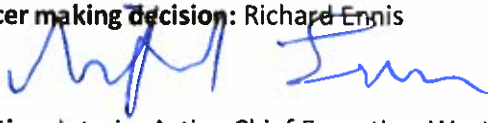


OFFICER DECISION RECORD

General guidance note: Please complete using Plain English, avoiding acronyms and use of jargon; this will be a published document so please be mindful of a public audience in completing this decision record.

Decision Title: Careers Hub CEC Grant Allocation
Decision reference number: (Democratic Services to add) ODN23_0008
Decision date: 23rd August 2023
<p>Background / reason for decision:</p> <p>Approval of Careers Hub Careers and Enterprise Company (CEC) additional £81,000 grant funding for the 2023-24 Academic year. The CEC provides core funding for salaries but also additional grant funding each year to support Careers activity delivery that aligns to the Careers Hub Strategic priorities and Employment and Skills Plan.</p>
<p>Options considered: (as relevant/applicable)</p> <p>This funding has restrictions in place for spend as part of our contract with the Careers and Enterprise Company therefore options for spend are limited.</p>
<p>Decision:</p> <ol style="list-style-type: none"> 1. That funding totalling £81,000 is awarded in the following manner:- <ol style="list-style-type: none"> a. £18,300 is allocated to fund delivery of experiences of the workplace activity in 6 schools to support school age young people at risk of NEET (Not in Education, Employment and Training). b. £18,300 will be allocated to support the education workforce to better understand the apprenticeship application process and therefore better support young people to successfully achieve an apprenticeship. c. £18,300 is allocated to support Year 11 students in Alternative Learning Provision to make a successful Post-16 transition. d. £20,000 is allocated to support teacher industry placements and CPD. e. £6,000 is allocated to be used by the Careers Hub to deliver conferences and CPD activity for schools and colleges. 2. The recommended spend on additional CEIAG for risk of NEET young people would support the Employment and Skills Plan objective to enable all young people to achieve their potential as part of the Mayoral Priority to secure decent jobs and training. This would also support the Careers Hub strategic action to support young people most at risk through transitions. 3. A central delivery framework, logic model and evaluation and monitoring plan has been created to ensure the impact of the funding can be effectively evaluated. 4. The Local Authorities have all inputted into and agreed the planned delivery model, outputs and outcomes.
<p>Consultation:</p> <ul style="list-style-type: none"> - The Skills Officer Group were engaged and consulted in the allocation and framework for spend of this funding on 14th June 2023. - A paper was then approved by CLT on 12th August 2023 - A paper was approved by CEO's on 23rd August 2023.

Officer making decision: Richard Ennis



Position: Interim ~~Acting~~ Chief Executive, West of England Combined Authority

Report / appendices / background documents: *If appropriate, list any documents relevant to this decision – these can be included as attachments to this decision record, if appropriate*

- **CEO Report is included below and attached**

REPORT TO: CEOS MEETING**DATE: 23rd Aug 2023****REPORT TITLE: CAREERS HUB DELIVERY FUND APPROVAL****AUTHOR: GEMMA PERKINS – CAREERS HUB PROJECT MANAGER****Purpose of Report**

1. This paper provides a summary and requests approval of recommended spend of the £81,000 Careers and Enterprise Company delivery funding provided to the Careers Hub for 2023/24 academic year. This funding will be used to support the delivery of the Employment and Skills plan and Mayoral Priority to support residents into decent jobs and training.

Recommendations

2. To approve awards of grant funding in line with application for funding outlined in this paper.

Issue(s)

3. As well as core match funding for salaries, the Careers and Enterprise Company are providing an additional £81,000 additional funding for 2023/24 academic year. This funding is included in the main Careers Hub Business case approved in April 2022 with delegated authority for authorisation of spend to CEO's. All funding must be spent by Aug 2024.
4. This funding has restrictions on spend as per our Grant Agreement with the CEC. The funding must be used to support the following:

4.1 Provide more high-quality experiences of the world of work for students (£18,300)

4.2 Amplify apprenticeships, technical and vocational routes (£18,300)

4.3 Target transition interventions for economically disadvantaged young people (Free School Meals (FSM)) and those who face barriers (c30% of funds, £18300)

4.4 Local Priorities - this may include for example, general Benchmark improvement (£6,100)

Teacher Encounters - provide opportunities for teachers to take part in industry placements (extending existing pilot for an additional academic year) (£20,000)

Proposal / solution

5. Experiences of the Workplace - £18,300 allocation

- 5.1 Six schools will be chosen to take part based on CEC defined eligibility (Highest socio-economic disadvantage and performance against the Gatsby Benchmarks). At least one school will benefit from each local authority area.
- 5.2 Fifty students will be selected to take part in a minimum of one pre- engagement workshop, one experience of the workplace, and one post-engagement activity. Students have the option to participate in up to four experiences of the workplace and at least one of these will be with a “green” employer.
- 5.3 Employers will be recruited and trained to deliver meaningful experiences of the workplace, at least 12 of these employers will have “green” roles that contribute to Net Zero and/or ecological recovery.
- 5.4 Schools will be offered workshops to support them to understand how to improve their delivery of experiences of the workplace once the project has finished.
- 5.5 A full logic model with identified outputs and outcomes is included in Appendix 1. A full evaluation and monitoring plan is also available.
- 5.6 Match funding from Investment Fund is already approved to be granted to Bristol WORKS as part of the April 2022 business case to support experiences of the workplace for disadvantaged students. We propose that this IF allocation is combined with the CEC delivery fund to increase the number of students who can benefit from experiences of the workplace through this funding. Total funding available to Bristol WORKS through the Investment Fund and CEC funding for 2023/24 academic year will be £54,000.

6. Apprenticeship and Technical Education Funding - £18,300

- 6.1 Recent data analysis and stakeholder engagement has identified that we have low conversion rate of interest to take up. Young people need more support to be able to successfully apply for and secure an apprenticeship.
- 6.2 Direct support to young people would be expensive and not sustainable within this funding stream.
- 6.3 We recommend that this funding is used to better support school staff (teachers, tutors, support staff) to understand the apprenticeship application process and how to support a student to apply and be successful in achieving an apprenticeship. This would be delivered through ASK/WTPN as they already deliver in schools across the region to promote apprenticeship pathways.
- 6.4 A full logic model with identified outputs and outcomes is included in Appendix 2. A full evaluation and monitoring plan is also available.
- 6.5 The project will deliver 25 school-based workshops, one larger event with involvement of relevant stakeholders and five webinars. The project has specific outcomes and deliverables to support school staff to better support young people into “green” apprenticeship pathways.

7. Target transition interventions for economically disadvantaged young people - £18,300

7.1 This funding has to be used to support YR 11 students in Alternative Learning Provision with Careers Education, information, advice and guidance (CEIAG) activity that will support their Post-16 transition. We estimate there will be up to 100 eligible students in Bristol, 60 in South Glos, 30 in North Somerset. B&NES have very few students and so have decided not to use their allocation (which cannot be repurposed for other activities).

7.2 This works out as a funding allocation of :-

	Estimate Students	Allocation
Bristol	100	£9,632
South Glos	60	£5,779
North Somerset	30	£2,889

7.3 It is recommended that each LA identifies how they can best support transition for the students in consultation with the Alternative Learning Provision schools in their area. Delivery must adhere to a central delivery model which is included in appendix 3.

8. Local Priorities -- £6,100

8.1 We recommend the £6,100 funding available for local priorities is used to run a conference for Head Teachers and a 2 Conferences for Career Leaders. The conferences will be a mechanism to improve the skills and knowledge of stakeholders (mainly schools, colleges and employers) as well as better connect them to resources, tools and providers to deliver effective CEIAG programmes.

9. Teacher Encounters - £20,000

9.1 In the academic year 2022/23 we have piloted Teacher Encounters with 20 places being offered to teachers across the region. This has been delivered by Graphic Science.

9.2 The funding has been extended for the 2023/24 academic year with £20k available to support 24 'green' industry placements for teachers.

9.3 We recommend that Graphic Science is awarded a grant of £20,000 to deliver an additional 24 teacher placements as per the original delivery plan for the pilot. The logic model is included in Appendix 5.

9.4 This project will enable teachers to better connect student learning to the opportunities in the labour market and pathways available.

9.4 All placements will be within "green" employers and therefore teachers will be better able to connect their curriculum to the green job opportunities in the region.

Consultation details

8. The West of England Skills Officer Group have at all stages been consulted on the allocation of delivery fund spend. The SOG members were consulted on 14th June 2023 to gain initial support and again on 19/07/23 with more detailed proposals. All Skills Officer Group members are supportive of the recommendations made in this paper.
9. The recommendations were approved by the Combined Authority CLT on 1st Aug 2023.

Risk Management/Assessment (if appropriate to this item)

10.

Risk	RAG	Mitigation
Underperformance or underspend of delivery partner		Co-design of activity to ensure targets are realistic and achievable. Regular grant management meetings and progress reporting in place. Staged claims in place. Clear KPI's and evaluation and monitoring expectations included in Grant Offer Letters.
Limited impact and sustainability of projects		Ensure delivery model creates lasting legacy and resource for future. Ensure impact can be clearly measured and evidenced in order to leverage additional funding in future. Add value to existing delivery rather than create new initiatives.
Lack of engagement from schools and colleges		Use existing Careers Hub relationships with schools to engage, ensure schools are engaged as early as possible after grants are issued

Public Sector Equality Duties (if appropriate to this item)

11. Full Equality Impact assessment was carried out as part of the main Careers Hub business case. Support within this funding is targeted at those who face additional barrier to progression including equality groups.

Climate change implications (if appropriate to this item)

12. All funded projects are required to ensure that 'green' skills and careers education, information advice and guidance outcomes and outputs are embedded within the project delivery and evaluation. This funding will be aligned to the Green Futures Fund with shared and coordinated outcomes and outputs.

The funding will support the delivery of the Climate and Ecological Strategy and Action plan by delivering against the following actions:-

- Supporting young people to access green jobs, delivering green careers advice to school aged children and young people ensuring young people have access to relevant work experience and training opportunities.
- Provide residents access to volunteering opportunities in nature recovery project and the natural environment jobs market.

Strategic communications planning (if appropriate)

13. No implications relevant to this paper

Economic (and other) Impact Assessment (if appropriate to this item)

14. No implications relevant to this paper as included in main business case for Careers Hub.

Procurement & Commercials (if appropriate to this item)

15. This will be commissioned through the Grants process in consultation with the Grants team.

Finance Implications

16. Finance updates relating to the Delivery Fund are provided through the Combined Authority Highlight Report for the Careers Hub. This funding is from the Careers and Enterprise Company and we have a yearly award of funding.

(Finance advice given by: Martyn Davies Date – 20th July 2023)

Legal Implications:

17. No implications relevant to this paper

Human Resources Implications:

18. No implications relevant to this paper

Recommendation(s):

As above

