

THE CITY OF NOTTINGHAM AND NOTTINGHAMSHIRE ECONOMIC PROSPERITY COMMITTEE

Friday, 23 September 2016 at 10:30
Newark and Sherwood District Council, Kelham Hall,
Newark, Nottinghamshire, NG23 5QX

AGENDA

- | | | |
|----------|---|----------------|
| 1 | Apologies for Absence | |
| 2 | Declarations of Interests by Members and Officers:- (see note below)
(a) Disclosable Pecuniary Interests
(b) Private Interests (pecuniary and non-pecuniary) | |
| 3 | Minutes of the last meeting held on 22 July 2016 | 3 - 8 |
| 4 | Innovation Centres in Nottinghamshire | 9 - 14 |
| 5 | Introduction to skills item – presentation by Allen Graham | |
| 6 | Graduate Retention in N2 | 15 - 20 |
| 7 | N2 Joint Apprenticeship Strategy | 21 - 32 |
| 8 | Careers Provision in N2 | 33 - 40 |
| 9 | Work Programme | 41 - 44 |

Notes

- (a) Members of the public are welcome to attend to observe meetings of the Economic Prosperity. Please note that there is no opportunity for the public to speak at these meetings.
- (b) Declarations of Interests – Persons making a declaration of interest should have regard to their own Council's Code of Conduct and the Committee's Procedural Rules.

Members or Officers requiring clarification on whether to make a declaration of interest are invited to contact Sara Allmond (Tel. 0115 9773794) or a colleague in Democratic Services at Nottinghamshire County Council prior to the meeting.

- (c) Members of the public wishing to inspect 'Background Papers' referred to in the reports on the agenda or Schedule 12A of the Local Government Act should contact:-

Customer Services Centre 0300 500 80 80

THE CITY OF NOTTINGHAM AND NOTTINGHAMSHIRE ECONOMIC PROSPERITY COMMITTEE

MINUTES OF THE MEETING HELD ON FRIDAY 22nd JULY 2016 AT 9.30 AM AT THE SUMMIT CENTRE, KIRKBY-IN-ASHFIELD

MEMBERS PRESENT

(A denotes absent)

Chairman – Councillor Alan Rhodes – Nottinghamshire County Council
Vice- Chairman – Councillor Neil Clarke MBE – Rushcliffe Borough Council

Mayor Kate Allsop – Mansfield District Council
Councillor Roger Blaney – Newark and Sherwood District Council
Councillor Cheryl Butler – Ashfield District Council
Councillor Alan Clark – Nottingham City Council (substitute for Cllr Jon Collins)
Councillor John Clarke – Gedling Borough Council
Councillor Jon Collins – Nottingham City Council A
Councillor Richard Jackson – Broxtowe Borough Council
Councillor Joanna White – Bassetlaw District Council

OFFICERS PRESENT

David Armiger – Dir. of Regen. & Neighbourhoods, Bassetlaw District Council
Carol Cooper-Smith – Interim Service Dir. – Economy, Ashfield District Council
Ian Curryer – Chief Executive, Nottingham City Council
Keith Ford – Nottinghamshire County Council
Allen Graham – Chief Executive, Rushcliffe Borough Council
Tim Gregory – Nottinghamshire County Council
Ruth Hyde – Chief Executive, Broxtowe Borough Council
Matt Lockley – Nottinghamshire County Council
Anthony May – Chief Executive, Nottinghamshire County Council
Andrew Muter – Chief Executive, Newark & Sherwood District Council
David Ralph – Chief Executive, D2N2 Local Enterprise Partnership
John Robinson – Chief Executive, Gedling Borough Council
James Schrodell – Nottingham City Council
Bev Smith – Mansfield District Council
Stuart Turner, Nottinghamshire County Council

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Jon Collins (Leader, Nottingham City Council), Robert Mitchell (Chief Executive, Ashfield District Council) and Neil Taylor (Chief Executive, Bassetlaw District Council).

2. DECLARATIONS OF INTEREST

None

3. MINUTES OF THE LAST MEETING

The minutes of the meeting held on 22nd June 2016, having been previously circulated, were agreed as a true and correct record and were confirmed and signed by the Chair of the meeting.

4. OUTLINE HS2 GROWTH STRATEGY

David Ralph introduced the report which gave an update on the development of the HS2 Growth Strategy related to the proposed East Midlands Hub station at Toton. The Interim Submission would also be considered by the East Midlands HS2 Strategic Board in September 2016.

The electrification of the Midlands Mainline was understood to remain part of the HS2 plans. During a recent meeting with Nottinghamshire County Council, Network Rail had stated that they intended to complete the electrification by 2023, with the £9m funding gap for the Market Harborough changes now resolved. At a recent Midlands Connect Board, Chris Grady, the Secretary of State, had underlined the ongoing commitment to HS2 and he felt that electrification was an integral part of that.

The Midland Mainline franchise was due for renewal in 2018 with the process commencing in Autumn 2017. Councils needed to use their influence to underline the importance of electrification and modern rolling stock in any discussions with potential bidders. It would also be helpful to circulate to Members the strategy that was developed at a previous East Midlands Councils workshop so that this could be shared with bidders in discussions.

With regard to the involvement of Leicestershire and Leicester Council (L2), they continued to be members of the HS2 Programme Board and were committed to funding HS2. They were likely to be involved in the launch of the Interim Growth Strategy.

Funding remained the big challenge and lessons needed to be learnt from the similar developments in Birmingham which were, in effect, five years ahead of the East Midlands. The £5bn costs there had been met through a number of sources, namely the Devolution Deal, local contributions (Gain Share and Local Growth Fund) and a potential mayoral precept. Further consideration was needed as to how best to secure the £2.5bn required for the East Midlands.

RESOLVED 2016/018

- 1) That the contents of the report and the work that was taking place to develop the HS2 Outline Growth Strategy be noted.
- 2) That Committee Members consider attending the Futures Workshop being held on 17 August 2016.

5. GROWTH DEAL 3 SUBMISSION

David Ralph introduced the report which sought Member support for the submission of the D2N2 Growth Deal 3 proposal to Government.

The outcomes of the Ministerial Challenge session held on 19 July, attended by Councillor Alan Rhodes, Ian Morgan and David Ralph, had been largely positive. The meeting was chaired by a senior civil servant in the Minister's absence. Further prioritisation of schemes had not been requested at this stage and therefore the bid would be submitted in its entirety with an announcement made in the Autumn Statement.

Feedback from the session included:-

- There was a need to 'tell the story' better, emphasising the role of the Local Enterprise Partnership and demonstrating the outcomes that would be achieved by the investment requested.
- The fact that Nottingham and Derby were currently showing as being in the worst areas in England on clean air measures needed to be addressed. Nottingham City Council's activities to address this needed to be highlighted.
- A better explanation of the thinking behind the development of the 4 key themes of Housing & Regeneration, Town & City Centre Renewal, Innovation-Led Growth and Employment & Skills was also needed.

With regard to the clean air issue, further discussions were needed with Nottingham City Council officers to capture the relevant factors within the submission. Councillor Alan Clark highlighted the limited number of monitoring points and the fact that the issues related to anticipated problems in future years, and not in the City Centre. Also national growth trends had been used rather than local ones. Ian Curryer added that the data had been captured during the tram construction period and therefore there had been a lot more stationary traffic. The next data capture was likely to see an improvement, although the issues were not all about traffic.

Ian Curryer offered to submit a report to a future meeting about the potential for developing a more joined-up approach to taxi licensing through a general framework of principles. A possible points system, as operated by Leicestershire and Leicester, was being explored by Nottingham and Derby. Widening any such scheme to include other taxi licensing authorities would increase its potential benefits. Safeguarding elements would also be considered (with reference to the work previously undertaken by Rushcliffe Borough Council) along with other issues relating to drivers' skills, knowledge of an area, behaviour, and impact upon clean air standards. Members agreed that it would be helpful for such a report to come to a future meeting.

With regard to any further prioritisation of schemes within the submission, Ruth Hyde requested that a clear and transparent criteria be developed to enable the Chief Executives group to undertake such work appropriately.

RESOLVED 2016/019

That the submission of the D2N2 Growth Deal 3 proposal to government on 28 July 2016 be endorsed and clear and transparent criteria be developed for any further prioritisation of schemes.

6. SHEFFIELD CITY REGION COMBINED AUTHORITY CONSULTATION

Anthony May introduced the report which updated the Committee on the consultation process and encouraged Nottinghamshire councils to respond as appropriate. Various consultation events were planned ahead of the closing date of 12 August 2016. Nottinghamshire County Council was currently finalising its response, following consideration by its Policy Committee on 13 July 2016. Bassetlaw, Sheffield and Chesterfield were also likely to submit responses.

Councillor Joanna White explained the reasoning behind Bassetlaw's decision to seek constituent membership of the Sheffield City Region Combined Authority (SCR CA) in terms of Bassetlaw residents' strong economic ties with the region through employment and further education. She highlighted the ongoing positive and professional relationship with Nottinghamshire County Council throughout the consultation process and these views were echoed by David Armiger. Members welcomed the explanation for Bassetlaw's decision and recognised that all Councils were seeking the best outcomes for their residents.

Councillor Alan Rhodes underlined Nottinghamshire County Council's position that the request did not meet the statutory test, with particular concerns around highways; transport provision (especially rural transport); community identity (especially with regard to the Eastern part of Bassetlaw); and governance (with regard to the County Council and Bassetlaw only having one vote each whilst full members would receive two votes).

Councillor Roger Blaney highlighted Newark & Sherwood District Council's intention to respond to the consultation in terms of the potential implications for Nottinghamshire, the Midlands Engine, Midlands Connect and devolution plans. Councillor Neil Clarke underlined that Rushcliffe Borough Council's response was likely to include some similar concerns.

Anthony May clarified the legal aspects and explained that a council could only be a constituent member of one Combined Authority. Under the current legislation, councils could only be a member of one sub-regional transport body. However, the Department of Communities and Local Government had stated that this was a drafting issue with the legislation which would be amended to enable principal authorities to be members of more than one transport authority, although the logistical issues around that would remain (as underlined in Nottinghamshire County Council's consultation response).

Councillor Richard Jackson queried the possibility of the Committee submitting a neutral response to the consultation.

RESOLVED 2016/020

That the formal consultation on the Sheffield City Region Combined Authority proposals be noted and individual member councils consider submitting their own response to the consultation.

7. N2 BUSINESS RATES POOL – VERBAL UPDATE

Anthony May gave a verbal update on this issue, highlighting the Government's current consultation on Business Rates Retention and Fairer Funding. Financial officers' advice was to continue the current arrangements until further guidance was received from Government. With regard to transition arrangements, these would need clarifying at an earlier point should Bassetlaw become a constituent member of the Sheffield City Region Combined Authority.

During discussions, the following points were raised:-

- The District Councils Network and the County Council Network were working together to try and submit a joint proposal in response to the Business Rates Retention consultation.
- It was clarified that funding was currently being deployed in accordance with the decisions of the Committee of 20 May 2016. With regard to the Business Rates Pool and access to funding for feasibility studies, work was underway to enable bids to be made to this fund from September 2016. The importance of revisiting these resolutions in line with any future changes in the governance process was underlined.

RESOLVED 2016/021

That the contents of the verbal update be noted.

8. WORK PROGRAMME

RESOLVED 2016/022

To note the work programme with the inclusion of the following item agreed earlier in the agenda:-

- Report on the potential for a more joined-up approach to taxi licensing – to a future meeting (date to be confirmed).

The meeting closed at 10.52 am

CHAIRMAN

**Report to the City of
Nottingham and
Nottinghamshire Economic
Prosperity Committee**

23rd September 2016

Agenda Item: 4

**REPORT OF THE CHIEF EXECUTIVE, NOTTINGHAMSHIRE COUNTY
COUNCIL**

INNOVATION CENTRES IN NOTTINGHAMSHIRE

Purpose of the Report

1. To give an overview of the current contract and its performance
2. To outline the direction of travel for the new provision and
3. To seek funding for business property upgrades from the N2 Business Rates Pool

Background

4. The Integrating Innovation Centres in Nottinghamshire Contract provides day to day operational and facilities management to 3 Centres in the County together with an overarching mentoring and business support programme for tenants.
5. Oxford Innovation Ltd (OI) was contracted from 1st April 2011 for a period of 5 years with 2 single year options to extend. The contract is now in year 6, following a one year extension and is currently scheduled to cease on the 31st March 2017.
6. Table 1 sets out a summary of the contract and its underpinning arrangements

Table 1: Summary of the contract and underpinning arrangements	
Contract inclusions	1. Newark Beacon 2. Worksop Turbine 3. Mansfield i-Centre
Key partners and signatories of the underpinning Memorandum of Understanding	Nottinghamshire County Council – contract manager and owner of Worksop Turbine
	Newark and Sherwood – owner of Newark Beacon
	Mansfield District Council – owner of Mansfield i-Centre

The Homes and Communities Agency	Retains an equity share in each building – acting on behalf of BEIS in relation to the Turbine
Contract Value	£5.6m (estimate)
Contract Governance	Through a Strategic Management Board (SMB), currently chaired by County Councillor Diana Meale. The SMB sets the annual budgets and performance targets
Aims of Overarching Contract	<ul style="list-style-type: none"> • To provide the on-site and cross centre management of high spec commercial facilities • To generate and capture the maximum economic benefit from the activities of the 3 centres – individually and combined – including business collaboration, networking and supply chain development and • To provide appropriate tailored business advice and support targeted on growing tenant businesses.
Contract Costs and income	<ul style="list-style-type: none"> • The aim is for income to cover the management fee and operational costs.
Incentives and Penalties	<ul style="list-style-type: none"> • Years 1-4 penalty provisions existed but were applied pragmatically with OI, year 3 onwards, being asked to make good deficit to budget. • Surpluses were predicated by financial performance. In year 5 – a weighting scheme was introduced to reflect the quality and importance of other indicators including occupancy, customer satisfaction, business support targets.

Performance

7. The performance of the contract has fluctuated – being impacted by variations in the operational delivery/hand over of each centre, inherited local discounting, local economic performance and competition and the national recession. Partners have, by necessity, had to push financial performance to limit their risk of meeting their own centre deficits and in doing so have compromised on the levels of innovation within some of the tenant base. OI has pushed up the average price per square foot and has increased income generated from conferencing and the virtual customer base. However income does have a ceiling based on the levels of occupancy, local market, commercial demand and the centres operating budget.
8. A key rationale for a three-centre contract was to achieve efficiencies in a common model and cross referrals between centres. These have by and

large not materialised as the geographic dispersal of the centres has precluded this opportunity – i.e. if a tenant is looking for premises in Newark they have been reluctant to relocate to Mansfield or Worksop and have instead looked at alternate local provision. Furthermore service contracts and operational spend have tended, for the same reason, to remain local and individual to each centre.

9. In terms of the qualitative outputs of the contract, customer satisfaction (including business support recipients, tenants and conferencing/external users) has regularly exceeded the target of 85% of customers rating the service as very good or excellent.
10. Whilst the financial performance and efficiencies targets have remained somewhat disappointing, the “added value” of the contract – the business support, job creation, business graduations have largely improved over the period the contract has been operational.
11. As of 31st March 2016, there were 577 FTE jobs in 102 tenant business. Of these jobs, 80.5 were new jobs created in year 5 of the contract. A further 149 jobs were employed by the virtual business base and in 2015/16 51 companies received a variety of bespoke support and 9 tenant graduations were recorded i.e. **businesses moving to external premises to accommodate growth** All 9 of these companies remain located in Nottinghamshire.
12. This success in the “value added” components of the contract must however be reviewed in the context of a greatly changed innovation, business support and funding landscape. With the advent of the D2N2 Growth Hub and the ERDF funded Innovation Support Programme alternate provision now exists, which needs to be taken into account in future offers.

Post 31st March 2017

13. Partners have agreed the benefits of continuing the “three centre model” believing it could still be operationally beneficial to run the three buildings collectively whilst building on the qualitative offer to tenants.
14. Soft Market Testing has been undertaken to determine what will be attractive to the market and what it will support going forward – this has led to work on the form of contract which is currently still being developed. Partners are however being guided by lessons learned from the current contract and wish to:
 - i. Improve the certainty of income from the centres with better forecasting, improved cost efficiency and improved local cost competitiveness of the 3 centres
 - ii. Reduced financial risk (deficits) for the owning authorities and
 - iii. Simplified processes and lighter touch contract management

Centre Competitiveness

15. Each centre is in need of some form of property update. Whilst an annual Building Sinking Fund contribution has been made to Mansfield and Newark and Sherwood District Councils since the start of the contract, the emerging needs of the centres is outstripping the funding available. Funding to meet property needs for the Turbine is sought annually from the Economic Development Committee but is a modest budget to meet only immediate maintenance demands.
16. Whilst the Innovation Centres do not seek to compete with state of the art facilities at the universities or private provisions they do meet a local demand. However, they need to respond to the needs of a commercial customer in terms of modern, fit for purpose general offices /workshops and reception/service facilities– both to retain tenants and to attract new customers in order to help support start up and small companies with high growth potential.
17. To this end, a request is being made to the EPC to approve a capital contribution to each of the centres together with the Creative Village Phase 2 at Worksop in order to support, through the provision of modern managed workspace, the growth of the business base in the county.

Forward proposals

18. That the Business Rates Pool supports a £75,000 contribution to each of the following projects:
 - a. The upgrade and replacement of skylightsⁱ and ventilation system, roof drainage system and internal refurbishment and upgrade at **Mansfield i-centre**. Costs and reports on much of this work are in place and are supported by a 5 year conditions survey;
 - b. The reconfiguration of existing space to convert a dis-used first floor café to office space and the provision of a ground floor Business Lounge at **Worksop Turbine** to offer light snacks and beverages to tenants and external businesses and to support events and programmes through the creation of an accessible flexible space to increase centre footfall (hot desking and drop in informal use) and to grow the conferencing offer. Plans and costings are in place;
 - c. To support a programme of internal space re-configuration at Newark Beacon which is currently operating at 75% occupancy with a major tenant also set to leave the centre in the next quarter. Despite a major digital marketing campaign, all demand evidence indicates that the current room offer is too large. A full re-modelling and repricing exercise has been undertaken and this together with car parking adjustments (to increase capacity where possible) and internal upgrades would address current and emerging risks to the successful operation of the Centre; and

- d. To contribute to the funding package of **Phase 2 of the Creative Village** regeneration project in Worksop. Phase 2 involves the conversion of the former Print and Electricity Works to create space specifically targeted at the creative industries. The project cost is estimated at £1m. The project has planning permission and builds on the success of Phase 1, which created 18 units that were fully let within 8 weeks. A contribution is sought to address a funding shortfall created by the high costs of renovating a 100 year old industrial site.

Total Request £300,000

Reason(s) for Recommendations

19. In order for the county to support and grow businesses and innovation a modern, fit for purpose offer must be created that is attractive to the commercial sector. Each of the 3 existing centres has become tired or needs investment and/or re-configuration to meet basic customer expectations.
20. The Phase 2 Creative Village is included in this package due to the excellent take up of the Phase 1 offer and demand for further business space.
21. Physical business space is essential to help balance and facilitate growth and employment opportunities across the county and maximise access to existing and new job opportunities. Evidence supports the premise that bringing together like-minded companies provides opportunities for business networking and supply chain development.
22. The proposal seeks to both upgrade and future proof the offer and to compliment private sector provision as oppose to entering into competition with it. It is anticipated that the £300,000 investment requested will leverage far greater values in terms of business output and jobs safeguarded/created.

Other Options Considered

23. Each local authority could seek to invest in their own premises. Resources however are scarce and provisions would be at best incremental, at worst partial or not at all. The proposal made seeks to implement a co-ordinated investment to launch as a single offer to maximise occupancy and customer satisfaction. This in turn – for the 3 Innovation Centres - will make the operational contract more attractive to market when the new contract is procured.

Statutory and Policy Implications

24. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment.

RECOMMENDATION

25. It is recommended that committee notes the update on the Innovation Contract and approves the request for £300,000 investment across the 4 business sites.

Anthony May

Chief Executive Nottinghamshire County Council

For any enquiries about this report please contact:

Mandy Ramm

LEADER Programme Manager and Economic Development Officer

Nottinghamshire County Council

Tel. 0115 977 2685

Background Papers

Except for previously published documents, which will be available elsewhere, the documents listed below will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Contract Award Notice, 1 March 2011
- Strategic Management Board 29th April 2014 Report on Draft Contract Performance 2013/14
 - Appendix 1: KPI Monitoring and Appendix 2 Financial Performance
- Strategic Management Board 22nd July 2015 Report on Draft Contract Performance 2014/15
 - Appendix 1: KPI Monitoring and Appendix 2 Financial Performance
- *Nottinghamshire Economic Insight – Issue 44 – Special Feature – available at: <http://site.nottinghamshire.gov.uk/EasysiteWeb/getresource.axd?assetid=352982&type=0&servicetype=1>*
- *Integrated Innovation Centre Contract: Performance Report* – report to Economic Development Committee, published 26-06-2012
- *Integrated Innovation Centre Contract: Performance Report* – report to Economic Development Committee, published 11-06-2013
- *Integrated Innovation Centre Contract: Performance Report 2013/14* – report to Economic Development Committee, published 03-06-2014
- *Integrated Innovation Centre Contract Performance Report 2014/15* – report to Economic Development Committee, published 09-06-2015

Electoral Division(s) and Member(s) Affected

Newark West, County Cllr Tony Roberts

Worksop North, County Cllr Sybil Fielding

Mansfield South, County Cllrs Stephen Garner, and Andy Sissons

ⁱ As required. Many have been replaced but are costly to do so and remain under review

**Report to the City of
Nottingham and
Nottinghamshire Economic
Prosperity Committee**

23rd September 2016

Agenda Item: 6

**REPORT OF THE CHIEF EXECUTIVE OF RUSHCLIFFE BOROUGH
COUNCIL**

GRADUATE RETENTION IN N2

Purpose of the Report

1. This report is updating the Economic Prosperity Committee (EPC) on current activities to increase graduate retention in N2.
2. To propose options for investment in graduate retention by the EPC.

Background

3. At the June 2016 EPC meeting it was agreed that Graduate Retention in N2 should be a priority for the committee and the draft N2 Growth Strategy identifies graduate retention as a key action for business productivity and growth.
4. N2 has two well regarded universities which attract students from all over the country and abroad but the retention rate of graduates in N2 is relatively low when measured against comparable areas.
5. Nottingham Trent University, the University of Nottingham, Nottingham City Council and Nottinghamshire County Council have been working together in a Graduate Retention Partnership (GRP) to develop a series of initiatives to highlight the benefits of living and working in N2 to students and graduates and with local SMEs on the benefits of employing graduates. In parallel with the EPC the N2 Skills and Employment Board (N2 SEB) have identified graduate retention as a priority. The N2 SEB appointed a board champion from Boots UK who has recently joined the GRP to ensure a joined up approach to graduate retention across N2.
6. Research commissioned by the GRP, in addition to primary research undertaken as part of the Great Nottingham Debate on Graduate Retention, highlighted that students' experiences when studying in Nottingham influences their graduate destinations. In response to this a student experience group that brings together universities, student unions and Nottingham City Council is taking forward initiatives to connect students with local communities and ensure students feel

welcomed. This includes a Welcome to Nottingham campaign that will run from late September 2016, the re-launch of a student website and promotion of volunteering opportunities.

7. The intelligence gained through primary research has led the design of initiatives by the GRP targeted at local SMEs, as they are the majority of employers in the N2 economy. This information has been used in the development of the GRP action plan.
8. The GRP has focussed its limited resources on the market failure between SMEs and graduates. This has entailed raising the awareness of opportunities to graduates within local SMEs and at the same time working with SMEs to support and incentivise them to offer placements and jobs.
9. The GRP has developed an action plan which has three main priorities
 - Promoting pathways to higher education for local students in N2
 - Promoting N2 as a positive graduate destination
 - Supporting employers to create graduate employment opportunities in N2

Current Activities of the Graduate Retention Partnership

10. The FUSE project (www.fusegraduates.com/) is a pilot to create graduate jobs in SMEs who have never previously employed a graduate or found it difficult to retain graduates. The FUSE project has created 30 jobs with local SMEs in a range of roles, which include web developers, financial analyst and business development. The unique selling point to SMEs of this initiative is that the graduates are recruited through a corporate graduate scheme process at no charge to the employer. This approach ensures a better fit between the employer and employee and also capacity builds the SMEs for future graduate recruitment. The pilot is being managed by Gradcore a social enterprise which specialises in graduate recruitment for SMEs.
11. An additional element of FUSE is that Gradcore will deliver professional development and networking sessions for the graduates and invite other graduate networks which operate locally to participate. The intention is to integrate young professional networks across sectors and give a sense of N2 being a place where young graduates can develop their careers.
12. Nottingham City Council, Nottinghamshire County Council, the University of Nottingham and Nottingham Trent University have shared the delivery costs of the pilot FUSE project. The recruitment phase will be completed by November 2016. A further phase of CPD and networking events for SMEs and graduates will then complete by March 2017.
13. Nottingham Trent University and The University of Nottingham independently of the GRP have developed a series of employability initiatives which prepare students for the world of work. This includes time spent in industry as part of the

course, holiday placements, recruitment fairs, CV advice and interview support. The universities also have a range of incentives for SMEs who offer a placement or employment for students/graduates. Both universities recognise the importance of supporting the local economy through providing high calibre graduates for the local labour market.

ESIF Higher Skills Development

14. D2N2 are planning to release a European Social Fund open call for Higher Skills Development. This programme will develop pathways for higher and degree apprenticeships with local SMEs and create work experience placements for undergraduates with the intention of a job offer following graduation.
15. For the Higher Skills Development opportunity the minimum amount which can be applied for is £1.0m which has to be matched funded by the applicant. Early discussions between Nottingham Trent University, the University of Nottingham, Derby University, Nottinghamshire County Council and Nottingham City Council have taken place about a collaborative bid. This approach would enable the current graduate retention work in N2 to be built upon and sustained, the EPC may wish to consider providing a proportion of the match funding to ensure SMEs in the boroughs and districts have an opportunity to fully benefit from this opportunity.
16. A major focus of the bid would be on the cohort of students who have been identified in the universities widening participation strategies. These students tend to come from lower socio-economic backgrounds, are less likely to undertake placements as part of their course, have fewer professional networks to rely upon for careers advice and find it harder to secure graduate level roles upon leaving university.

The Graduate Housing Offer

17. An emerging theme which needs further investigation is the housing offer for young professionals.
18. Nottingham City Council have to date explored the feasibility of graduate housing, looking at barriers and the types of housing that graduates are seeking. They are now working with Nottingham Trent University to develop proposals for graduate housing models.
19. Outside of the City boundaries, anecdotal evidence suggests that the limited availability of suitable housing for this cohort deters them from settling in N2 and establishing their careers here. Further investigation and research is needed to establish the extent to which this is an issue and if so, how the N2 authorities can ameliorate or resolve it.

The Apprenticeship Levy

20. The Apprenticeship Levy which will begin in April 2017 could have implications for graduate recruitment. Businesses which will pay the levy could reduce their

graduate schemes and focus their resources to higher and degree apprenticeships as a way of spending their resources they have committed through the levy. This subject is addressed in more detail in a separate report to the September EPC which highlights the implications for N2 Local Authorities.

The Next Steps

21. The City Council are already investing significant resources into graduate retention. To achieve the EPC's aim of attracting and keeping graduates in county based businesses, investment will be needed to match and complement the city council investment. The Business Rate Pool could be a mechanism to un-lock these resources.
22. The FUSE pilot will cease in November 2016. The EPC may wish to consider financially supporting an increased additional cohort of graduate level jobs being created within the county, to contribute resources to a second phase of the jointly-funded programme. Of the thirty jobs developed in the first cohort by Gradcore, they had a target of creating 8 jobs in county based SMEs, based on the funding provided by Nottinghamshire County Council, they exceeded this target by creating 10 jobs. This illustrates there is a demand for graduates by county based SMEs.
23. The ESF Higher Skills Development opportunity is still subject to some uncertainty due to the result of the EU referendum. The EPC could give an 'in principle' decision to financially support the collaborative bid being developed by partners with the caveat being that officers reporting to Allen Graham negotiate a delivery mechanism which ensure county based SMEs, students and graduates are proportionally supported via this programme.

Reason(s) for Recommendations

24. The recommendations will contribute to the EPC priority of increasing graduate retention in N2 and build upon the work of the established Graduate Retention Partnerships
25. The county employer base is made up of predominately SMEs with micro (0-9 employees) dominant, support for these businesses to recruit graduates will enable them to increase productivity and growth.
26. The recommendations in this report will demonstrate the EPC's' commitment to graduate retention and allow the EOC to shape its future direction.

Other Options Considered

27. Doing nothing to improve graduate retention would input negatively on the future productivity and growth of N2.

RECOMMENDATION/S

28. That the Economic Prosperity Committee:

- a) Subject to a successful appraisal of the FUSE pilot project, increase in scale and ambition the FUSE SME Graduate Employment Programme for N2.
- b) The EPC support the ESIF Higher Skills Development opportunity subject to the identification of the added value it will bring to county based SMEs.
- c) Agree that officers apply to the Nottinghamshire Pre Development Fund for a feasibility study on the need, shape and design of a housing scheme for young professionals.

Allen Graham
Chief Executive Rushcliffe Borough Council

For any enquiries about this report please contact:

Fiona Anderson
Senior Economic Development Officer
0115 9772688

Constitutional Comments

Financial Comments

Background Papers

Graduate Retention in N2 – EPC Report - 22nd June 2016

Nottingham Great Debate on Graduate Retention – March 2016

ICM Unlimited ‘the early bird catches the worm’ Graduate employment research-
March 2016

Understanding graduate employment and retention opportunities and challenges in
the city of Nottingham – Association of Graduate Careers Advisory Services Report,
Findings and Recommendations – April 2015

Electoral Division(s) and Member(s) Affected

All

**Report to the City of
Nottingham and
Nottinghamshire Economic
Prosperity Committee**

23rd September 2016

Agenda Item: 7

**REPORT OF THE CHIEF EXECUTIVE OF RUSHCLIFFE BOROUGH
COUNCIL**

N2 JOINT APPRENTICESHIP STRATEGY

Purpose of the Report

1. To gain agreement for the development of an N2 wide policy on apprenticeships that responds to the changing national policy on levies and public sector recruitment targets.

Background and information

2. A previous report presented at the June 2016 Economic Prosperity Committee outlined some of the statistics and challenges faced by the introduction of the Apprenticeship Levy, and these can be summarised below;
3. From April 2017 all large employers (those with an annual wage bill of over £3m) will have to pay an apprenticeship levy, equivalent to 0.5% of the annual pay bill. The levy payments will go into an account which can be used to fund the training and assessment of apprentices through a digital apprenticeship service account. Funds in the levy account will expire after 18 months.
4. Public Sector employers have an additional target for 2.3% of their workforce headcount as apprenticeship starts each year, to support the government's key priority to deliver three million apprenticeships by 2020. Across the N2 Local Authorities that would equate to a minimum target of 753 apprenticeship starts per year.
5. The funds in the levy account do not have to be used only for the training of new apprentice recruits. The funds can also be used to fund the apprenticeship training of existing staff who are eligible to undertake an apprenticeship (currently those who have qualifications below Level 4, although this is the subject of consultation and review) and for higher level apprenticeships (up to degree level). Existing staff undertaking apprenticeships would not be included in the 2.3% headcount target as detailed in point 4 but would provide further opportunities to utilise the levy funds.
6. Apprenticeship recruitment and administration will be supported through the Digital Apprenticeship Service. Employers will be able to choose from a range

of approved training providers to deliver and assess each apprenticeship framework (or new standard), funded from their levy account, within a number of funding bands (according to the level and complexity of the apprenticeship framework). Employers are encouraged to negotiate and agree a price with the training provider for the apprenticeship framework.

7. At the EPC on 22nd June members requested further information and a draft strategy on apprenticeships across N2 for consideration at this meeting.
8. The latest guidance on Apprenticeships was released in August 2016 and confirmed that there will be fifteen funding bands that all apprenticeships will be aligned to, ranging from £3,000 to £27,000. These costs will be funded from the employer's levy account. The guidance also confirmed that for non-levy paying businesses, 90 per cent of apprenticeship training costs will be met by Central Government, with the other 10 per cent being met by employers. A £1,000 grant will be made available for small employers who recruit apprentices and there will be no training costs for apprentices aged 16-18 or 19+ with additional needs.
9. There are two final sets of guidance that will be published prior to the Levy going live; one in October 2016 outlining final detailed funding and eligibility rules, and another in December 16 from HMRC which will confirm how to calculate and pay the apprenticeship levy.

Current apprenticeship activity

10. N2 Local Authorities are already offering apprenticeships, under differing arrangements;
 - a) Nottinghamshire County Council currently offers apprenticeship placements through an ATA (Apprenticeship Training Agency) model, where the apprentice is employed by the ATA. This is delivered through Futures Advice, Skills and Employment.
 - b) Nottingham City Council employ their apprentices directly, for the duration of the apprenticeship.
 - c) Nottingham City Council currently employ 82 apprentices through their Apprentice Hub approach which includes external employees, and Nottinghamshire County Council have 60 apprenticeships placed directly with NCC annually. Further apprenticeships are hosted within District and Borough councils with a mixture of directly employed and ATA models.
 - d) The introduction of the levy and the public sector apprenticeship targets will necessitate increased apprentice recruitment within all local authorities, further analysis of current and emerging skills needs and to the development of new provision through joint working.
11. To use the levy funds, and to count as part of the public sector headcount duty, all apprentices will have to be employed directly by their employing Local

Authority although Government are seeking views on proposals to allow employers to transfer 10% of their funds to an ATA's digital account from 2018.

12. Further decisions will need to be made regarding the employment status and associated employment rights and the implications for local authorities, particularly in light of recent staffing reductions and efficiency measures in service delivery.

N2 Local Authority analysis of skills

13. Many levy-paying employers, including local authorities and other public bodies, are seeking to align their workforce strategies to the apprenticeship levy through a combination of recruiting apprentices to projected areas of workforce growth, and by converting existing job roles in to apprenticeships to up-skill the existing workforce.
14. Further work will need to be undertaken within each Authority to ascertain appropriate skills areas for apprenticeships. Nottingham City Council currently run a procurement framework for apprenticeships, which when combined with other common job roles provides an indication of the types of apprentices local authorities may employ:

Accounting (AAT)	Cleaning and Support Services
Business Administration	Environmental Services
Customer Service	Construction Technical
Support functions in e.g. HR and procurement	Planning
Leadership and Management	Horticulture
IT User/IT User Skills	Construction Civil Engineering
Marketing	Fashion and Textiles Technical
Professional Cookery	Health and Social Care
Plumbing and Heating and Ventilation	
Principles of the Creative and Cultural Sector	
Diploma in Specialist Support for Teaching and Learning in Schools	

15. Additional profiling will identify areas where higher and degree level apprenticeships can be offered, and the corresponding effect on the number of apprenticeship places, as higher and degree level apprenticeships may be more costly.
16. There are also some areas where apprenticeships could be used to “grow your own” talent to fill skills gaps and support future skills needs; further collaborative work will need to be done to identify gaps in existing apprenticeship standards and training provision as well as gaps in the skills of our potential workforce. This will dovetail with work currently being undertaken across the D2N2 area to analyse and shape service provision. Priority areas where skills gaps have already been identified include children’s services, health and social care, social work, teaching, planning and IT.
17. EPC previously requested that the N2 apprenticeship strategy includes measurable targets for each of the levels of apprenticeships, and further work to inform these targets will need to be carried out. The N2 strategy will need to

allow for individual underpinning strategies within each organisation, in recognition of the differing functions and services, size (and associated headcount target) and geographical diversity, of each Local Authority.

Maximising the use of the levy funds

18. The levy will be a significant cost to all local authorities, and it will be imperative to ensure that it is utilised as effectively as possible. Promotion of opportunities to young people, parents, managers and existing staff will be needed to ensure the funds in the levy account are maximised.
19. Close collaborative working between local authorities will be needed to identify areas where apprenticeship frameworks may not exist and to align workforce strategies. Skills gaps areas, once identified, could become the basis for the design and development of new apprenticeship standards tailored to local authority roles.
20. Close local involvement with designing and monitoring apprenticeship delivery will also provide an opportunity to improve skills levels and improve the quality and appropriateness of apprenticeship provision.
21. Given the wide range of local authority roles and the complex task of identifying appropriate apprenticeship frameworks at different levels for young people and existing staff, it is unlikely that all of the levy funds will be fully utilised by the 18 month deadline. It is therefore proposed to jointly prepare a case to lobby government to allow these funds to be carried over and used for a longer period, during the first 2-3 years of the levy operation.

Apprenticeship Provider Framework

22. Local Authorities will be subject to EU procurement rules when choosing training providers for their apprentices. Building on Nottingham City Council's existing framework for apprenticeship training, the sectors / skills outlined in point 14 are likely to be the basis of the majority of Local Authority apprenticeship training needs, with the addition of more specialist fields, areas not served by current apprenticeship frameworks and those where higher and degree level apprenticeships are appropriate.
23. Nottingham City Council have developed a proposal for a collaborative framework for apprenticeship training (attached as appendix B) and are now working towards a more detailed and costed model. Further opportunities exist to develop the framework to include other local authorities and public bodies across D2N2, and initial consultations have taken place to confirm their interest in this approach.
24. It is important to maximise the use of the apprenticeship levy and get the most value for money. By taking a collaborative approach to procurement across local authorities (and potentially other public bodies), the buying power of several large customers will be combined which will enable provision to be designed to meet local needs. Where an apprenticeship framework does not

already exist, local authorities can work with providers to develop their own tailored framework.

25. A collaborative Provider Framework (framework of pre-approved training providers) will be established through a procurement process requiring potential providers to demonstrate both quality and value for money, through a pre-qualification process. Local Authorities will then be able to select the most appropriate training provider from a limited group, through a process of mini-competition. Details of this approach are illustrated in appendix A and B.
26. Further efficiencies can be generated from this approach by collective negotiation to reduce the price and ensure quality, through combined buying power. The amount of administration and staff time in identifying and choosing training providers will also be reduced.
27. A collaboration between organisations will also enable greater ability to influence provision suited to local needs, and support the development of new tailor made apprenticeship standards. There is a considerable opportunity for the development of standards to fill in the significant number of gaps that exist in apprenticeship provision across the public sector, which could be achieved through collaborative working across local authorities
28. The Provider Framework model will need to be flexible and dynamic to respond to changing needs and to ensure further standards can be developed to local authority requirements where these do not already exist. A hub and spoke model should be developed, where smaller specialist providers can be contracted for training and assessment which cannot be provided by some of the more generic providers.
29. The model would also include a process to regularly monitor and review the provision to ensure that it is still fit for purpose and to identify any emerging development needs.
30. The model should also require that providers work together to ensure the provision is matched to local authority needs.
31. The inclusion of the wider public sector in the collaborative approach should be the subject of further discussion with the following considerations;
 - a) This would ensure an even greater ability to influence provision especially relating to locally tailored standards;
 - b) A much broader range of provision would be required to include e.g. health, police and fire and rescue competencies;
 - c) Not including the wider public sector at an early stage could result in a missed opportunity if other arrangements are made.
32. It is envisaged that a Managing Agent will need to be appointed as the main point of contact and to procure and manage the Provider Framework. Nottingham City Council have expressed an interest in taking on the role of managing agent and are well placed in terms of market engagement and capacity to carry this out, and have already consulted on the collaborative framework model with a number of other local authorities and public bodies

across D2N2. However the lead body role could be further discussed to establish if there is any interest amongst other N2 LAs in carrying out this role.

33. It is important to note that all organisations that access the Framework will need to commit to resourcing it jointly, and that these costs cannot be met from the Apprenticeship Levy. The development of a resourcing model for the framework is underway and EPC Members that wish to access the Framework will need to commit to this.
34. Once established, the model could be extended to support SMEs (Small and Medium-sized Enterprises) to access apprenticeships, building on the Nottingham Jobs Hub, which is planned to be rolled out across the N2 area if a European funding bid (Employ Local) is successful. This would provide support to SMEs to navigate the range of choice of providers and complexity of the apprenticeship provision, increasing the take up of apprenticeships and opportunities for young people locally. The support for SMEs could focus initially on the D2N2 priority sectors.
35. An indicative timeframe for this process is included at Appendix C.

Proposals

36. That N2 local authorities work together to prepare a joint statement to lobby the Government, asking for the timescale for the use of levy funds to be extended beyond the proposed 18 months deadline, during the first two to three years.
37. That N2 local authorities work collaboratively to develop an N2 Apprenticeship Strategy which reflects their current and future skills needs and apprenticeship targets through;
 - a) Joint working between local authority HR functions to identify skills gaps areas and future workforce needs, align individual workforce strategies and identify where suitable provision does not already exist
 - b) The development of a shared resourcing model for the collaborative Provider Framework to purchase apprenticeship training
 - c) Using joint purchasing power to influence and design apprenticeship provision to meet local authority requirements
 - d) Working with D2 Local Authorities and other public sector organisations to investigate the potential to extend the collaborative approach
 - e) Once live, the development of a process to expand the Framework to include provision for SMEs within the N2 or D2N2 area

Reason(s) for Recommendations

38. The apprenticeship levy and associated public sector targets present a number of challenges to ensure the funds are maximised and used effectively to increase skill levels and plan for future workforce needs. Collaborative working between local authorities will provide a stronger platform from which to influence provision, raise standards and ensure value for money.

39. By working collaboratively, the N2 Local Authorities will be able to influence the design and delivery of the apprenticeships that are delivered to both existing staff and new apprentices.
40. Collaborative framework agreements have been used successfully by Local Authorities to combine buying power and effect cost efficiencies and quality control for a number of years. They ensure pre-qualification checks and can reduce officer time in procuring for individual lots, by allowing mini competitions between a limited number of approved providers.
41. Flexibility will be required within the Frameworks to ensure that the individual and varied nature of many Local Authority roles are provided for, and current skills gaps can be addressed.

Other Options Considered

42. Each Local Authority could deliver their own apprenticeship framework but this would result in fewer economies of scale and more duplication.
43. Training providers could be selected as and when needed but this is likely to be more time-consuming and could result in duplication and difficulty in ensuring quality.

Statutory and Policy Implications

44. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

45. It is recommended that committee approves the proposal;
 - a) To develop a joint N2 apprenticeship strategy for Local Authorities, including the potential and opportunity for a shared resourcing model;
 - b) To jointly develop a case to lobby Government to extend the 18 month deadline for use of the funds in the levy account
 - c) That N2 local authorities work collaboratively to analyse existing and future workforce needs and
 - I. procure apprenticeship provision to meet these needs and
 - II. work with providers to design appropriate apprenticeship provision tailored to meet skills gaps areas
 - III. continue to analyse existing and future needs, and develop a timetable to address these requirements
 - d) That local authorities within the N2 EPC confirm their commitment to the development of a collaborative framework and their interest in accessing this to procure apprenticeship training from 2017;

- e) To continue discussions with wider public sector organisations and consider their inclusion within the Framework;
- f) Develop a process to extend the framework to enable SMEs to access apprenticeship training;

Allen Graham
Chief Executive Rushcliffe Borough Council

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Background Papers

Report: The Future of Apprenticeships (EPC 22nd June 2016)

Electoral Division(s) and Member(s) Affected

All

Appendix A – Framework Agreements

A Framework Agreement is an arrangement recognised under the European Union (EU) public procurement regulations. It allows customers to place orders for a range of goods and / or services under pre-determined terms and conditions. In essence, Framework Agreements are a set of pre-competed agreements with single or multiple suppliers on the basis of objective and non-discriminatory criteria for the most economically advantageous result against which individual contracts are placed or through which further competition can be held. Procuring goods and associated services under Framework Agreements can reduce the time and costs associated with procurement by offering a pre-tendered call off facility.

A framework agreement will generally allow a purchaser more flexibility around the goods or services contracted for under the framework, both in terms of volume and also the detail of the relevant goods and services. A multi-supplier framework allows a contracting authority to select from a number of suppliers for its requirements, helping to ensure that each purchase represents best value. Suppliers are not usually guaranteed any work under a framework agreement

Appendix B – Apprenticeship Provider Framework

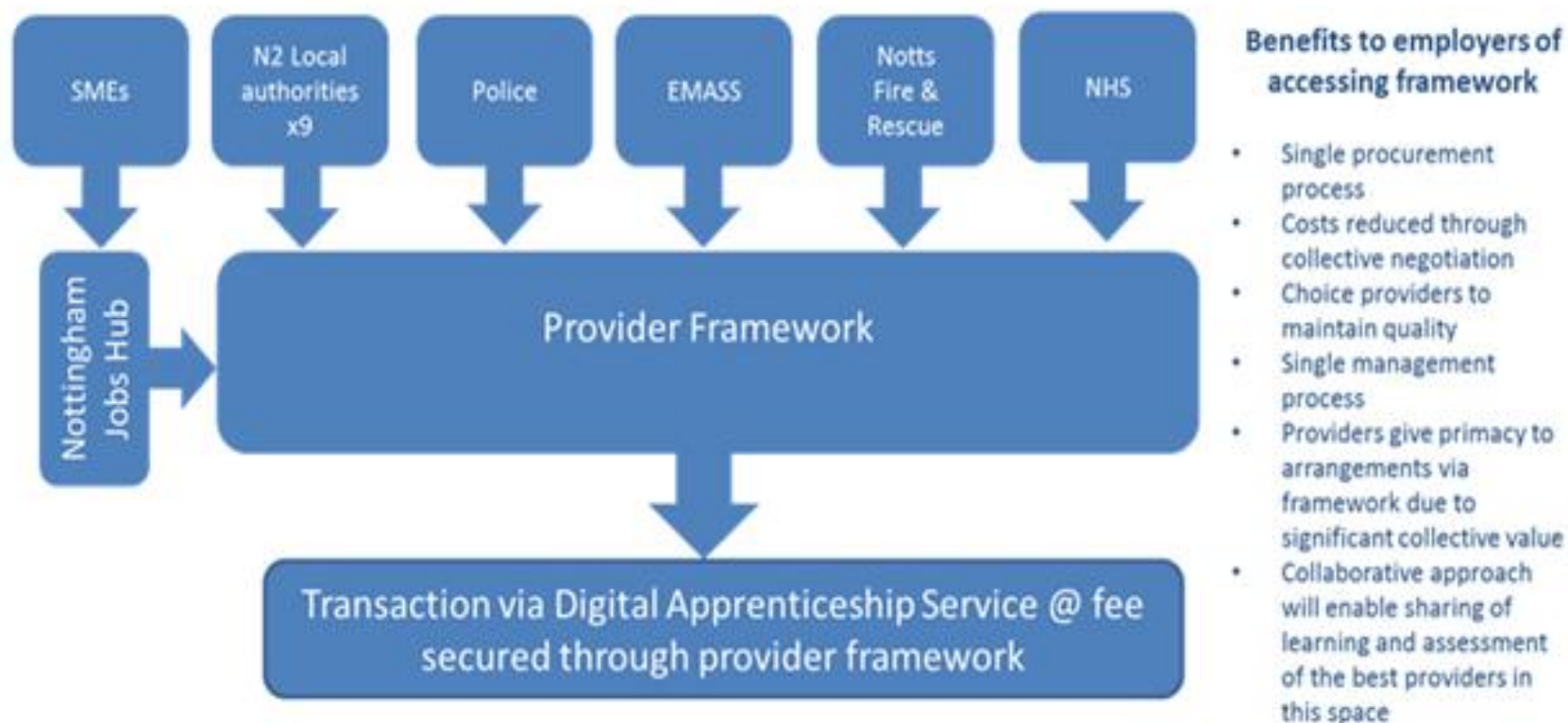
A collaborative provider framework would include local training providers who are able to deliver apprenticeship training for all employers in the area. An initial two year framework is proposed with an option to extend, in order to provide marketplace stability and prevent continuous procurement exercises.

The framework would only include Skills Funding Agency approved providers and ensure engaged public sector employers (and potentially SMEs) are able to easily access training provision for apprenticeships without undertaking procurement exercises or needing to navigate an increasingly complex marketplace.

A dedicated role to manage the framework will be needed initially and this may grow in line with demand. All organisations that access the framework will need to provide resources for its management. A resourcing model is in development.

A provider charter would also be developed and in order to be on the framework, providers would need to sign up to this. This will provide an additional layer of quality assurance.

Apprenticeship Provider Framework Model



Appendix C
Timeline to Deliver Procurement Framework

Timeline	Activities	
July to September 16	<ul style="list-style-type: none"> Agreement across interested public bodies to initiate provider framework 	Analysis of workforce needs and skills gaps
	<ul style="list-style-type: none"> Agree lead organisation 	
	<ul style="list-style-type: none"> Agree resourcing model 	
	<ul style="list-style-type: none"> Determine type & length of framework 	
	<ul style="list-style-type: none"> Workforce needs across employers completed to inform lot requirements 	
October to November 16	<ul style="list-style-type: none"> Agreement from participating local authorities & public bodies to purchasing their apprenticeship training via the collaborative framework (agreements signed) 	
	<ul style="list-style-type: none"> Market Engagement Events with providers 	
	<ul style="list-style-type: none"> Develop tender documents 	
	<ul style="list-style-type: none"> Dispatch Contract Notice to OJEU 	
	<ul style="list-style-type: none"> 30 days for receipt of tender proposals 	
December 16	<ul style="list-style-type: none"> Tender evaluation 	
January 17	<ul style="list-style-type: none"> Award Contract & allow for 10 day standstill period 	
February 17	<ul style="list-style-type: none"> Draw up final contract 	
	<ul style="list-style-type: none"> Agree process for framework call-offs 	
Feb to March 17	<ul style="list-style-type: none"> Provider Framework in place 	
April to May 17	<ul style="list-style-type: none"> Develop offer to SMEs and communicate via Jobs Hub 	

**Report to the City of
Nottingham and
Nottinghamshire Economic
Prosperity Committee**

23rd September 2016

Agenda Item: 8

**REPORT OF THE CHIEF EXECUTIVE OF RUSHCLIFFE BOROUGH
COUNCIL**

CAREERS PROVISION IN N2

Purpose of the Report

1. This report is to update the Economic Prosperity Committee (EPC) on current careers provision and to make recommendations to ensure that all learners across N2 are able to receive good quality and well-informed careers advice and guidance.

Background

1. It is recognised at both a national and local level that careers, enterprise and employability skills are critical when shaping a young person's ability to successfully transition between school or college and the world of work. It is important for social mobility because it helps open pupils' eyes to careers they may not have considered.
2. Changes in technology and in the labour market mean that increasing numbers of jobs require specific education and training. This has produced new vocational options which, at present, are not well understood by many young people, parents or their teachers. Furthermore, the decision to go to university now means a major financial commitment, rather than being a safe default choice. Yet, despite its importance, career guidance in English schools has often been criticised for being inadequate and patchy and this was highlighted by the Gatsby Review of Good Careers Guidance.¹ This criticism has intensified since the withdrawal of the national Connexions service, removal of work experience as a statutory entitlement and transfer of responsibilities for careers to individual schools in 2010/11.
3. Reforms to the apprenticeship system are in part aimed at creating more vocational pathways for learners so that they can "earn while they learn" and so that young people gain skills that employers need. This expansion of vocational

¹ <http://www.gatsby.org.uk/uploads/education/reports/pdf/gatsby-sir-john-holman-good-career-guidance-2014.pdf>

routes up to degree-level are also creating new opportunities for post-16 learners and one of the key challenges is to stimulate apprenticeship uptake in the local economy.

4. The Government published a Post-16 Skills Plan in July 16, taking forward the recommendations of the Sainsbury Review of Technical Education. This highlighted that technical education remains the “poor relation of academic education” and outlined a range of reforms including simplifying the current system to arrest this. The former Skills Minister went on to publish a Post-16 skills plan that accepted the recommendations of this.² A further national Careers Guidance Strategy is expected to be published in autumn 2016 which will complement this.
5. Following the removal in 2010 of the statutory requirement of schools to provide careers advice, careers programmes within schools are now assessed by Ofsted under Leadership and Management. As a result schools have diverted varying levels of resources and leadership, and a range of new careers providers have come in to the marketplace.
6. Attached as appendix 1 is a careers provision map for N2. In summary this identifies that there is a comprehensive careers offer across the area though it is potentially confusing to navigate for employers and education providers. More information on some of the key issues that have been highlighted through the career provision mapping are outlined below.

Learning from Career and Labour Market Information

7. Education providers need to have up to date information on the key growth sectors across N2, enabling them to shape curriculum and ensure learners are gaining the skills that employers need now and in the future. Learners also need to know the potential career pathways they can pursue and the skills and experience they need to gain.
8. The D2N2 Local Enterprise Partnership Strategic Review Group for Skills and Employment is currently working with upper tier local authorities in the area to refresh its Skills for Growth Strategy; this will highlight projected growth sectors, high-employing job roles, and the skills that employers need now and in the future. Following on from this good quality labour market information should be promoted and made accessible to schools across N2.

Educating young people about post-16 options

9. It is also important to ensure that young people are aware of the options for post-16 education, training and employment. Government has made wide-ranging reforms and has committed to significant investment to create three million new apprenticeships by 2020. Apprenticeship uptake across N2 is higher than the national average, though it is predominantly at intermediate and advanced levels. Apprenticeships now offer new pathways through to higher education and will be

² https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/536043/Post-16_Skills_Plan.pdf

enshrined in legislation as having parity with Degrees. There may be a role to promote the benefits of apprenticeships to young people.

Duplication of Provision

10. Whilst the overall amount of funding supporting careers related delivery is significantly less than it was five years ago, there are a number of different initiatives operating across varying boundaries which create the potential for duplication. In addition to current provision, the Careers and Enterprise Company is rolling out new programmes including a recently announced national programme that will connect mentors to pre-GCSE teens at risk of disengaging and under-performing. Through European funding a new Careers Local initiative will also be seeking to engage with local education institutions. The Department for Education are also rolling out a programme to embed Job Centre advisers in schools, to offer 12 to 18 year old pupils insight in to the world of work.
11. There is a risk that multiple providers and projects, all fundamentally seeking to promote employability for young people, are unable to effectively engage with schools and learners. In addition, as new programmes come on board it is not always clear how they intend to integrate with existing provision. There may therefore be a role for a coordination group that brings together providers, schools, colleges and employers to stimulate ideas for how careers provision across the area and work more seamlessly.
12. Another area of potential duplication relates to employability toolkits which inform the strengths and weaknesses of schools' employability programmes. This has previously been highlighted as an issue and through a D2N2 working group a single toolkit for providers to work to across the area has now been agreed.

Employer Engagement

13. Many local employers, both larger and SMEs, are keen to engage with young people to promote aspiration and highlight what it is like to work in their organisation. This can help them address skills gaps and skills shortages over the medium-to-long term. Given that most careers programmes across the N2 area involve linking employers with schools, there is again a risk that employers are unclear about how to get involved or navigate this landscape. There may be a role for the N2 Skills and Employment Board, as our employer-led steering group, to identify mechanisms to simplify the way that careers providers engage with them.

Inequity of provision

14. While there is a comprehensive careers provision offer available, the Careers and Enterprise Company (CEC) Enterprise Advisor Network does not operate across all of N2. The Enterprise Advisor Network aims to link employers with school leadership teams to develop effective engagement plans and each employer is allocated a school or college that is supported by an Enterprise Coordinator. In Nottingham City, CEC Advisers are integrated within the existing Education-Business Partnership, Aspire, and this model is proving to be effective.

15. Match funding was required from local areas in order to run these programmes and as this was not provided in Bassetlaw there is currently no CEC advisor operating in that area. The capacity of CEC advisors to engage with large numbers of schools is also proving challenging in the County and so there may be a role to determine if additional resources are needed so that all schools in N2 have a fair and equal access to this support.

Lobbying Government

16. Evidence suggests areas that have greater control over skills budgets, including careers provision, ensure that provision is more responsive to local economic need. There may be a role for the N2 Skills & Employment Board in lobbying government for more local control of skills budgets.

Nottingham and Nottinghamshire Futures

17. Nottingham City Council and Nottinghamshire County Council jointly own Nottingham and Nottinghamshire Futures, who deliver careers advice and guidance to young people and adults in the city and county through a range of contracted provision, including the National Careers Service. Futures also acts as an Apprenticeship Training Agency (ATA) and delivers the Aspire Education Business Partnership in Nottingham. Futures is a key strategic partner for local authorities in Nottinghamshire, particularly in terms of shaping and steering initiatives and interventions and will be able to support further work on careers provision as recommended in this report.

NEXT STEPS

18. Ensuring all learners across N2 have access to high quality careers advice and guidance needs a greater focus and effort. This is due to a variety of factors which include the proliferation of careers provision at a national and local level.
19. With the introduction of The Careers and Enterprise Company Mentoring Programme and the European funded Careers Local on top of existing provision, the EPC may wish to consider taking forward actions that will promote integrated working and the streamlining of provision where possible.

REASONS FOR RECOMMENDATIONS

20. The recommendations will contribute to the EPC priority of ensuring all learners across N2 are able to receive good quality and well informed careers advice and guidance
21. There is a risk that multiple providers and projects, all fundamentally seeking to promote employability for young people, are unable to effectively engage with schools and learners. The development of a local coordination group that brings together careers providers, schools and employers would promote integration of careers provision across N2

OTHER OPTIONS CONSIDERED

19. Doing nothing to improve access to good quality careers provision would impact negatively on N2's ability to adequately prepare young people for future careers

STATUTORY AND POLICY IMPLICATIONS

20. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and adults at risk, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION/S

That the Economic Prosperity Committee:

1. Considers the feasibility of a joint communications campaign to promote the benefits of careers in N2 and particularly those linking to the key sectors to young people in N2
2. Notes that the refreshed Skills for Growth Strategy will inform local education providers of recent labour market trends and projected future areas for growth
3. Considers establishing a local coordination group that brings together careers providers, schools and employers to maintain strategic oversight and promote integrated working
4. Consider the role of the N2 Skills & Employment Board in lobbying government for more control of skills budgets including careers provision

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Background Papers

Electoral Division(s) and Member(s) Affected

All

Allen Graham
Chief Executive Rushcliffe Borough Council

N2 CAREERS PROVISION MAP SCHOOLS, SIXTH FORMS AND COLLEGES

Nottinghamshire County

Futures NEET Reduction Team Delivering a multi-agency approach reducing post 16 non-participation Target Cohort 16 – 17 year olds identified as NEET, at risk of NEET or not known in the County Contract End Date 2017	Futures Year 11 Leavers Report Tracking Year 11 leavers preventing the number young people becoming NEET in the County Target Cohort All year 11 school leavers in the County Contract End Date 2017	Enterprising Schools Project Ideas 4Careers deliver a programme of activities developing employability and enterprise skills Target Cohort 14 – 16 year old Mansfield & Ashfield residents Contract End Date 2018	Gedling Menu Developing employability skills for young people in the 6 Gedling Schools and the Joseph Whittaker School in Newark Target Cohort Particular focus on 14 - 16 year olds Contract End Date 2018
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Nottingham City

ASPIRE Education Business Partnership building better links between schools and businesses in the City Target Cohort City Primary and Secondary schools Contract End Date 2017	Futures NEET Reduction Programme IAG reducing the number of NEET's in the City Target Cohort Priority group one young people in years 9, 10, 11 and 16–24 year olds identified as NEET in the City Contract End Date 2017	Opportunity Nott's Web based record of pupils' non-academic achievements supporting the development of 10 key skills within the D2N2 Employability Framework Target Cohort City secondary schools Contract End Date On-going	Progression Coach Supporting transitions from education to employment Target Cohort City 14 – 16 year olds pupils attending: Ellis Guildford, Bulwell Academy, NUSA Bluecoat Beechdale Contract End Date 2019	Nashville to Nottingham Supporting Nottingham Schools to adopt the Edge Foundation Employability Skills model to mould City schools to better align employability activity with the needs of business Target Cohort City secondary schools Contract End Date On-going
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Nottingham City & Nottinghamshire County

The Careers & Enterprise Company Building strategic relationships between businesses & schools developing a network of Enterprise Advisors Target Cohort N2 Secondary Schools Contract End Date August 2017	Futures Careers IAG In addition to provision purchased by local authorities, schools can buy in a range of extra careers IAG services Target Cohort N2 Secondary Schools Contract End Date On-going	Futures Career Mark Careers & Employability Information Advice and Guidance quality kite mark recognising good practice Target Cohort N2 Secondary Schools Contract End Date On-going	Futures Careers Inspiration Supporting schools to engage with careers and employability services available them to inspire pupils Target Cohort N2 Secondary Schools Contract End Date On-going	Futures LLDD Provision Specialist guidance and transitional advisory support for LLDD learners Target Cohort N2 Young people with LLDD in mainstream, special and independent schools Contract End Date On-going	Futures IAG targeting Alternative Provision Visit students in alternative provision including home visits Target Cohort N2 Secondary Schools School Access Point Roll on roll off Contract End Date On-going
Futures Post 16 Careers Guidance Schools purchase additional 1-1 Information Advice and Guidance for 16+ pupils Target Cohort 16+ N2 Residents Contract End Date On-going	Futures Work Experience Service Enabling schools to access employer database increasing work experience opportunities Target Cohort N2 Secondary Schools Contract End Date On-going	BITC - Business Class Developing partnerships between businesses and schools Target Cohort N2 Secondary Schools School Access Point Roll on roll off Contract End Date On-going	Schools, Colleges & Sixth Forms In House Provision Institutions also employ their staff to provide in house careers Information, Advice and Guidance Target Cohort N2 11 – 19 year olds Contract End Date N/A	Private Careers & Employability Services Schools purchase careers IAG from private organisations Target Cohort N2 Secondary Schools School Access Point Roll on roll off Contract End Date On-going	YouNG Project Young person led project providing opportunities for young people to gain work experience helping them fulfil their potential Target Cohort 14 – 21 year old Rushcliffe & Gedling residents Contract End Date September 2016

ESF 2014 - 2019

Youth Engagement - County Supporting young people aged 16 – 24 who are currently NEET to reengage in education, employment and training Eligibility D2N1 Young people aged 16 – 24 who are currently NEET including those meeting the following criteria: Have a disability or learning difficulty, Care leavers or young people in Care, Young parents and / or lone parents Customer Access Point At the point a young person is identified as NEET Contract End Date 2019
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Youth Engagement Initiative - City Engagement and support for young people and NEETs Eligibility Young people (aged 15-29) who are residents in Nottingham City, including: <ul style="list-style-type: none"> - Young people currently not engaged in education, employment or training (NEET) - Young people not claiming benefits and not receiving targeted support Customer Access Point At the point individuals are identified in any of the above groups Contract End Date 2019
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Careers Local The Careers Local Enterprise Grant will provide targeted interventions to help young people develop enterprise and employability skills, to improve their career opportunities Eligibility N2 15 – 19 year olds at risk of becoming NEET. It will also enhance existing CIEG infrastructure (CEC) Customer Access Point At the point a young person is identified as at risk of becoming NEET or accessing existing CIEG provision Contract End Date 2019
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Building Better Opportunities Tackling poverty and promoting social inclusion for the most disadvantaged Eligibility N2 residents who are: Economically inactive, unemployed, older long term unemployed, woman returning to or need access to employment and young people including NEET's Customer Access Point At the point an individual is identified as having multiple and complex needs. This identification will be informed by the D2N2 Social inclusion framework Contract End Date 2019

Inspire Local Creating pathway to employment for individuals who are currently not progressing towards work Eligibility N2 18 – 24 residents who are unemployed and economically inactive people with disabilities or health conditions inactive older workers, young people to prevent them becoming longer term unemployed, target groups in rural areas and, individuals supported by the Big Lottery Fund Customer Access Point Day one of unemployment Contract End Date 2019

23 September 2016

Agenda Item: 9

REPORT OF CHIEF EXECUTIVE, NOTTINGHAMSHIRE COUNTY COUNCIL

WORK PROGRAMME

Purpose of the Report

1. To consider the Committee's work programme for 2016.

Information and Advice

2. The Economic Prosperity Committee maintains a rolling work programme which assists the management of the Committee's agenda, the scheduling of business and forward planning. The work programme will be updated and reviewed at each Committee meeting. Any member of the Committee is able to suggest items for possible inclusion.
3. The attached work programme has been drafted in consultation with the Chairman and includes items which can be anticipated at the present time. Other items will be added to the programme as they are identified.
4. The work programme already includes a number of reports on items suggested by the Committee.

Other Options Considered

5. None.

Reason for Recommendation

6. To assist the Committee in preparing its work programme.

Statutory and Policy Implications

7. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

RECOMMENDATION

- 1) That the Committee's work programme be noted, and consideration be given to any changes which the Committee wishes to make.

Anthony May
Chief Executive, Nottinghamshire County Council

For any enquiries about this report please contact: Sara Allmond (0115) 977 3794

Background Papers

None.

Electoral Division(s) and Member(s) Affected

All

CITY OF NOTTINGHAM AND NOTTINGHAMSHIRE ECONOMIC PROSPERITY COMMITTEE - WORK PROGRAMME

Note: all meetings start at 10:30 and are preceeded by the N2 Leaders' meeting.

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information?</u>	<u>Lead Officer</u>	<u>Report Author</u>
25th November 2016				
UK withdrawal from the EU – implications for ESIF and LEADER funding programmes	To update Committee on the proposed approach to dealing with ESIF and LEADER programmes whilst the UK's withdrawal from the EU is negotiated.	Information	County TBC / Chris Henning	County TBC / Chris Henning
N2 Business Rates pool – decisions on funding requests	To seek Committee's consideration of bids to the N2 Business Rates Pool that are above the £30,000 threshold and therefore require Committee approval.	Decision	Oliver Whittaker	Oliver Whittaker
N2 Business Rates pool – update on feasibility funding	To update Committee on proposals that are below the £30,000 threshold that have been signed off by the N2 Chief Executives as per the agreed delegation.	Information	Oliver Whittaker	Oliver Whittaker
23rd December 2016				
24th February 2017				
24th March 2017				
23rd June 2017				

<u>Report Title</u>	<u>Brief summary of agenda item</u>	<u>For Decision or Information?</u>	<u>Lead Officer</u>	<u>Report Author</u>
21 st July 2017				

Last updated 13 September 2016