

**DfE - Remit and Responsibilities of Skills Advisory Panels** . (extract from the SAP Role and Governance, Dec 2018).

**We expect Skills Advisory Panels to have an advisory role with regard to their LEP or MCA with the following responsibilities:**

**1. Provide a strong leadership role** on skills in the local area, engaging with employers and providers and providing skills advice to the accountable board of the LEP or MCA.

**2. Developing a clear understanding of current and future local skills needs** and local labour market as well as the present skills and employment support provision in the local area.

We expect Skills Advisory Panels to do this by:

- producing robust and authoritative evidence-based skills and labour market analysis which clearly identifies existing local skills and employment challenges, and identifies key areas of future needs relating to projected local employment growth areas
- developing a sophisticated understanding of both the local labour market and skills provision in the local area, the extent to which labour mobility within, or into, a local economy can address skills needs, and the projected gaps between skills needs and skills provision
- building knowledge of the range of both local, regional and national employment provision that exists or is planned
- presenting the analysis at board level and sharing it with the wider employer and provider communities to ensure that their perspective on the local labour market and local employment and skills system is reflected in the prioritisation the board takes forward
- providing analysis to inform the development and the implementation of the 'People' element of Local Industrial Strategies

**3. Building on this high quality analysis** to develop a clear approach to addressing skills and employment challenges within the local area, including by looking ahead to likely skills priorities in the coming decade.

We expect Skills Advisory Panels to do this by:

- building an understanding of the local area across a range of partners including employers (SME and larger employers from across the private and public sectors), all types of providers and other key partners (including the community & voluntary sector) to agree shared approaches to addressing the challenges the analysis has identified
- working with the LEP or MCA to develop the 'People' element of the Local Industrial Strategy 8

**4. Understanding the wider dependencies in the local area** and working together with other parts of the LEP or MCA to:

- link them to the skills and employment analysis as well as strategic plans
- ensure the 'People' element of the Local Industrial Strategy is integrated effectively with the wider work of the LEP or MCA

**5. Acting as co-ordinator of local skills providers.**

We expect Skills Advisory Panels to do this by:

- fostering co-operation between providers in mix of provision
- actively working with a range of local providers (Further Education, Higher Education and independent) to plan for how the skills needs are to be met
- encouraging local providers to reflect the Skills Advisory Panel analysis when planning for T Levels implementation and delivery, and for the Skills Advisory Panel analysis to inform the investments that are made in the provider base to prepare for T Levels roll-out .

**6. Working closely with careers advisory services** (National Careers Service and Careers Enterprise Company) to ensure that potential learners are informed about potential career routes within a local area, and that all careers information and guidance is informed by up-to-date local labour market information.

This will involve Skills Advisory Panels working with:

- the Careers & Enterprise Company's Enterprise Advisor Network, based in LEPs, to ensure that the Skills Advisory Panel analysis is shared through the network and informs the activities they support locally
- the National Careers Service area-based contractors to ensure that Skills Advisory Panel analysis is embedded into advice and guidance given to adults

**7. Raising the profile of apprenticeships with local employers and providers.**

**8. Advising where skills and labour market resource should be directed** to support local employers and residents, using its understanding of existing employment support provision in the local area and the needs of the local labour market. 9. Sharing analysis and best practice, as widely and transparently as possible, with central government and other Skills Advisory Panels to learn from each other and tackle wider skills challenges.