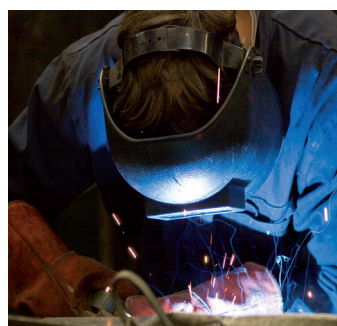


D2N2 PROVIDER CHARTER



Derby
Derbyshire
Nottingham
Nottinghamshire

THE UK'S MOST
INSPIRATIONAL
POSTCODE

FOREWORD

Today's economy and people's lives are rapidly changing. Rapid technological developments are resulting in the creation of innovative products with shorter product life cycles and shorter lead-in times. The challenges and consequences of this are increased requirements for higher level skills and business productivity across Derby, Derbyshire, Nottingham and Nottinghamshire.

The conclusion of the OECD (2012) is clear: economies where there is a good match between the skills that people have to offer and those that employers demand are more productive. Where the match is good, everybody wins.

Across the D2N2 area our providers have recognised that they cannot function completely independently. This 'Provider Charter' is testament to their desire to work alongside of D2N2 in partnership to help bring about new jobs, skills and economic growth. It is a commitment towards working together closely to build a coherent set of requirements and solutions to skill shortage and job creation at a local and regional level.

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| Signature 1 | Signature 2 | Signature 3 | Signature 4 |

Disclaimer

This Charter contains information relating to training and skills within the D2N2 LEP area. The information is not advice, and should not be treated as such.

You should not rely on the information in the Charter as an alternative to advice from an appropriately qualified professional. Nor should the information within the Charter be taken as a recommendation or endorsement of any specific provider. If you have any specific questions about the quality of provision you should conduct your own checks or consult an appropriately qualified professional.

INTRODUCTION

To achieve the ambitions of the D2N2 Strategic Economic Plan the infrastructure and conditions that will support business, enterprise and employment growth need to be created. Essential to this is a fit-for-purpose skills and training system that ensures our people are properly prepared for work, which enables employers to access the skilled workers they need and supports people, including our most disadvantaged individuals, to develop their skills and employability to gain, retain and enhance employment and earnings.

Greater employer ownership of skills and training is essential to drive enterprise, jobs and growth within the D2N2 area. This Charter demonstrates a commitment from training and skills providers working within the region to align their skills offer to match employer need and demand with the aim of creating a sustainable market for skills development within the region that:

- Continually adapts to drive enterprise and growth
- Produces high quality training provision
- Creates more opportunities for young people
- Is less reliant on government intervention
- Deepens engagement between business and training providers

This approach is essential to realising the ambition set out in the D2N2 Skills for Growth Strategy and the target of creating 55,000 jobs in D2N2 by 2023.

This will be achieved by working together in four key areas that address the six key priorities, which underpin the Skills for Growth Strategy:

| | |
|---|---|
| Employer and Sector Led Demand | <ul style="list-style-type: none">• Develop Sector Growth Agreements for each D2N2 Key Sector• Improve Business Leadership and Management Skills |
| Apprenticeships and Traineeships | <ul style="list-style-type: none">• Promote Apprenticeships and Traineeships |
| Employability of all Young People | <ul style="list-style-type: none">• Foster Enterprise, Entrepreneurial Behaviour, Career Adaptability and Resilience• Raise the Visibility of and Access to Careers Insights |
| Graduate Recruitment and Retention | <ul style="list-style-type: none">• Promote Graduate Recruitment and Facilitate Graduate Retention in the Region |

EMPLOYER AND SECTOR LED DEMAND

Employers and employees know what training is best for them. Working together in partnership with employees, trade unions, colleges, training providers, sector led organisations and industry membership bodies, employers should be driving the design and delivery of skills solutions to develop their skills base to enable them to compete locally, nationally and globally.

D2N2 will:

- Support Colleges and training providers to engage effectively in the emerging training and skills landscape by facilitating discussions and feedback to Government.
- Collaborate effectively with existing agencies, initiatives and resources to enhance what is working and avoid duplication.
- Maximise the resources available for skills (both capital and delivery), ensuring it is directed to meet current and future employer need and demand.
- Ensure employer-led sector task groups and the resultant sector skills action plans inform the commissioning of future skills funding opportunities.
- Facilitate greater engagement with micro, small and medium sized enterprises to ensure the skills offer is open to all employers in the region.
- Develop a conduit to inform and update providers on future employer and sector skills demand.
- Showcase successful practice to help remove barriers and inform and challenge other providers raise the bar.

Providers will:

- Develop and deliver provision that is aligned to employer and sector demand based on the recommendations of sector skills action plans.
- Effectively engage with employers and sector groups to address skills shortages and areas of emerging need.
- Ensure that all senior and relevant operational staff have a good understanding of D2N2 key priority sectors, and those of the D2 Employment and Skills Board and N2 Skills and Employment Board and understand how their work contributes towards the outcomes in the Skills for Growth Strategy.
- Ensure Governing Boards /Corporations have a thorough understanding of D2N2 key priority sectors, and those of the D2 Employment and Skills Board and N2 Skills and Employment Board and Growth Plans, particularly the 'Skills for Growth Strategy'.
- Identify, where relevant a named contact within the organisation to act at the 'main point of contact' for employer led sector task groups to ensure channels of communication remain open.
- Carry out business planning, giving due prominence to relevant sector skills action plans when planning provision to ensure that provision is aligned to economic growth priorities.
- Share in-year and historical performance data to inform the implementation of the sector skills action plans and future commissioning of skills programmes. Particularly:
 - Apprenticeship performance (overall and by priority sector)
 - Traineeship performance (overall and by priority sector)
 - Workplace learning (overall and by priority sector)
 - D2N2 Employer engagement (overall and by priority sector)
- Commit to increasing the levels of engagement and activity within the D2N2 strategic priorities and areas of economic focus and working with D2N2 to define what this will look like.

This will:

- Result in a reduction of D2N2 employers reporting a skills mis-match of existing and potential employees.

APPRENTICESHIPS AND TRAINEESHIPS

Apprenticeships and Traineeships are at the heart of Government policy. The programmes are concerned with bringing together individuals, who are motivated and working hard to develop themselves; with employers, who are investing in their own success whilst supporting a programme with wider social and economic value.

D2N2 will:

- Facilitate and promote the development of Apprenticeships and Traineeships to achieve higher-level skills and improve social mobility.
- Develop and deliver an Apprenticeship Growth Plan.
- Facilitate greater engagement with micro, small and medium sized enterprises to ensure Apprenticeships and Traineeships are available to all employers in the region.
- Promote and support the Apprenticeship Hub model across the D2N2 area to increase uptake of both programmes.
- Work through employer-led sector task groups to ensure that Apprenticeships are developed in line with employer and sector demand, leveraging in support of existing and new Government programmes to support development.
- Promote development of Higher Level Apprenticeships, leveraging in support of existing and new Government programmes to support development.
- Introduction of employer incentive schemes to promote the uptake of Apprenticeships and Traineeships.

Providers will:

- Prioritise the delivery of Apprenticeships and Traineeships, working with employers to ensure these meet employer need.
- Share in-year and historical performance data to inform the implementation of the sector skills action plans and future commissioning of skills programmes. Particularly:
 - Apprenticeship performance (overall and by priority sector)
 - Traineeship performance (overall and by priority sector)
- Work collaboratively to drive up standards and increase levels of co-investment helping to create a sustainable market for skills development within the area.
- Encourage Board members and Governors to become Apprenticeship and Skills Champions to help raise demand within their respective sectors.
- Encourage staff, where appropriate to become Apprenticeship and Skills Champions to help raise demand within their respective sectors.
- Embrace, promote and enter skills competitions as a way of enhancing excellence in workplace skills through competition.
- Promote, organise and run 'Have-A-Go' skills experiences to allow young people to try a range of work-based skills and discover new interests and talents.

This will:

- Result in an increase in Apprenticeship starts and successful completions in D2N2 key priority sectors, and those of the D2 Employment and Skills Board and N2 Skills and Employment Board.
- Result in an increase in Traineeship starts and successful completions in D2N2 key priority sectors, and those of the D2 Employment and Skills Board and N2 Skills and Employment Board.

EMPLOYABILITY OF ALL YOUNG PEOPLE

Many young people are leaving school and college with serious shortfalls in their employability skills. The Confederation of British Industry (CBI) report that over two thirds of employers want to see the development of employability skills among young people at school and at college made more of a priority.

D2N2 will:

- Ensure that all young people in the region are aware of and informed about the importance of employability skills.
- Ensure that all young people in the region are informed about enterprise, entrepreneurship and career insights.
- Develop and implement an 'Employability Framework' that will provide a common standard of work preparation for all young people.
- Create an integrated package of support 'Escalator to Employment' to link each school to local employers through new and existing initiatives.
- Provide a strategic link with the National Careers Service to explore new ways of monitoring progress across the region.
- Work to develop a conduit where providers knowledge and experience of employability and careers resources can support careers education activities in schools.

Providers will:

- Ensure that information, advice and guidance is given impartially and is in the best interests of the individual to whom it is given.
- Undertake that information, advice and guidance is linked to the D2N2 strategic priorities and areas of economic focus.
- Work within the 'Employability Framework' to ensure that all young people are suitably prepared for the world of work.
- Ensure that employability skills are embedded within all provision delivered to young people within the area.
- Engage with and help support the 'Escalator to Employment' initiative to ensure that all young people are suitably prepared for the world of work.
- Embrace, promote and enter skills competitions as a way of enhancing excellence in workplace skills through competition.
- Promote, organise and run 'Have-A-Go' skills experiences to allow young people to try a range of work-based skills and discover new interests and talents.

The will:

- Result in a reduction in employers reporting employability skills as a barrier to employing young people.

GRADUATE RECRUITMENT AND RETENTION

Graduates and graduate level skills are an important part of the D2N2 economy. Increasing levels of graduate recruitment and retention will help to deliver the aspirations set out within the 'Strategic Economic Plan' and 'Skills for Growth Strategy' particularly in relation to a more resilient, knowledge intensive, higher skilled economy.

D2N2 will:

- Promote graduate recruitment and facilitate graduate retention in the area.
- Work with Universities, Colleges and Higher Apprenticeship providers to promote a recruitment offer to all employers in the area.
- Devise and implement a graduate internship incentive to encourage companies to create relevant internship opportunities for their business.
- Promote and provide access to employers to develop additional Higher Apprenticeship provision in the area.

Providers will:

- Commit to working with relevant employers to develop and deliver Higher Apprenticeship programmes to up-skill their workforce.
- Share in-year and historical performance data to inform the implementation of the sector skills action plans and future commissioning of skills programmes. Particularly:
 - Higher Apprenticeship performance (overall and by priority sector)
 - Support graduate internships and placement activity by assessing their own operations and identifying suitable opportunities.
- Share best practice on graduate recruitment, internship and higher-level work placement activities.
- Explore relevant funding streams to help support graduate internship activity.

This will:

- Result in an increase in Higher Apprenticeship starts and successful completions.
- Result in an increase in graduate retention within the D2N2 area.

COMMITMENT

By signing the Provider Charter providers have made a commitment to provide D2N2 with relevant organisational information in a timely manner that will allow D2N2 to monitor performance against the outcomes and outputs contained within the Skills for Growth Strategy and the wider Strategic Economic Plan.

Data should be submitted at least on an annual basis and providers should review and refresh their commitment to the Provider Charter on an annual basis, usually at the beginning of each calendar year.

The information collection portal is situated on the D2N2 website at: www.d2n2lep.org/providers

Categories of the types of information required are identified below:

- General organisational information
- Contact details for relevant operational staff
- Contact details for relevant 'board level' representative
- Ofsted judgements
- FE Choices verdicts
- Relevant student success measures
- Overall funding grant amounts and amounts spent in D2N2
- Number of employers working with and number in D2N2
- Levels of activity within D2N2 priority sectors

In return D2N2 will provide:

- Aggregated and provider level information across the LEP area in relation to performance against targets within the Skills for Growth Strategy.
- Aggregated and provider level information across the LEP area in relation to performance within the D2N2 priority sectors.
- Relevant and timely Labour Market Intelligence to allow providers to plan appropriately and accordingly.
- Access to insights and outcomes from priority sector employer task groups.
- Assurance that the Provider Charter will be appended to all D2N2 LEP specifications with the expectation that providers should have signed up to the Charter if they are to bid for D2N2 LEP commissioned education and skills programmes.

Supports and is committed to the D2N2 Provider Charter.

We agree to be bound by the commitment to help deliver the Skills for Growth Strategy and to ensure that our organisational activities are consistent with, and in the spirit of the activities set out within this Charter.

Provider Signatory:

Name of Signatory:

Position:

Date:

D2N2 Signatory:

Name of Signatory:

Position:

Date:

Contact Particulars:

| | |
|---------------------------------------|--|
| Provider Strategic Lead Contact Name: | |
| Email: | |
| Telephone: | |

| | |
|------------------------------------|--|
| Provider Operational Contact Name: | |
| Position in Organisation: | |
| Email: | |
| Telephone: | |

| | |
|---------------------------|--|
| D2N2 Contact Name: | |
| Position in Organisation: | |
| Email: | |
| Telephone: | |

KEY STAKEHOLDERS



D2N2 is the Local Enterprise Partnership (LEP) for Derby, Derbyshire, Nottingham and Nottinghamshire. Local Enterprise Partnerships are locally owned partnerships between local authorities and businesses. They play a central role in deciding local economic priorities and undertaking activities to drive economic growth and create local jobs.

D2N2 is one of the largest LEPs in England covering an area with a population of over 2 million people and economic output of over £36 billion. Our vision is to make our area one of the strongest and most resilient economic regions in the UK. Our purpose is to support and encourage economic growth in the D2N2 region. Our ambition is to be one of the most respected LEPs, known for our professionalism and effectiveness.

www.d2n2lep.org

D2N2 Provider Advisory Board is a strategic body made up of members from the Top 10 providers delivering D2N2 priority sector provision (Skills Funding Agency contracts), Top 10 providers of training for the unemployed and upskilling those in work (European Social Fund programmes) over the last five years, the LEP areas three main universities, and provider representative groups. The Provider Advisory Board is a conduit for information exchange with the D2N2 Skills Commission. Membership of the Board is reviewed on an annual basis and the inaugural board is hosted and chaired by EMFEC.



EMFEC is a membership body with charitable status, which provides umbrella services for colleges and providers in the Further Education sector. We support our members and the wider sector to operate effectively, act collaboratively and achieve excellence in all that they do.

We provide a wide range of high quality services and impartial support to colleges, training providers and partners within the sector. Our services included knowledge sharing; networking opportunities; professional development; projects; conferences; facilitation of collaborative work; procurement and educational support.

www.emfec.co.uk

www.d2n2lep.org

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 @D2N2LEP

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