

ANNEX A SKILLS ACTION PLAN UPDATE DECEMBER 2017

The Skills Plan establishes the rationale for intervention and provides a strategic framework to focus resources and strategic decision-making. Broad action areas are identified where the Marches LEP has a lead role to play in partnership with key stakeholders including employers, local authorities and providers of education and training. The Skills Action Plan will be a live document that is reviewed and updated regularly to ensure it remains relevant to the local context and that resources are deployed where there is the greatest need for intervention and to maximise opportunities for growth. Six broad action areas have been identified as a focal point for the LEP to play a role in facilitating investment and activity in over the next three years.

A1: ATTRACT AND RETAIN TALENT	This action area establishes the potential to develop a live, work, study and invest proposition for the Marches to help maintain the working age population. A decreasing pool of working age residents poses a substantial threat to the economic performance of the Marches which could widen the productivity gap as businesses struggle to recruit. Employment forecasts identify that demand for workers will rise between 2012 and 2022. The main urban centres of the Marches need to fulfil their potential as nodes of economic and cultural activity. These centres have a key role to play in attracting and retaining higher skilled individuals and their families to the sub-region. Key Actions delivered in the last 12 months:				
ACTION AREA	ACTION	RESPONSIBLE PARTNERS	KEY TASK	DATE ACTIONED	ACTIONED/IN PROGRESS
A1: ATTRACT AND RETAIN TALENT	Meeting to explore the development of Higher Education (HE) in the Marches LEP Region. <i>(See also A3 below)</i>	Harper Adams University, New Model in Technology and Engineering, University Centre Shrewsbury, Staffordshire University, University of Wolverhampton and the Marches LEP	<ul style="list-style-type: none"> To set up the Marches LEP Skills Board Higher Education Group 	<ul style="list-style-type: none"> Group set up on 5th July 2017 2nd meeting held on 10th August Next meeting to be held on 14th December 	<p>ACTIONED</p> <p>ACTIONED</p> <p>ACTIONED</p>
A1: ATTRACT AND RETAIN TALENT	Develop bids for Higher Education to grow the Higher Education offer in the Marches region.	Marches LEP Skills Board Higher Education Group.	<ul style="list-style-type: none"> To explore Feasibility funding To share collaborative opportunities 	<ul style="list-style-type: none"> Initial discussions at August HE Group meeting To further explore January - March 2018 	<p>ACTIONED</p> <p>In progress</p>
A1: ATTRACT	To support priority sectors/development	Marches LEP Skills Board Higher Education Group.	<ul style="list-style-type: none"> To explore joint funding opportunities 	<ul style="list-style-type: none"> Discussed at 10th August HE Group 	ACTIONED. Further

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AND RETAIN TALENT	clusters.	Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> Annual review of information on the universities individual offers to be presented at the August HE meeting. 	<ul style="list-style-type: none"> meeting. To be further discussed at the 14th December 2017 HE Group meeting. Individual presentations given at the HE Group meeting on 10th August 2017. 	<p>exploration ongoing.</p> <p>ACTIONED. To be reviewed in August 2018.</p>
A1: ATTRACT AND RETAIN TALENT	To explore areas for collaborative working.	Marches LEP Skills Board Higher Education Group. Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> To develop a priority list of areas to work in collaboration 	<ul style="list-style-type: none"> To be tabled at the HE meeting on 14th December 2017 	ACTION DATE - 14th December 2017
A1: ATTRACT AND RETAIN TALENT	Joint Calendar of Events.	Marches LEP Skills Board Higher Education Group. Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> To produce a joint calendar of events 	<ul style="list-style-type: none"> January – March 2018 	ACTION DATE - 14th December 2017
A1: ATTRACT AND RETAIN TALENT	Meeting to explore the development of Further Education (FE) in the Marches LEP Region. <i>(See also A3 below)</i>	All College Principals in the Marches LEP region, the 3 Local Authorities Skills Leads and the Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> To agree allocated time slot to follow on from the Shropshire, Wrekin Association of Colleges (SWAOC) meetings on a bi-monthly basis commencing January 2018. 	<ul style="list-style-type: none"> 19th October 2017 	ACTIONED. First meeting slot allocation 11th January
A1: ATTRACT AND RETAIN TALENT	To promote KEEN and all Apprenticeships up to Higher Level Apprenticeships to	Business Board Chairs and Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> Skills Board Round Table Events to be held geographically i.e. Herefordshire, Shropshire and Telford & Wrekin and to be 	<ul style="list-style-type: none"> First event -Telford and Wrekin Business Board on 4th October 2017 	ACTIONED

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	employers.		chaired by the Business Board Chairs for each area.	<ul style="list-style-type: none"> Herefordshire Business Board on Thursday 15th March 2018 	Date arranged - 15th March 2018
	Media campaign to promote all apprenticeships including Higher Level	MLEP Skills Board Chair, Marches LEP Skills Project Manager, Aggie Caesar-Homden, BeBold PR & Media and the Local Authority Skills Leads Group.	<ul style="list-style-type: none"> To organise media campaign and ongoing work programme 	<ul style="list-style-type: none"> From January 2018 	
A1: ATTRACT AND RETAIN TALENT	Further develop the Skills Portal to showcase skills provision and opportunities to young people, parents, teachers, advisors and community groups.	Marches LEP Skills Project Manager, Aggie Caesar-Homden, Marches Skills Provider Network (MSPN) - Paul O'Neill and KENZO (Skills Portal Site Developers)	<ul style="list-style-type: none"> MSPN collated original data/updates and forwarded to the Marches LEP Skills Project Manager for actioning Marches LEP Skills Project Manager to co-ordinate updates from MSPN, Colleges and Universities monthly 	<ul style="list-style-type: none"> Completed October 2016 Monthly - ongoing 	ACTIONED In Progress
	Promote the Skills Portal	All Stakeholders and Partners	<ul style="list-style-type: none"> Links to be created to the Skills Portal from Stakeholders and Partners websites 	<ul style="list-style-type: none"> Requested - to chase at the Skills Board meeting on 14th December 2017 	In progress
	Promote aspirations and local opportunities for local careers to school and college students in Telford and Wrekin	Telford and Wrekin Council	<ul style="list-style-type: none"> Prepare and deliver a presentation for all schools, Training Providers and Colleges to use with students outlining the local economic picture, current skills levels and gaps and the potential for careers with new local inward 	<ul style="list-style-type: none"> Completed June 2017 Annual Refresh 	ACTIONED To be refreshed annually and shared with providers

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A2: CAREERS ADVICE AND GUIDANCE

This action area seeks to ensure that schools and colleges in the Marches provide a comprehensive and high-quality careers advice and guidance service which provides clear guidance on the routes to education, training and employment.

The Careers and Enterprise Company (CEC) is a national network set up to inspire and prepare young people for the world of work. Their aim is to connect schools and colleges, employers and careers programme providers to create high-impact careers opportunities for young people across England. In 2015/16 the CEC funded several organisations to deliver programmes in the Marches LEP region:

- **WorldSkills UK**, Championing the Way – to deliver Skills Competitions to thousands of young competitors as an opportunity to be recognised as the best in their vocational skill area.
- **Founders4Schools**, Raising Career Aspirations - to provide teacher training workshops to teachers of Year 9 and 10 students in secondary schools in the areas with the lowest number of STEM graduates. Workshops will provide materials and deliver training to 3 teachers per school on how to get local business leaders visit the teacher's classroom as role models to help bring to life subjects.
- **St Helens Chamber**, Your Future Careers Fairs - to deliver Careers Fairs across the Marches LEP region, providing young people with 'encounters' and 'information', motivating, inspiring, and enabling them to engage more proactively with future careers guidance, resulting in better 'buy in' to their individual careers advice plan.
- **Engineering Development Trust** - to provide a range of accredited STEM enrichment activities to students through its Industrial Cadets programme whilst also providing young learners with exciting and enriching hands on activity days within the school/college environment through First Edition STEM days.
- **Mentor Link** - to provide mentoring support to children at risk of disengaging prior to GCSE with the aim of improving their self-esteem and engagement in learning. The 39-week, weekly, 1-1 mentoring programme is for young people in years 8-10 and targets individuals based on academic performance, behaviour, engagement, self-esteem, relationships, and deprivation.

Telford & Wrekin Council continue to deliver the 'Life Ready Work Ready Programme' brokering links between schools and employers to create work experience, enhance access to employment, and grow apprenticeships. This includes pre-15 activities with a focus on parental engagement to improve parental involvement in education and raise awareness of career choices. Other activities include the development and launch of a business school connector site to improve joint working. The first TEENTech event was held at Enginuity, Ironbridge for schools and businesses. Over 250 young people attended with their teachers and over 28 national and local businesses presented tasks and challenges to promote STEM careers.

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Key Actions delivered in the last 12 months:					
ACTION AREA	ACTION	RESPONSIBLE PARTNERS	KEY TASK	DATE ACTIONED	ACTIONED/IN PROGRESS
A2: CAREERS ADVICE AND GUIDANCE	Working in partnerships with the Careers and Enterprise Company (CEC) and the 3 Local Authorities across the Marches LEP region to facilitate the comprehensive provision of Enterprise Advisors across the Marches to enhance school-business engagement.	The Careers and Enterprise Company, the 3 Local Authorities across the Marches LEP and the Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> Enterprise Co-ordinator roles have been filled by the 3 Local Authorities. Telford & Wrekin Council since January 2016 and both Herefordshire and Shropshire Councils since August 2017. 	<ul style="list-style-type: none"> January 2016 – August 2017 Monthly reporting 	<p>ACTIONED</p> <p>In progress</p>
A2: CAREERS ADVICE AND GUIDANCE	Raise awareness of the Careers and Enterprise Company (CEC) Programmes.	The Careers and Enterprise Company, the 3 Local Authorities across the Marches LEP and the Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> Telford and Wrekin – Engagement with 18 Schools/Colleges and Gatsby Benchmark Data collection has been undertaken. Shropshire and Herefordshire to report once Enterprise coordinators are embedded into the role. 	<ul style="list-style-type: none"> July 2017 Monthly reporting. Monthly reporting from September 2017 onwards 	<p>ACTIONED</p> <p>Monthly Reporting to the CEC.</p>
A2: CAREERS ADVICE AND GUIDANCE	CEC Mentoring Programme to work with Young People most at risk of disengagement pre-GCSE to encourage progression into	The Careers and Enterprise Company, the 3 Local Authorities across the Marches LEP and the Marches LEP Skills Project Manager, Aggie Caesar-	<ul style="list-style-type: none"> Mentor Link Initial meetings with Mentor Link own and the Marches LEP Skills Project Manager to understand engagement strategy and look at 	<ul style="list-style-type: none"> November 2016 7th and 11th August 2017 	<p>In Progress</p> <p>ACTIONED</p>

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	employment or training.	Homden and Mentor Link	ways of collaborative working.		
A2: CAREERS ADVICE AND GUIDANCE	To bring together schools and colleges, employers, mentoring organisations and young people to grow the number of high-quality, employer-led mentoring relationships across the Marches LEP region - X4 real life meaningful contacts per pupil per year.	The Careers and Enterprise Company, the 3 Local Authorities across the Marches LEP and the Marches LEP Skills Project Manager, Aggie Caesar-Homden and Mentor Link MLEP Business Boards	<ul style="list-style-type: none"> Meeting with Mentor Link, the Marches LEP Skills Project Manager and the 3 Local Authority Skills Leads to agree engagement strategy with schools. Telford Business Board, Skills Round Table event. Herefordshire Business Board Skills Round Table Event. Shropshire Business Board Round Table event. 	<ul style="list-style-type: none"> 6th September 2017 4th October 2017 15th March 2018 May 2018 tbc. 	<p>ACTIONED.</p> <p>ACTIONED.</p> <p>In progress.</p> <p>To be actioned.</p>
A2: CAREERS ADVICE AND GUIDANCE	Maximise use of Aspire to HE programme in Telford and Wrekin	Wolverhampton University	<ul style="list-style-type: none"> Series of programmes delivered to young people from targeted postcodes with least progression to HE in disadvantaged areas to raise aspirations to go to HE. 	<ul style="list-style-type: none"> 5-year programme 2017/18 programme to be published 	<p>ACTIONED.</p> <p>To be actioned.</p>
A2: CAREERS ADVICE AND GUIDANCE	Develop links with local employers to encourage and support relationships with schools and colleges and support on the delivery of activity within schools	Enterprise Co-ordinators, Marches LEP, Growth Hubs	<ul style="list-style-type: none"> Telford & Wrekin Council launch their Business School Connector Portal which provides an online facility for employers to link 	<ul style="list-style-type: none"> November 2017 	ACTIONED
A2: CAREERS ADVICE AND GUIDANCE	Promote Apprenticeships as a viable alternative to	Telford & Wrekin Council, University of Wolverhampton, British	<ul style="list-style-type: none"> Delivery for the 3rd consecutive year, The Apprenticeship Show, at the International Centre. Promote 	<ul style="list-style-type: none"> 8th March 2018 	In progress

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	University.	Army.	<p>across, Telford, Shropshire and the wider West Midlands.</p> <ul style="list-style-type: none"> Development and promotion of Apprenticeship Virtual Reality Tool 	<ul style="list-style-type: none"> Ongoing 	In progress
A2: CAREERS ADVICE AND GUIDANCE	Understand gaps in provision in schools and work with partners to develop activities to meet the needs.	Enterprise Co-Ordinators	<ul style="list-style-type: none"> Undertake audits within schools, develop an action plan, look for common themes and joint working opportunities. 	<ul style="list-style-type: none"> Ongoing 	In progress
A2: CAREERS ADVICE AND GUIDANCE	Raise awareness of Science, Technology, Engineering and Maths (STEM) careers	Telford & Wrekin Council, Ironbridge Gorge Museum Trust.	<ul style="list-style-type: none"> Deliver Full STEAM ahead to students in Telford & Wrekin. A full day, fully engaging event for students to try hands on activities relating to STEAM (Science, Technology, Engineering, Arts and Maths) careers. 	<ul style="list-style-type: none"> January 2018 	In progress
A2: CAREERS ADVICE AND GUIDANCE	Support schools to take part in the VEX Robotics challenge and take up the grant opportunities	Telford & Wrekin Council Enterprise Coordinator (EC), Entrust, Shropshire Council EC, VEX Robotics.	<ul style="list-style-type: none"> Support schools across Telford and Shropshire to access the funding from VEX Robotics, attend the training and engage students to build a competition robot Support VEX Robotics to deliver their national finals in Telford 	<ul style="list-style-type: none"> October / November 2017 March 2018 	ACTIONED In progress
A2: CAREERS ADVICE AND GUIDANCE	Support schools to take part in Enterprise Activities	Telford Council.	<ul style="list-style-type: none"> Provide sponsorship support for schools to take part in activities such as young enterprise and national enterprise challenge Support for National Enterprise Challenge finals to take place in Telford 	<ul style="list-style-type: none"> September 17 June 2018 	ACTIONED In progress

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A3: Priority Sector Skills Plans	<p>This action area proposes the development of a skills investment plan for each of the Marches priority sectors to include advanced manufacturing, food manufacturing and processing, and defence and cyber security, environmental technologies, digital and creative. The Skills Investment Plans will be part of a wider sector Investment Plan aimed at stimulating jobs growth and the GVA contribution of the sector. The Strategic Economic Plan data refresh and the Marches LEP Skills Plan refresh were undertaken in 2016 alongside the Skills Action Plan. Further research has been carried out in 2017 on sector data for a strategy on skills needs to inform the response to the Industrial Strategy. These areas can be broken down into the following sectors:</p> <ul style="list-style-type: none"> • Defence/Cyber Security • Agri-Tech/Food and Drink • Advanced Manufacturing and Engineering • Enviro Tech • Digital and Creative • Construction • Tourism • Professional Services • Health and Social Care <p>Growth Deal 1 Skills Capital Investment of £2.8m – Advanced Manufacturing Hubs in Bridgnorth, Shropshire and Herefordshire. Further details in Appendix B</p> <p>Growth Deal 3, Skills Capital Investment £2.7m - Skills for our Future Workforce across Telford & Wrekin, Shropshire and Herefordshire. Draft Funding Agreements being processed. Spend deadline 31st March 2018. Further details in Appendix B.</p> <p>Key Actions delivered in the last 12 months:</p>				
ACTION AREA	ACTION	RESPONSIBLE PARTNERS	KEY TASK	DATE ACTIONED	ACTIONED/IN PROGRESS
A3: Priority Sector Skills Plans	Invite Post-16 and HE providers to reflect in their Strategic Plans how their provision meets LEP priorities and	Marches LEP Skills Board Higher Education (HE) Group, Marches LEP Further Education (FE) Group, Private training	<ul style="list-style-type: none"> • To develop a priority list of areas for working in collaboration (HE Group) 	<ul style="list-style-type: none"> • To be tabled at the HE meeting on 7th December 2017 	In progress.

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	the Industrial Strategy. (See also A1 above)	providers, the Marches LEP Skills Project Manager, Aggie Caesar-Homden and the 3 Local Authority Skills Leads.	<ul style="list-style-type: none"> To attend Shropshire and Wrekin Association of Colleges meeting to explore the development of Further Education (FE) in the Marches LEP Region (FE Group). Agreed for the Marches LEP Team to present to this group and invite all FE training providers in the MLEP area to further explore 	<ul style="list-style-type: none"> 19th October 2017 Presentation to the 11th January SWAOC meeting 	<p>ACTIONED.</p> <p>In progress.</p>
A3: Priority Sector Skills Plans	Growth Deal 1 - Advanced Manufacturing Hubs Skills Capital investment. (See A5 below)	Marches LEP Skills Project Manager, Aggie Caesar-Homden and successful bidders listed in A5 below	<ul style="list-style-type: none"> Procurement and contract process Outputs monitored termly from 31st January 2018 (See Appendix B for Outputs) 	<ul style="list-style-type: none"> Contracts awarded July - September 2016. Outputs monitored until 31st March 2021 	<p>ACTIONED.</p> <p>Ongoing., in progress.</p>
A3: Priority Sector Skills Plans	Growth Deal 3 - Skills for our Future Workforce. IT Infrastructure. (See A5 below)	Marches LEP Skills Project Manager, Aggie Caesar-Homden and successful bidders listed in A5 below.	<ul style="list-style-type: none"> Draft Funding Agreements drawn up - X1 contracted, X3 others in progress Outputs monitored termly from 31st March 2018 	<ul style="list-style-type: none"> July 2017 - to date (underway) Spend deadline 31st March 2018 Outputs monitored from 31st March 2018 	<p>In progress</p>

A4: Innovation This action seeks to stimulate entrepreneurship and innovation as a mechanism for growing employment and productivity.

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	<p>Opportunities to enhance activity, particularly within the Marches priority and enabling sectors, will be explored. Developing enterprise skills amongst young people through initiatives with schools, colleges and universities to develop a feedstock of young entrepreneurs. Enhancing digital technology skills to enable individuals and businesses to compete effectively in technologically driven markets. (See A3 above - Growth Deal 3 Funding).</p> <p>Key Actions delivered in the last 12 months:</p>				
ACTION AREA	ACTION	RESPONSIBLE PARTNERS	KEY TASK	DATE ACTIONED	ACTIONED/IN PROGRESS
A4: Innovation	Enhance the capacity of the Growth Hub to support businesses to innovate and take up the latest ideas and technologies.	The Marches Growth Hubs, the Marches LEP Growth Hub Yasmin Sulaman, Business Support Officer, and the Marches LEP Skills Project Manager, Aggie Caesar-Homden	<ul style="list-style-type: none"> Information sharing opportunities to explore collaborative working regarding skills Workshops/training for delivery of information and dissemination events 	<ul style="list-style-type: none"> Initial conversation 24th August 2017. To progress from March 2018 onwards From March 2018 onwards 	In progress
A4: Innovation	Enhance digital technology skills to enable individuals and businesses to compete effectively in technologically driven markets. (See A3 above)	Marches LEP Skills Project Manager, Aggie Caesar-Homden and successful bidders listed in A5 below	<ul style="list-style-type: none"> Draft Funding Agreements drawn up – X1 contracted, X3 others in progress Outputs monitored monthly from 31st March 218 	<ul style="list-style-type: none"> July 2017 – to date. Spend deadline 31st March 2018 From 31st March 2018 – 31st March 2021 	In progress

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	address the skills gaps and supporting Governing Bodies		offering in the Marches LEP Region <i>(See A3 above)</i>	Spend deadline 31st March 2018	
A5 - Apprenticeship Strategy	To hold events to increase uptake of Apprenticeships	All Partners including recipients of Growth Deal funding	<ul style="list-style-type: none"> National Apprenticeship Week events. Local Authority events - apprenticeship show, Telford Apprenticeship roadshows in Shropshire run by County training Upskill Shropshire- brokerage support for businesses looking to engage with apprenticeships 	<ul style="list-style-type: none"> March 2018 Skills Leads to provide dates 8 March 2018 November 2017 Ongoing 	<p>To progress.</p> <p>ACTIONED.</p> <p>In progress.</p>
A5 - Apprenticeship Strategy	Skills Support for the Workforce programme	Marches Local Enterprise Partnership Skills Project Manager – Aggie Caesar-Homden, X3 Local Authority Skills Leads, Education and skills Funding Agency and Riverside Training	<ul style="list-style-type: none"> Tripartite meetings with SFA, Marches LEP and Riverside Training monthly to monitor contract Stakeholder meetings Outputs listed in Annex B 	<ul style="list-style-type: none"> Contract awarded 22nd November 2016. Monthly Meetings. Bi-monthly 	<p>ACTIONED.</p> <p>In progress - ongoing</p>

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	<p>This action recognises the support needed to enable residents and workers to realise their skills potential and access employment. Target groups include NEET individuals, unemployed, under-employed, those with disabilities, those with English as a Second Language, and older workers. From a supply perspective, the Marches need to ensure education and training offer matches the local labour market to provide residents with the opportunity to enhance their skills. Clear progression pathways need to be in place to enable low skilled/low paid workers to progress to attain higher skills/higher pay. This includes ensuring that effective information advice and guidance is in place, for young people as well as adults, to facilitate upskilling, reskilling and support for lifelong learning to help provide a more flexible workforce.</p> <p>Key Actions delivered in the last 12 months:</p>				
ACTION AREA	ACTION	RESPONSIBLE PARTNERS	KEY TASK	DATE ACTIONED	ACTIONED/IN PROGRESS
A6 - Widening Participation and Access to Employment	Not in Education, Employment or Training (NEET) Support Contract – delivering activity to support young people who are NEET or in danger of becoming NEET	The Skills Funding Agency, X3 Local Authority Skills Leads, Interserve and the Marches LEP Skills Project Manager - Aggie Caesar-Homden	<ul style="list-style-type: none"> Contract awarded to Interserve. Tripartite meetings with Skills Funding Agency, Marches LEP and Interserve monthly to monitor delivery against contract. (Outputs listed in Annex B) 	<ul style="list-style-type: none"> Commenced 4th July 2016 From 5th July onwards until end of contract Quarterly – next meeting January 11th 	<p>ACTIONED.</p> <p>In progress – monthly monitoring.</p> <p>In progress – quarterly.</p>
A6 - Widening Participation and Access to Employment	Skills Support for the Workforce programme	Marches Local Enterprise Partnership Skills Project Manager – Aggie Caesar-Homden, X3 Local Authority Skills Leads, Education and skills Funding Agency and Riverside Training	<ul style="list-style-type: none"> Tripartite meetings with SFA, Marches LEP and Riverside Training monthly to monitor contract Stakeholder meetings – to be arranged by Riverside Training. Outputs listed in Annex B 	<ul style="list-style-type: none"> Contract awarded 22nd November 2016. Monthly Meetings. Bi-monthly 	<p>ACTIONED.</p> <p>Awaiting progress by Riverside Training</p>



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