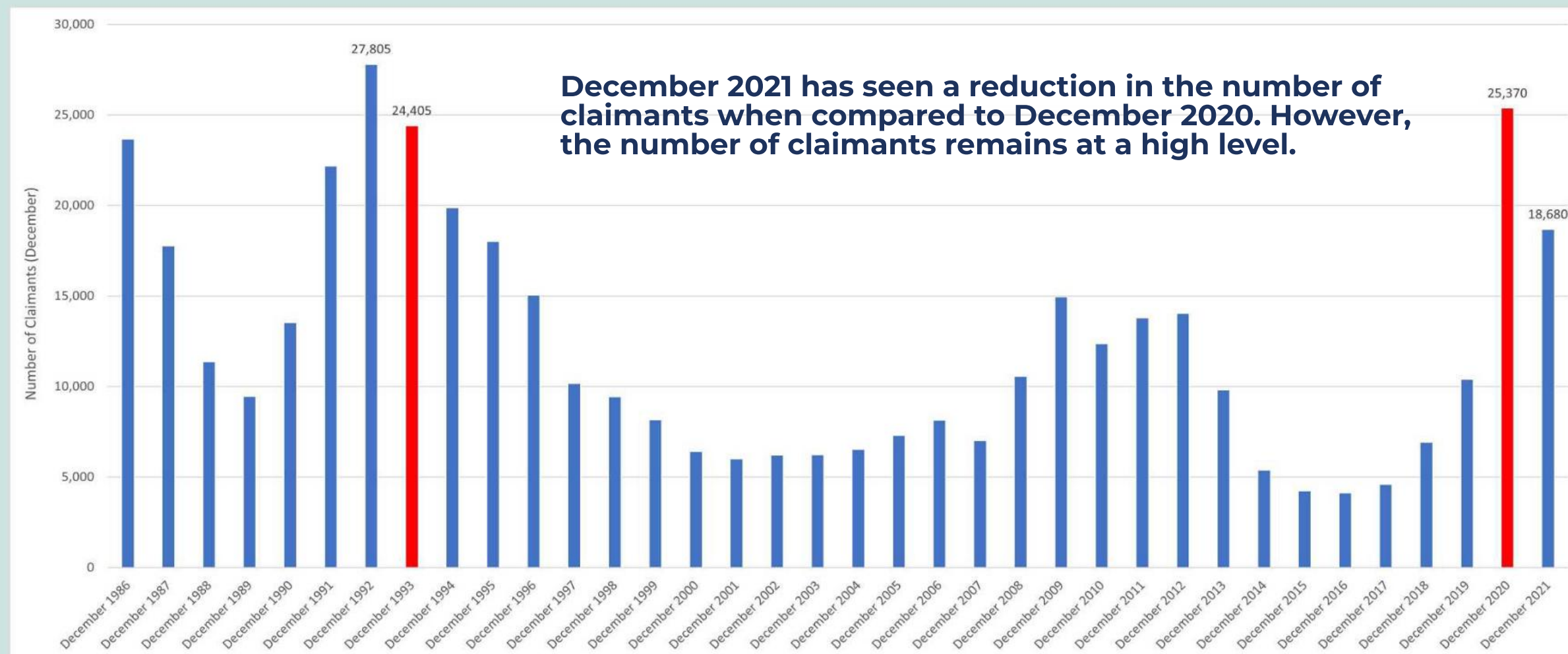
18,680 claimants across the area in December 2021, representing **3.5%** of residents 16-64.

The claimant count is **+66%** higher compared to March 2020.

compared to +49% across England as a whole

compared to 4.5% across England as a whole

Following the peak in August 2020, since April 2021 the number of claimants across Cambridgeshire and Peterborough have been decreasing. This is likely to be influenced by the governments easing of lockdown measures, allowing businesses to reopen, alongside the increased numbers of vacancies available.



	Claimant Count December 2021	Compared to March 2020 (number/%)	Proportion of residents 16-64 claiming (December 2021)
Cambridge City	2,335	+910 (+64%)	2.7%
Peterborough	7,625	+2,860 (+60%)	6.1%
Huntingdonshire	2,765	+1,125 (+69%)	2.5%
East Cambridgeshire	1,295	+585 (+82%)	2.4%
South Cambridgeshire	1,995	+960 (+93%)	2.1%
Fenland	2,665	+975(+58%)	4.4%

- Peterborough has the highest actual number of claimants and the highest proportion of residents aged 16-64 claiming (6.1%) in December 2021.
- East Cambridgeshire has the lowest actual number of claimants (1,295) in the same period and also has the second lowest proportion of residents aged 16-64 claiming (2.4%).
- South Cambridgeshire has seen the largest percentage increase (+93%) of claimants between March 2020 and December 2021. Despite this, it has the lowest proportion of residents aged 16-64 claiming (2.1%).

Vacancies Data

Source: EMSI (2019-2021)

76,901

+6%

compared to +1% UK wide

+58%

compared to +63% UK wide

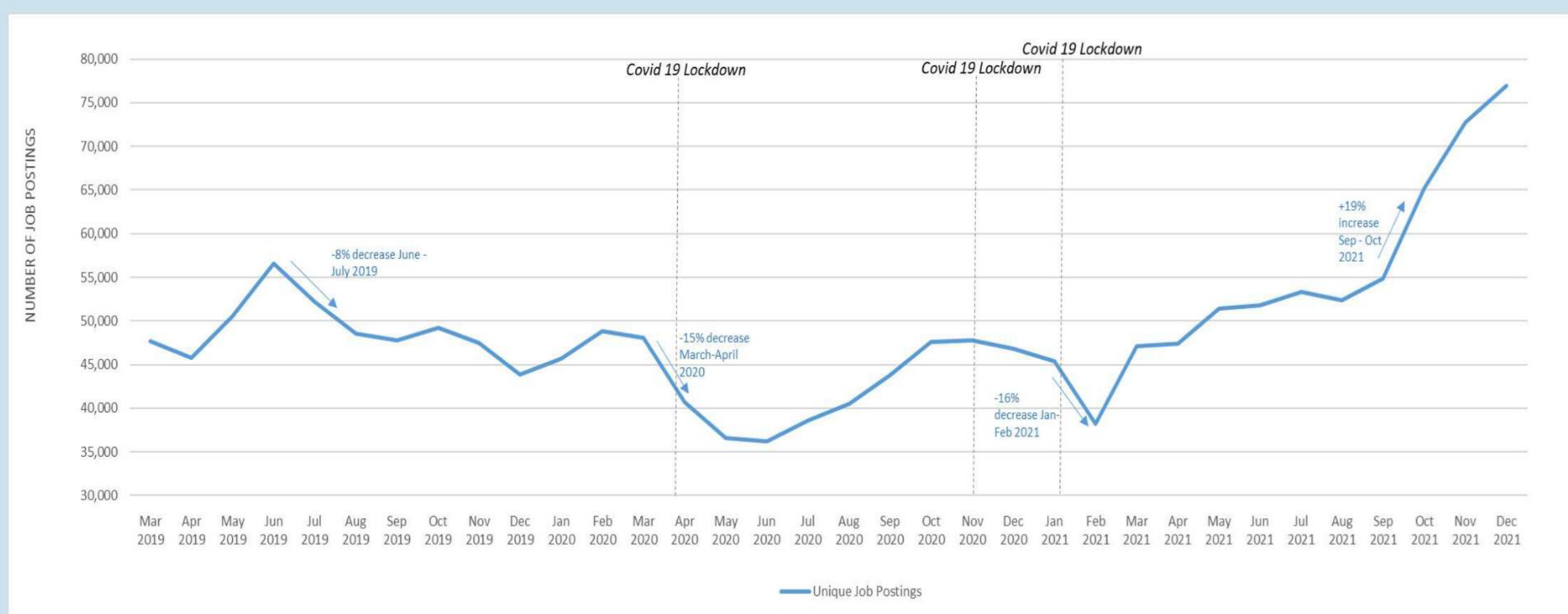
unique job postings across Cambridgeshire and Peterborough in December 2021

increase in unique job postings compared to November 2021

increase in unique job postings compared to pre-Covid

Monthly Job Postings

- December 2021 saw the highest number of unique job postings across Cambridgeshire and Peterborough for the past five years.
- Unique job postings in December 2021 were 58% higher than the pre-Covid average. UK wide they were 63% higher.



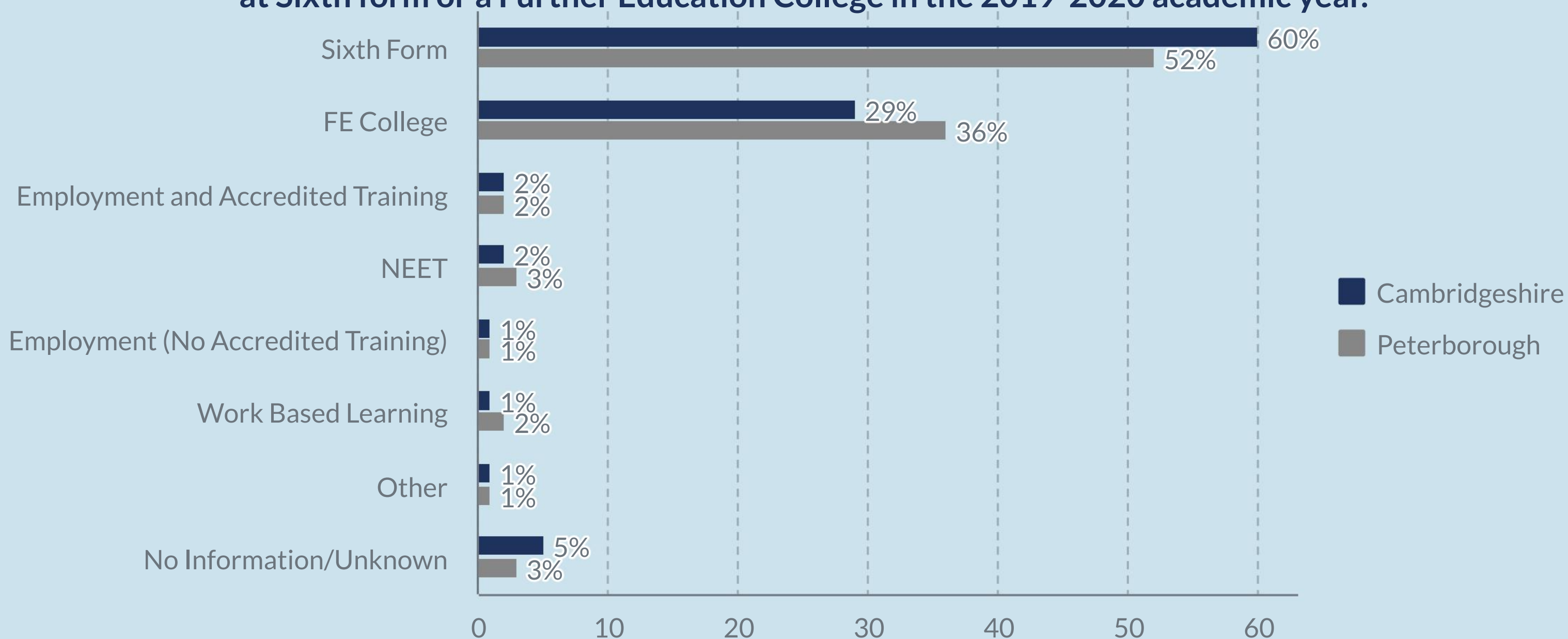
20% of 16-64 years olds across Cambridgeshire and Peterborough are economically inactive.



School Leavers Data

Source: Local Authority Survey (2019-2020)

In both Cambridgeshire and Peterborough at least **88%** of Year 11 School leavers went on to study at Sixth form or a Further Education College in the 2019-2020 academic year.



Youth Unemployment

Source: Annual Population Survey (2019-2021)

Nationally, evidence has shown that the pandemic had a greater effect on younger people and saw unemployment levels for 16-24 year olds increase at a faster rate.

+11%

higher unemployment rate among young people compared to other age groups in 2020.

-34%

decrease in hours worked by young people with no qualifications in 2020.

25%

of young people on furlough across the United Kingdom in July 2020.

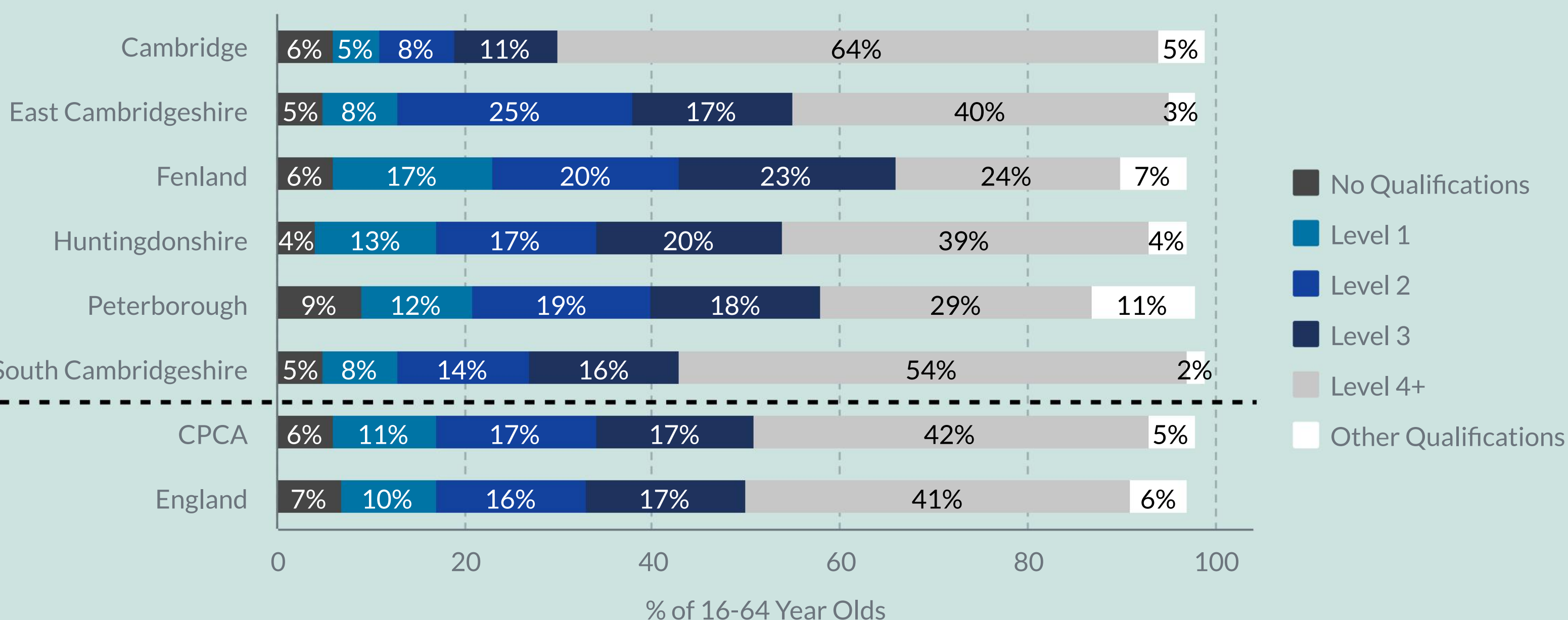
Locally, between March and June 2020 the number of people aged 16+ claiming unemployment related benefit increased by **+129%**. Claimants aged 16-24 rose at a faster rate of **+134%**, this divide was more prevalent in Peterborough.

Economic inactivity rates for those aged 16-24: Cambridgeshire **+12%** Peterborough **+3%**

Skills Levels Data

Source: ONS (Average across 2018-2020)

Cambridgeshire and Peterborough have a highly skilled workforce where **59%** of the working age population (16-64) have a qualification level of NVQ 3 or above, slightly higher than the national average.



Devolved Adult Education Budget

Source: Individualised Learner Record (2019/20-2020/21)

14,872 enrolments funded by the devolved adult education budget started in the 2020/21 academic year.

This was **+6%** higher than 2019-2020 and was driven by an increase in Community Learning Starts.



79% of all the enrolments in 2020/21, including those carrying over from 2019/20, ended in achievement.

Apprenticeship Data

Source: ESFA (2020-21)

4,429 apprenticeship started across Cambridgeshire and Peterborough in the 2020-2021 academic year.

This was **-4%** lower than 2019-2020 and **-25%** lower than 2018-2019.

-28%

less young people starting apprenticeships in 2020/21 compared to 2019/20

-31%

less level 2 or level 3 apprenticeships starts in 2020/21 compared to 2019/20

+33%

more apprenticeships starts in Health, Public Services and Care apprenticeships 2020/21 compared to 2019/20

Quarter 1 2021/22 data indicates recovery in apprenticeship numbers with starts across Cambridgeshire and

Peterborough **+66%** up compared to Q1 of 2020/21.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item No: 3.2

Digital Skills Bootcamps

To:	Skills Committee
Meeting Date:	16 March 2022
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Chair of the Skills Committee
From:	Fliss Miller, Interim Associate Skills Director
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	<p>The Skills Committee is recommended to:</p> <p>a) Note the paper that provides an update on the contract for Skills Bootcamps, Wave 2 and future intent of Wave 3.</p>
Voting arrangements:	No vote required.

1. Purpose

- 1.1 The purpose of this paper is to provide the Skills Committee with an update on the delivery of Skills Bootcamps - Digital in the East of England and the future intent of Skills Bootcamps for Wave 3.

2. Background

- 2.1 The Combined Authority submitted a competitive consortium bid to the DfE on the 12th February 2021 for the delivery of Skills Bootcamps – Digital in the East of England.
- 2.2 The Combined Authority received notification that it has been awarded £1,826,250 for the delivery of Bootcamps in the East of England. Of the nine consortium delivery partners, the DfE only approved two providers to deliver the Bootcamps in the Consortia; Cambridge Regional College (CRC) and Purple Beard, an Independent Training Provider.
- 2.3 The funding is to support 805 learners within the East of England. The Bootcamps are Level 3 or above and must address the needs of employers and the wider economy.
- 2.4 The CPCA was the only successful bidder in the East of England for the delivery of Digital Bootcamps.
- 2.5 The contract was awarded in June 2021 and delivery commenced in September 2021.

3. Delivery and Performance

- 3.1 The first cohort of learners started in September. To date there have been 531 enrolments.
- 3.2 A Change Control Notice (CCN) was submitted to DfE in December 2021 and was subsequently agreed. The CCN was at the request of CRC and Purple Beard.
- 3.3 Purple Beard's funding allocation remained the same – their change request was to reduce their offer from four to two courses. This request was informed by employer demand. The reallocation allowed Purple Beard to continue to offer their two more popular courses to employers and learners.
- 3.4 CRC reduced their allocation of 400 learners to 100. An independent training provider, The Skills Network (TSN) were contracted to deliver the reallocated 300 learners.
- 3.5 Wave 2 Flexibilities were announced in January 2022. The flexibilities allow new learner starts in this financial year (21/22) and by meeting 20% of delivery by 20th March 2022, learners can complete the Bootcamp in the next financial year with funding carried forward. Prior to this, learners were required to complete a Bootcamp by the 31st March 2022,

therefore the flexibility provides greater opportunities for Training Providers to increase their learner recruitment with more people gaining digital skills and filling employer vacancies.

3.6 The table below shows the performance to 31 January for the Wave 2 contract.

Provider	Course	Learner Starts	Learner Completions	Funding per Learner
Cambridge Regional College	Digital Marketing	20	0	2523.75
	Website Production	15	0	2523.75
	Advance Database Design	7	0	2523.75
Purple Beard	DevOps	127	55	2110.53
	Cloud Engineering	176	92	2110.53
The Skills Network	Data Analysis	50	0	2523.75
	Digital Marketing	133	0	2523.75
	Tech Sales	3	0	2523.75

3.6 A bid was submitted in January 2022 for Wave 3 of Skills Bootcamps. The bid is for grant funding to deliver Skills Bootcamps in the Cambridgeshire & Peterborough Combined Authority Area and diversifies from digital delivery. Notification of the outcome of this bid is expected in March 2022.

3.7 The contracting period for Wave 3 is from April 2022 - April 2023. The total bid value is £4,890,435 which includes profiled funding carried forward from the Wave 2 flexibilities. This will allow the Combined Authority to offer the following Skills Bootcamps in the region: Digital, Engineering, Construction, Green, Welding and Green Transport which will support 1780 learners.

3.8 Wave 3 funding will be paid via grant allocation, and we will procure for delivery partners in line with our AEB commissioning statement.

3.9 The Combined Authority participated in Ofsted's Thematic Study of Skill Bootcamp delivery in early February. Ofsted allocated three inspectors over a four day period which followed the Education Inspection Framework with all providers hosting an inspector to observe their provision, leadership and quality processes. The study is expected to be published in September 2022. No judgement words, grades or identification of providers will take place.

Significant Implications

4. Financial Implications

- 4.1 The Combined Authority have committed £1,088,273 based on enrolments until 31 Jan 2022 from a total allocation of £1,764,157. for Wave 2 delivery.

5. Legal Implications

- 5.1 There are no legal implications at this stage.

6. Public Health implications

- 6.1 The recommendation of this report is for members to note; therefore, the recommendation is neutral for public health implications.

7. Environmental and Climate Change Implications

- 7.1 The report recommendation has a neutral implication for the environment and climate change as it is for members to note.

8. Other Significant Implications

- 8.1 There are no significant implications as the recommendation is for members to note.

9. Appendices

- 9.1 None

10. Background Papers

- 10.1 None



**CAMBRIDGESHIRE
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Agenda Item No: 3.3

Health and Care Sector Work Academy

To:	Skills Committee
Meeting Date:	16 March 2022
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Chair of the Skills Committee
From:	Fliss Miller, Interim Associate Director of Skills
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	<p>The Skills Committee is recommended to:</p> <p>a) Note the performance of the Health and Care Sector Work Academy to date.</p>
Voting arrangements:	No vote required.

1. Purpose

- 1.1 The purpose of this paper is to inform the Skills Committee on the performance of the Health and Care Sector Work Academy (HCSWA).

2. Background

- 2.1 In February 2018 the Department for Work and Pensions (DWP) (Strategy and Governance Directorate, previously the Labour Market Strategy and International Affairs Directorate), Peterborough City Council and the Cambridgeshire and Peterborough Combined Authority entered into a Memorandum of Understanding (MoU) for the purpose of setting out how DWP and the lead authority would work together to design and deliver an innovative employment pilot, focused on recruitment and progression in the Health & Care Sector.
- 2.2 The HCSWA, launched in March 2018 however in March 2021 an underspend of £3m was forecast. The Combined Authority subsequently requested an extension of the pilot to March 2023. This extension has been agreed and an addendum to the original MoU has been issued.
- 2.3 At the last Skills Committee in January 2022, Members requested an update on performance of the HCSWA at the March Committee. This paper provides information on the operating plan until the end of the extension.

3. Performance

- 3.1 Overall performance of the HCSWA is behind profile. This is due to impact of the Pandemic on the health and social care sector. Performance until the end of January is provided in the table below:

	Agreed Targets	Total achieved to date against target
Number of participants enrolled and starting activity	2100	943
Out of sector	1200	805
In Sector	300	35
Further training (level 2)	600	103
Number of participants completing activity (pre- level 2, level 2 and/ or apprenticeship).	1680	589

Number of participants securing employment (after completing pre-level 2, level 2 and /or apprenticeship).	500	216
Number of participants securing promotion (after completing pre-level 2, level 2 and /or apprenticeship).	251	6

- 3.2 The project is governed by a steering group, chaired by Pat Carrington, Executive Principal at City College Peterborough. The Steering Group, with refreshed membership met for the first time on 9th February. The Interim Associate Director for Skills at the Combined Authority is a member of the Steering Group.
- 3.3 The College appointed a part-time interim manager for the Academy in late November to review and advise on the Academy's delivery and, in particular, the strategy for engaging employers in the care sector with regard to in-house courses.
- 3.4 The Academy has also recruited a Marketing Associate who will provide specialist support to raise the profile of the Academy through an integrated marketing campaign.
- 3.5 A work plan, which details the proposed actions for the next 12 months, including an extensive marketing and engagement plan has been produced. This will be reviewed on a monthly basis by the Steering Group.
- 3.6 The Academy has recently established a collaborative partnership with the commissioning authority for care services in Peterborough and Cambridgeshire, through the Commissioning Manager of Adult Care Services.
- 3.7 The Academy continues to develop and adapt its programmes to meet learner needs and the challenges presented by the Covid-19 pandemic. Examples of these are:
- a rapid Level 1 course delivered in eleven sessions for individuals keen to start employment
 - the provision of the Preparing to Work in Adult Social Care level 2 course, available both as a short intense programme or over a longer period of time
 - the option of on-line courses to support the hardest to reach areas and for those learners who are still experiencing anxiety about socialising with others due to either Covid-19 or mental health issues
 - access to learner-led additional support where needed such as face to face one to one meetings, via teams or by means of online learning.

4. Recovery

- 4.1 The work plan has four key strands. All promotional activity will take place through an integrated marketing campaign across all four strands.

4.2 Recruitment to Pre-Employment Programmes

Re-engage with all community centres, libraries, mother and toddler groups, job clubs etc. Continue meetings with claimants from the Jobcentre every Friday. Weekly attendance in Jobcentres, teams talk to Job Coaches. Identify and attend events and locations with promotional stands. Use of all social media platforms will continue to engage with learners and employers.

4.3 Subcontracting Provision to Independent Training Providers (ITPs) and Partner Colleges

In order to ensure quality delivery across the county in the subcontracting of the academy work, City College have identified 32 potential providers. These have now been shortlisted based on: a) Operating in the care homes sector in Cambridgeshire and Peterborough. B) Hold an AEB core contract and / or devolved CPCA contract. C) Have not been subject to a full Ofsted inspection (new specialist provider) or have been graded Good or Outstanding. This resulted in a shortlist of 14 providers who were cold called between the 8 and 15 February. From this list, 12 have requested further information, eight of whom appear to be realistic prospects and of the eight, four are very strong prospects. One provider has suggested a provisional meeting week ending 25/02/2022.

4.4 Targeting of Registered Care Services in Peterborough and Cambridgeshire

This strand is in collaboration with the commissioning authority for care services in Peterborough and Cambridgeshire and directed at the promotion and delivery of in-house Academy courses.

4.5 Targeting of Non-Registered Care Services in Peterborough and Cambridgeshire

This strand is in collaboration with the commissioning authority for care services in Peterborough and Cambridgeshire and directed at the promotion and delivery of in-house Academy courses to those services that are currently not registered.

Significant Implications

5. Financial Implications

- 5.1 As per the January paper approved by both the Skills Committee and CA Board, the financials for this project have been reprofiled across the 2021/22 and 2022/23 financial years. The funding has already been received by the CPCA, and the only

financial implication is that should the project underspend, the funding will need to be repatriated to the Department of Work & Pensions.

6. Legal Implications

- 6.1 There are no significant legal implications.

7. Public Health Implications

- 7.1 The Academy has a positive impact on the health of Cambridgeshire and Peterborough residents in two ways. The Academy is training and upskilling the health and care sector workforce. It is also targeting residents on low wages to upskill to create better life opportunities and to not be dependent on benefits.

8. Environmental and Climate Change Implications

- 8.1 The report recommendation has a neutral implication for the environment and climate change as it is for members to note.

9. Other Significant Implications

- 9.1 None

10. Appendices

- 8.1 None

11. Background Papers

- 9.1 None

Budget and Performance Report

To:	Skills Committee
Meeting Date:	16 March 2022
Public report:	Yes
Lead Member:	Councillor Lucy Nethsingha, Chair of the Skills Committee
From:	Vanessa Ainsworth, Finance Manager
Key decision:	No
Forward Plan ref:	N/A
Recommendations:	<p>The skills Committee is recommended to:</p> <p>a) Note the update and financial position relating to the revenue funding lines within the Skills Committee remit.</p>
Voting arrangements:	A simple majority of all Members present and voting

1. Purpose

- 1.1 To provide an update and overview of the revenue and capital funding lines that are within the Business and Skills Directorate to assist the Skills Committee to enable informed decision making regarding the expenditure of these funds.

2. Background

- 2.1 The Skills Committee has requested a summary of the funding lines available within the Business and Skills Directorate, to assist in ensuring financial decisions under their control are well informed, financially viable, and procedurally robust.
- 2.2 At the January 2021 Combined Authority Board Meeting, the Board approved a Medium-Term Financial Plan (MTFP) which includes a balanced revenue and capital budgets for 2021/22. This report shows the actual expenditure to date and forecast outturn position against those budgets.
- 2.3 The outturn forecast reflects costs incurred to date, accrued expenditure and the impact on the current year assumptions made on staffing, overheads and workstream programme delivery costs as set out in the revised MTFP.

3. Revenue Income & Expenditure

- 3.1 A breakdown of the Business and Skills Directorate 'Skills Revenue' income for the period to 31 January 2022, is set out in Table 1. below.

Table 1. Skills Revenue Income Budgets 2021/22

	December Budget £'000	Board Approvals & Adjustments £'000	Revised Budget £'000	Actuals to 31 Jan 2022 £'000	Forecast Outturn £'000	Forecast Outturn Variance £'000
<u>Skills Revenue Funding Streams</u>						
Adult Education Budget	(13,174.0)	-	(13,174.0)	(13,174.0)	(13,174.0)	-
Careers Enterprise Company Funding	(211.0)	-	(211.0)	(109.6)	(211.0)	-
Mid-Life MOT	(40.0)	-	(40.0)	-	(40.0)	-
Skills Advisory Panel Grant	(75.0)	-	(75.0)	(75.0)	(75.0)	-
Total Skills Revenue Expenditure	(13,500.0)	-	(13,500.0)	(13,358.6)	(13,500.0)	-

- 3.2 A breakdown of the Business & Skills Directorate 'Skills Revenue' expenditure for the period to 31 January 2022, is set out in Table 2. below.

Table 2. Skills Revenue Expenditure Budgets 2021/22

Skills Revenue Expenditure	December	Board	Revised	Actuals to 31	Forecast	Forecast
	Budget	Approvals & Adjustments	Budget	Jan 2022	Outturn	Outturn
	£'000	£'000	£'000	£'000	£'000	Variance £'000
AEB Devolution Programme	11,367.6	-	11,367.6	8,934.3	10,174.8	(1,192.8)
AEB High Value Courses	236.6	-	236.6	37.9	37.9	(198.7)
AEB Innovation Fund - Revenue	500.0	-	500.0	287.7	425.0	(75.0)
AEB Level 3 Courses	808.8	-	808.8	232.5	382.5	(426.3)
AEB National Retraining Scheme	39.5	-	39.5	32.9	39.5	-
AEB Programme Costs	442.1	-	442.1	359.6	436.5	(5.6)
AEB Sector Based Work Academies	233.2	-	233.2	19.8	119.8	(113.4)
AEB Provider Capacity Building	250.0	-	250.0	-	125.0	(125.0)
AEB Strategic Partnership Development	250.0	-	250.0	45.5	125.0	(125.0)
Careers and Enterprise Company (CEC)	222.1	-	222.1	24.4	206.9	(15.2)
Digital Skills Bootcamp	1,826.3	-	1,826.3	94.9	1,826.3	(0.1)
Health and Care Sector Work Academy	3,031.0	(2,300.8)	730.2	424.5	624.5	(105.7)
Mid-life MOT	40.0	-	40.0	23.9	40.0	-
Skills Advisory Panel (SAP) (DfE)	112.3	-	112.3	35.0	96.7	(15.6)
Skills Rapid Response Fund	115.2	-	115.2	63.6	115.1	(0.1)
Total Skills Revenue Expenditure	19,474.7	(2,300.8)	17,173.9	10,616.5	14,775.5	(2,398.4)

3.3 The Forecast Outturn as set out in the table above shows a reduction in expected costs for the year of £2,398.4k compared to the budget and compared to £3,859.4k reported at the January committee. 'Actual' figures are based on payments made and accrued expenditure where known.

3.4 Variances between the revenue outturn position and the annual budget are set out below:

a. The AEB programme accounts for £2,261.8k of the underspend that is currently forecast. A large amount of work is being carried out with both existing and potential providers to improve the delivery of the various projects within the programme, and whilst improvements are being made, these will not necessarily impact the current fiscal year. They will, however, improve the academic year outturn.

Some of the actions that are being implemented that will reduce the underspend, particularly by the end of the academic year include:

- Inviting providers to submit cases for in-year 'growth' and increasing grant and contract values where realistic proposals have been agreed. £0.5m of additional funding has been approved for in-year growth.
- Introducing a new grant-funded adult learning institute, the Workers Education Association (WEA) in-year to commence delivery from March.
- Payments for level 3 courses to grant providers are made in arrears. We expect to pay in March for delivery for the past quarter.
- We expect to increase the number of Independent Training Providers, through our upcoming commissioning round from eight to at least 15 for the 2022/23 academic year. Doubling the capacity and funding that is contracted

The funding for AEB is ring-fenced, and whilst it is not ideal that there will be an underspend, this funding will be carried forward into the new fiscal year to ensure it is spent on learners within our region.

b. The CEC budget line began the Careers Hub aspect of the contract in September, and

as such the budget has not yet been fully committed. Most of this budget is either staffing or charges from the Cambridgeshire & Peterborough Growth Company (Growth Co) for delivery of the service. There have been delays in creating the legal contracts between the Combined Authority and Growth Co, and as soon as these are completed invoices will flow between the two organisations.

c. The performance of the Digital Skills Bootcamp project was the subject of a separate paper at the last committee detailing the changes in providers. Expenditure lags income as providers are paid after receipt of the funding. It is probable that there will be a timing issue with regards to final income and claims, which may therefore, impact on the final numbers for the financial year.

d. The Health and Social Care Work Academy project was reprofiled in January further to a paper to the Skills Committee which was approved at the CA Board. Unfortunately, due to lack of claims from the project for January, this profile is again showing a potential underspend in the current financial year. It is understood that additional activities are being undertaken but it is unlikely they will impact on the current financial year.

e. Skills Advisory Panel funding has been received and most of the income has been spent or committed, with a small amount still being finalised. It is likely that this figure will potentially roll into the next financial year linking with academic year spend.

4 Performance Reporting

- 4.1 The Cambridgeshire and Peterborough Devolution Deal is about delivering better economic outcomes for the people of our area and commits us to specific results. The Combined Authority needs to monitor how well it is doing that.
- 4.2 Appendix 1 shows the Skills Performance Dashboard, with an update on delivery against the following growth outcomes at the heart of the Devolution Deal (of which outcomes are embodied in the business cases which the Board and Committee consider):
 - Prosperity (measured by Gross Value Added (GVA))
 - Housing
 - Jobs
- 4.3 These metrics are updated to align with the Board Performance Reports.
- 4.4 The Board in March will consider future performance reporting arrangements in support of the new Business Plan and Sustainable Growth Ambition Statement. Performance metrics are also being reviewed as part of the Skills Strategy. Following this we will be proposing adoption of new metrics to the Skills Committee with a stronger outcome focus.
- 4.5 Appendix 1 also shows the current RAG status for Skills projects, as at the end of December 2021.

Significant Implications

5. Financial Implications

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

6. Legal Implications

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

7. Public Health implications

- 7.1 N/A

8. Environmental and Climate Change Implications

- 8.1 N/A

9. Other Significant Implications

- 9.1 N/A

10. Appendices

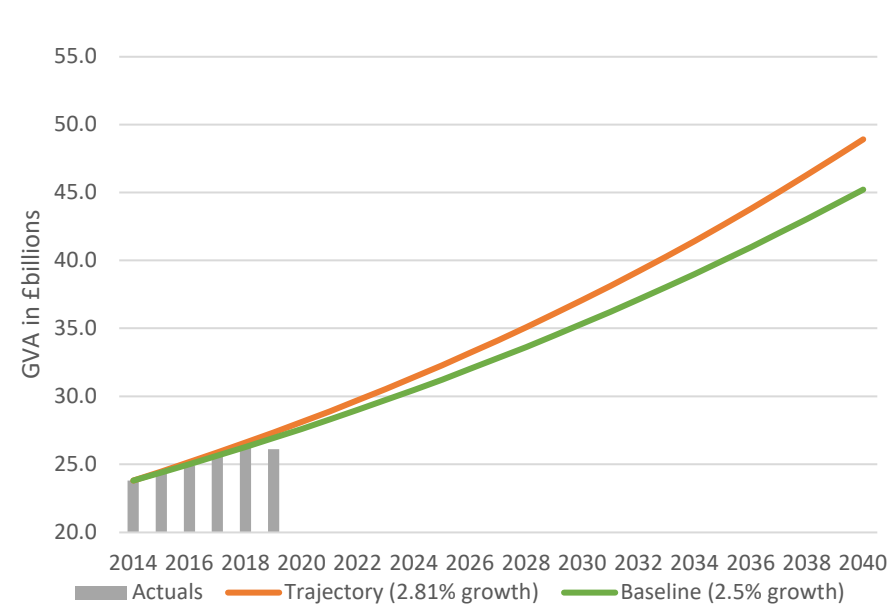
- 10.1 Appendix 1 – Performance Dashboard

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

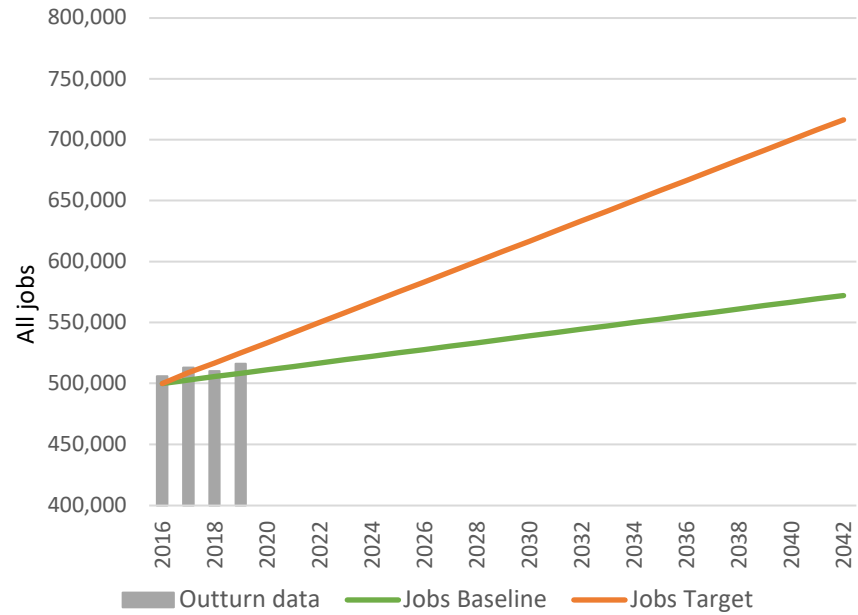
COMBINED AUTHORITY PERFORMANCE DASHBOARD
DEVOLUTION DEAL TRAJECTORY

GVA TRAJECTORY V BASELINE



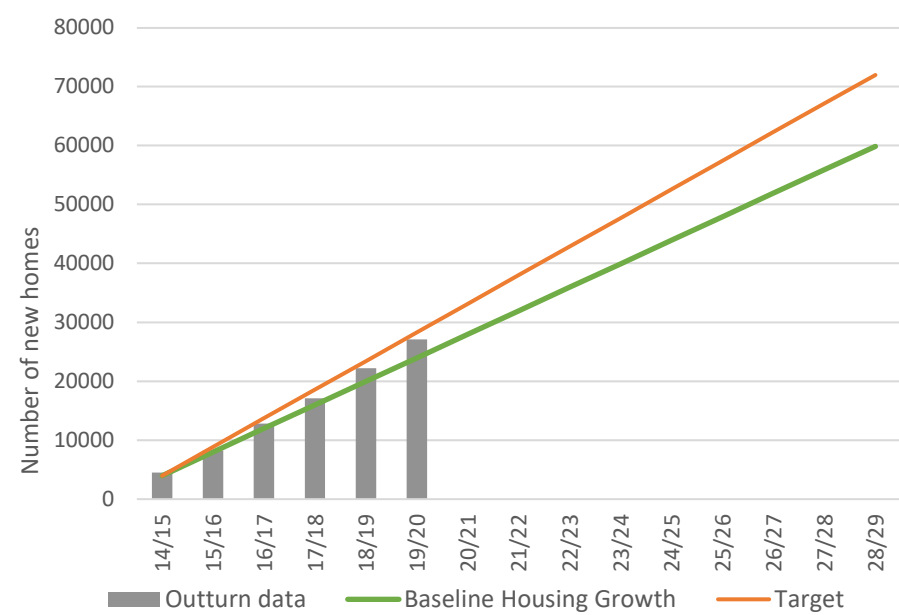
This has been updated in line with National Reporting standards. The CPCA Devolution Deal committed to doubling GVA over 25 years with 2014 as the baseline. To achieve this target the CPIER identified the region would require annual growth of 0.31% on top of the 2.5% baseline growth.

JOBS TRAJECTORY V BASELINE



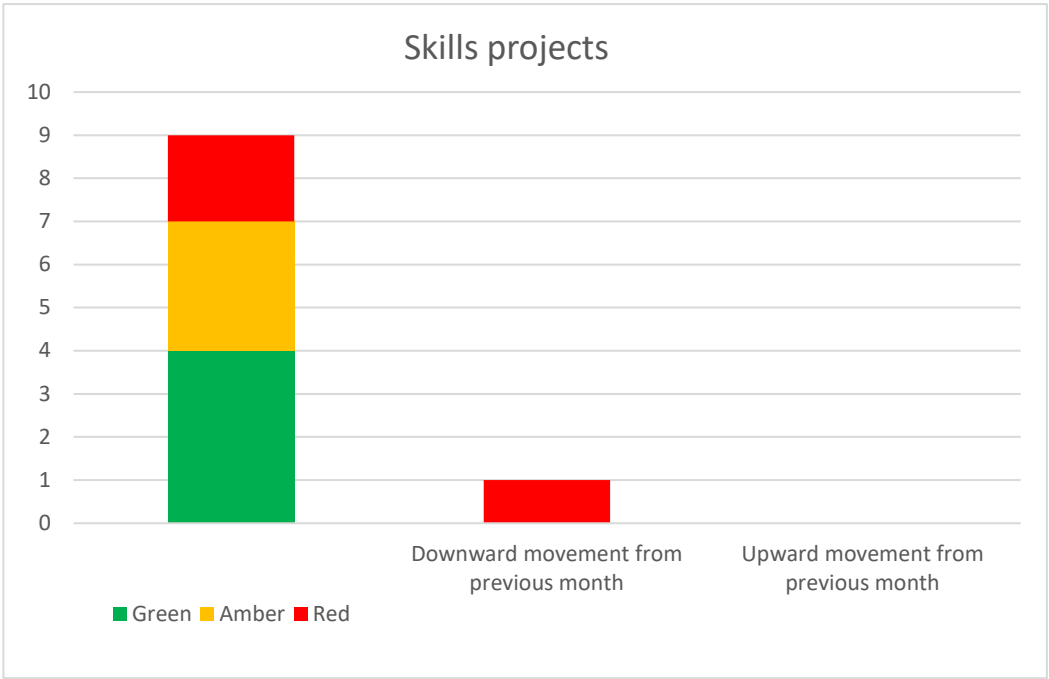
Target is derived through the CPIER by the GL Hearn report with a high growth scenario of 9,400 additional job growth per annum and a baseline of 4,338 jobs per annum.

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)	Green
University of Peterborough Phase 1	Red
University of Peterborough Phase 2	Red
University of Peterborough Phase 3	Amber
Market Town Masterplans	Green
St Neots Masterplan	Green
Digital Skills Bootcamps	Amber
Health & Care Sector Work Academy (HCSWA)	Amber

Data as at the end of February 2022



Agenda Item No: 3.5

A Summary of the Employment and Skills Board Meeting 14th December 2021

To: Skills Committee

Meeting Date: 16 March 2022

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 14th December 2021.

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 14th December 2021. Nine members were in attendance.

3. Meeting Overview

- 3.1 The Meeting was divided into three parts; governance, delivery and strategy.
- 3.2 The Board were given a presentation on the draft of the refreshed Local Skills Report, a requirement of the Skills Advisory Panel. Comments were received by members which have subsequently been included within the report.
- 3.3 A presentation on the findings of the Apprenticeship survey were given. The survey is a joint initiative between the Combined Authority and Cambridge Ahead. The Board requested that the survey was reopened to try and increase the response rate. Members were asked to use their networks to distribute the survey.
- 3.4 The final part of the meeting was used to discuss the draft of the Employment and Skills Strategy. The Strategy was praised by all Board Members. It was agreed to review the progress of the implementation on the Strategy on a six monthly basis.
- 3.5 The Board has lost some of its members due to a number of reasons. Current Board members were asked to consider the roles and organisations which should be invited to join the Board.

Significant Implications

3. Financial Implications

- 3.1 There are no financial implications.

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

7.1 [Minutes ESB 14 December 2021](#)

SKILLS COMMITTEE AGENDA PLAN

Updated 7 March 2022



**CAMBRIDGESHIRE
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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**

Commit tee date	Agenda item	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
16/03/22	Adult Education Budget – Funding Allocations for 2022/23 and proposed funding policy changes	Parminder Singh Garcha	Yes	2021/081	08/03/22
	Health and Care Sector Work Academy Update	Fliss Miller/Pat Carrington	No		
	Digital Skills Bootcamps Update	Fliss Miller	No		
	Skills and Labour Market Insight Report	Parminder Singh Garcha / Rachel Hallam	No		
27/04/22	University for Peterborough – Programme Business Case	Mahmood Foroughi /Fliss Miller	No		19/04/22
	Adult Basic Skills and the Multiply Programme	Parminder Singh Garcha	Yes		
	Economic Growth & Skills Strategy	Alan Downton	Yes		
	Growth Works Management Review – April 2022	Alan Downton / Nigel Parkinson	No		
	Levelling Up White Paper	Fliss Miller	No		
	Careers Hub Update	Fliss Miller	No		
	AEB Deep Dive Review – findings and recommendations	Parminder Singh Garcha	No		
04/07/22	Shared Prosperity Fund Investment Plan	Alan Downton	Yes		24/06/22
	AEB Contract Awards for 2022-23 and Multi-year Funding allocations for Grant-holders	Parminder Singh Garcha	Yes		
	Employment and Skills Strategy – Delivery Plan	Fliss Miller	No		

Committee date	Agenda item	Lead officer	Report to CA Board for decision	Reference if key decision	Agenda despatch date
	Gainshare Skills Projects	Fliss Miller /Parminder Singh Garcha	No		
	AEB Innovation Fund Review and proposals for 2022-23	Parminder Singh Garcha / Janet Warren	No		
07/11/22	Employment and Skills Strategy - Progress update	Fliss Miller	No		28/10/22
	Skills and Labour Market Insights Bi- Annual Report	Rachel Hallam	No		
09/01/23	AEB Annual Return	Parminder Singh Garcha	No		29/12/22
	ESOL Local Planning Partnerships - Annual Report	Parminder Singh Garcha	No		
06/03/23	AEB Funding and policy changes for 2023-24	Parminder Singh Garcha	Yes		24/02/23
	AEB Three-year Evaluation Report – impact and findings	Parminder Singh Garcha	No		
	Skills and Labour Market Insights Bi- Annual Report	Rachel Hallam	No		
05/06/23	AEB Contract Awards to Independent Training Providers for 2023-24	Parminder Singh Garcha	Yes		26/05/23

