

SUBJECT:	Strategic Lead for Youth Enterprise and Skills
MEETING:	Individual Cabinet Member Decision – Cllr Sara Jones
DATE:	27th November 2019
DIVISION/WARDS AFFECTED:	All

1. PURPOSE:

- 1.1 To request approval to re-purpose the current Youth Enterprise Manager role into a Strategic Lead for Youth Enterprise and Skills.

2. RECOMMENDATIONS:

- 2.1 To approve the re-purposing of the Youth Enterprise Manager role into a Strategic Lead for Youth Enterprise and Skills.
- 2.2 To approve the increase in salary for the re-purposed role from Grade J to Grade K in line with the associated additional responsibilities.

3. KEY ISSUES:

- 3.1 Previously part of a wider Youth Services offer, the more distinct skills and employment focussed element of the youth services became part of the Council's Monmouthshire Business and Enterprise offer in 2016, and was re-branded as Youth Enterprise. Over the last two years, the two service teams have synergised and significant value has been added. Youth Enterprise has expanded as additional grant funded opportunities have been accessed due to the direct link to business and industry partners that the Monmouthshire Business and Enterprise team have been able to offer. As a result, Youth Enterprise are now not only unearthing opportunities for Monmouthshire's young people and adults that would have been previously out of reach but the team have also become more deeply embedded in the Council, working across the Enterprise and Community Development Service area, and others, providing an additional, much needed and previously unavailable, layer of support for citizens.
- 3.2 Youth Enterprise deliver a wide range of programmes focussed on developing the skills and employment potential of participants, and reducing the risk of disengagement from those already in education, employment or training (NEET). Youth Enterprise work directly with young people and adults to provide appropriate interventions and engagements to help clients/participants achieve this, details of which and the current staffing structure can be found in Appendix A: Youth Enterprise Current Work Plan and Staffing Structure.
- 3.3 Whilst the Youth Enterprise Manager is currently managing a range of programmes a need has been identified for an enhanced role, a Strategic Lead for Youth Enterprise and Skills. This augmented role (see Appendix B: Job Description Strategic Lead for Youth Enterprise and Skills) will ensure delivery of the current range of programmes whilst taking advantage of the unique skills set of the current post holder, who will take on additional responsibilities which will include:
- Leading, developing and coordinating a new Apprenticeship, Graduate and Internship programme for the Authority in conjunction with People Services;
 - Providing strategic guidance on the regional skills agenda and coordinating regional internships, apprenticeships and skills opportunities, representing the Authority at a local, regional (to include Cardiff Capital Region) and national level,

deputising for the Chief Officer for Enterprise/Head of Enterprise and Community Animation as needed.

- Representing the Authority as a Director of Y Prentis, the Authority's jointly owned Apprenticeship Company.
- Working cross directorate to develop and coordinate an entrepreneurship culture within Monmouthshire's schools and assist in embedding enterprise within the curriculum.

3.4 The enhanced role of the Strategic Lead for Youth Enterprise and Skills will ensure that the Authority has a clear lead for this area of work, which is currently picked up by several officers amongst their existing activities, resulting in missed opportunities for the Authority and Monmouthshire's young citizens.

4. **EQUALITY AND FUTURE GENERATIONS EVALUATION (INCLUDES SOCIAL JUSTICE, SAFEGUARDING AND CORPORATE PARENTING):**

4.1 Summarised below for Members' consideration from Future Generations Evaluation located in Appendix C: The proposal seeks to address a strategic deficit to increase participation in regional and national skills priorities and activities whilst addressing the need to coordinate and deliver an apprenticeship framework for the Authority.

5. **OPTIONS APPRAISAL:**

5.1 An options appraisal has been undertaken in Table One below.

Table One: Options Appraisal

Option	Benefits	Risks	Comments
Do nothing	None identified	Lost opportunity to help raise young people's aspirations & opportunities for skills development.	Continuing disjointed delivery leading to further missed opportunities.
Enhanced role: Strategic Lead for Youth Enterprise and Skills	<ul style="list-style-type: none"> • Development and coordination of a new & much needed Apprenticeship, Graduate & Internship programme; • Providing strategic guidance on the regional skills agenda and coordinating internships, apprenticeships & skills opportunities; • Director of Y Prentis, the Authority's jointly owned Apprenticeship Company; • Developing & coordinating an entrepreneurship culture within Monmouthshire's schools & assisting in embedding enterprise within the curriculum. 	Continuing disjointed delivery leading to further missed opportunities.	<p>Meets corporate objectives:</p> <ul style="list-style-type: none"> • Reducing inequality; • Delivering a sustainable & resilient organisation

6. REASONS:

- 6.1 Although the Youth Enterprise team deliver on the Council's NEET Agenda at a local level, their work also aligns with the skills for the future agenda at a regional and national level. The Cardiff Capital Region (CCR) Skills Partnership has brought together a wide range of stakeholders, including businesses; industry bodies; higher and further education institutions; training providers; schools; local authorities and the Welsh Government. Its goal is to develop the social and economic potential of the CCR, supporting people and businesses to deliver a high performing prosperous region that stimulates inward investment therefore providing employment opportunities for Monmouthshire's young adults.
- 6.2 Currently the Authority is under represented at this strategic level with Officer Attendance at meetings limited according to when diaries allow. A designated Strategic Lead for Youth Enterprise and Skills will ensure that the Authority has a voice and an opportunity to access research and to participate in regional engagement activities, to ensure Monmouthshire's young people have the best opportunity to develop high skills to future ready their careers.
- 6.3 In addition, the lead coordinating role for apprenticeships will ensure that the Authority has an opportunity to 'grow their own' by offering opportunities which will not only address issues of recruitment and succession planning but also assist in building a sustainable organisation for the future.

7. RESOURCE IMPLICATIONS:

- 7.1 The increase in Grade from SCP J to SCP K will result in an additional cost of £5090 annually which will be managed from within the existing Youth Enterprise revenue budget and therefore will not result in any additional funding requirement from the Authority.

8. CONSULTEES:

Departmental Management Team
Head of People Services
Senior Leadership Team; and
Cabinet

9. BACKGROUND PAPERS:

- a) Appendix A – Youth Enterprise Current Work Plan and Staffing Structure.
- b) Appendix B – Job Description Strategic Lead for Youth Enterprise and Skills
- c) Appendix C - Future Generations Evaluation

10. AUTHOR:

Cath Fallon – Head of Enterprise and Community Animation

11. CONTACT DETAILS:

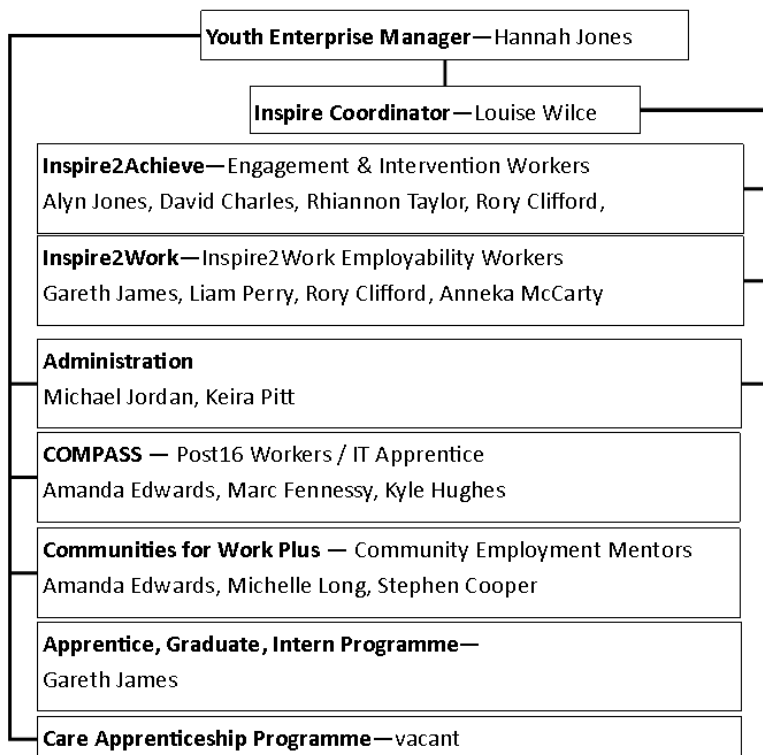
Email: cathfallon@monmouthshire.gov.uk
Tel: 07557 190969

Appendix A: Youth Enterprise Current Work Plan and Staffing Structure

Programme:	Client Group	Outcomes	Target (lifetime of project)	Actual to 09/19
Inspire2Achieve (April 2016 – Dec 2021)	Young people most at risk of becoming NEET in KS3 and KS4 (identified by EIT)	Enrolments	787	406
		Participants gaining qualifications	174	120
		Participants entering further education or training	79	78
		Participants at reduced risk of NEET	394	188
Inspire2Work (Feb 2017 – Dec 2022)	Unemployed young people aged 16 to 25 in receipt of unemployment benefits	Enrolments	500	173
		Participants gaining qualifications	130	30
		Participants entering further education or training	50	14
		Participants entering employment (16hrs +)	125	52
Communities for Work Plus (April 2018 – Mar 2021)	Aged 16+, either unemployed, in low paid employment, or 'at risk of poverty'	Engagements	120	133
		Participants entering employment (16hrs +)	59	45
COMPASS 1/4/19	Young people aged 11-25 at risk of becoming homeless	Engagements	42	25
		Gaining qualifications	30%	0
		Reduced risk of homelessness	50%	0

NEET Agenda / EPC Function Annual Target (2018)	School leavers (Year 11, 12 and 13)	NEET Leavers Y11	1.2% (9)	1.6% (12)
		NEET Leavers Y12	1.2% (5)	0.2% (1)
		NEET Leavers Y13	1.9% (8)	1.4% (6)
Apprentice, Graduate, Intern Strategy	All	Create apprentice, graduate and intern opportunities	90 (over 3 years)	15 apprentices, 6 graduates, 1 intern
Care Apprenticeships (Starting 11/19)	All	Create MCC apprenticeships in care sector	6	0
		Create private apprenticeships in care sector	6	0

STAFF STRUCTURE



Appendix B

MONMOUTHSHIRE COUNTY COUNCIL Enterprise

ROLE TITLE: Strategic Lead for Youth Enterprise and Skills

POST ID: LYW001NM

GRADE: Band K SCP 39 - 43

SALARY: £41, 675 - £45, 591

HOURS: 37 hours a week

LOCATION: Usk
The authority operates an agile working policy and staff will be required to work in agile manner across the county of Monmouthshire as per the needs of the service. Unfortunately no disturbance mileage will be payable for any re-location of the office base.

RESPONSIBLE TO: Head of Enterprise and Community Animation

WELSH LANGUAGE ASSESSMENT:

Welsh language skills are desirable. You may be required to learn or improve your existing skills through attending staff Welsh language training funded by the council. This will be implemented if a need for Welsh language skills in the role arises.

SAFEGUARDING:

Safeguarding and Child and Adult Protection are key priorities for the Council. We aim to support children and adults at risk to be as safe as they can and to fulfil their potential. All Council employees and volunteers are responsible for playing their part in the well-being, safety and protection of children and adults at risk. All employees and volunteers will be trained to the appropriate level of safeguarding and have a duty to fulfil their personal responsibilities for safeguarding.

Our Purpose:

Youth Enterprise is an integral part of the Business and Enterprise team at Monmouthshire County Council. We work with young people and adults across the county supporting them into education, employment and training. We engage with the business sector, offering advice and support and help create local employment and enterprise opportunities.

Main Purpose of the Post

- To lead, develop and coordinate a new Apprenticeship, Graduate and Internship programme for the Authority in conjunction with People Services.

- To directly line manage the Youth Enterprise team, to take responsibility for the coordination and development of the team in line with strategic priorities and funding streams.
- To provide strategic guidance on the regional skills agenda and coordinate internships, apprenticeships and skills opportunities, representing the Authority at a local, regional (to include Cardiff Capital Region) and national level, deputising for the Chief Officer for Enterprise/Head of Enterprise and Community Animation as needed.
- To represent the Authority as a Director of Y Prentis, the Authority's jointly owned Apprenticeship Company.
- To directly manage the Youth Enterprise Budget and secure new funding streams for youth programme and to support the skills agenda.
- To support and enable the development and sustainability of the team and projects.
- To develop policy and procedures where appropriate, and supporting compliance as well as good practice.
- To develop and sustain the EPC (Engagement and Progression Coordinator) function within the Local Authority and to monitor the YEPF (Youth Engagement and Progression Framework Action Plan).
- To monitor and review the Monmouthshire NEET Reduction Strategy in line with national, regional and local policies and strategies
- To invigorate enterprise activities by engaging schools, colleges, universities, businesses, youth associations and support agencies
- To engage young people with the business sector, provide inspirational talks, offer advice and support and with a view to creating local employment, internship, apprenticeship and entrepreneurial opportunities.
- To work with the business transformation team to develop and coordinate an entrepreneurship culture within Monmouthshire's schools and assist in embedding enterprise within the curriculum.

Your responsibilities are:

1. To lead, manage and development the Youth Enterprise and skills agenda for the Authority.
2. To operationally manage the Youth Enterprise team and support them to deliver a high quality service.
3. To source additional income to grow skills and youth enterprise opportunities, support the overall budget and allocated budgets within the designated project areas.
4. To work collaboratively with internal and external partners to enhance opportunities in education, employment and training for young people and adults.
5. Consider all aspects of Youth Enterprise including the NEET (not in education, employment and training) agenda and develop projects that are accessible and fit for purpose, and working with partners and communities to ensure NEET prevention is high on everyone's agenda.

6. To direct and support the team in working with young people and adults, particularly those most vulnerable, to provide an appropriate intervention to engage and sustain education, employment and training.
7. Work closely with contract providers to ensure that projects are effectively performing, meet targets/outcomes and monitor finances.
8. To develop frameworks, policies and procedures to support the delivery of a high quality service.
9. To prepare and present briefings and reports to a range of audiences, for example elected members, stakeholders etc.
10. To ensure all staff have the opportunity for appropriate training and to actively participate in training when required.
11. To Chair the Post 16 Steering Group, a performance group, which reports to the Programme Board and then to the Public Service Board.
12. Working as part of the Monmouthshire Business and Enterprise Team, promoting and proactively developing best practice in economic growth and enterprise whilst achieving business targets.
13. To be the Designated Safeguarding Lead for the Enterprise Directorate

PERSON SPECIFICATION

1. Education/Qualification/Knowledge

- 1.1 Professional qualification in youth and community work or other relevant field.
- 1.2 Prepared to undertake, or have achieved, NVQ level 4 in Business/Entrepreneurship, or other similar qualifications or have equivalent relevant experience.
- 1.3 Current Driving Licence

2. Experience

- 2.1 Experience of all aspects of staff management including supervision, check in check out, development.
- 2.2 Experience of effective inter-agency and inter departmental working. development.
- 2.3 Experience of working with young people and adults, especially those most vulnerable.

3. Competencies

3.1 Engage young people and adults at risk effectively and professionally in order to utilise their own skills to progress into education, employment or training.

3.2 Ability to prepare and present reports and briefings for a range of audiences.

3.3 Ability to make informed decisions

3.4 Ability to use performance management information to support the management and development of scheme of work.

3.5 Ability to deal with situations in which there is conflict or challenge and to achieve a successful resolution.

3.6 Enabling others through management, supervision, consultation, practice teaching or direct contribution to training and development.

3.7 Effective written and verbal communication.

3.8 Calm balanced decision maker who can work under pressure and deal with difficult situations.

4. Aptitude and Skills

4.1 Experience of having contributed to or led on the development of plans, frameworks and strategies.

4.2 Commitment to ensuring that performance management information, both formal and informal is collected, analysed and utilised to improve service delivery.

4.3 Demonstrate evidence of a commitment to delivering high quality services.

4.4 Demonstrate ability to develop policies and procedures and ensure their compliance.

4.5 Evidence an ability to work on own initiative and to organise workloads for self and others.

5. Equal Opportunities

5.1 Able to demonstrate a clear understanding of equal opportunities principles and practice and a commitment to their effective implementation in a Business and Enterprise context.

6. Special Circumstances

6.1 Appointment to this post will be subject to an Enhanced Disclosure Check with the Criminal Records Bureau.

Here's what we can provide you with:-

- Full support of manager and team members
- Full range of training and CPD opportunities
- Laptop and mobile phone
- Nominated supervisor for regular support

Our organisational values are:

Openness: We aspire to be open and honest to develop trusting relationships.

Fairness: We aspire to provide fair choice, opportunities and experiences and become an organisation built on mutual respect.

Flexibility: We aspire to be flexible in our thinking and action to become an effective and efficient organisation.

Teamwork: We aspire to work together to share our successes and failures by building on our strengths and supporting one another to achieve our goals.

And this role, will work with Monmouthshire to achieve these.

In addition:

All employees are responsible for ensuring that they act at all times in a way that is consistent with Monmouthshire's Equal Opportunities Policy in their own area of responsibility and in their general conduct.

Appendix C



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Future Generations Evaluation (includes Equalities and Sustainability Impact)

Name of the Officer Cath Fallon Phone no: 07557 190969 E-mail: cathfallon@monmouthshire.gov.uk	Strategic Lead for Youth Enterprise and Skills
Name of Service: Enterprise and Community Animation	Date: Future Generations Evaluation 5 th November 2019

NB. Key strategies and documents that may help you identify your contribution to the wellbeing goals and sustainable development principles include: Single Integrated Plan, Continuance Agreement, Improvement Plan, Local Development Plan, People Strategy, Asset Management Plan, Green Infrastructure SPG, Welsh Language Standards, etc.




1. Does your proposal deliver any of the well-being goals below?



Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A prosperous Wales Efficient use of resources, skilled, educated people, generates wealth, provides jobs	This proposal will prepare young people for life and work by helping to raise young people's aspirations and to understand and gain the skills and behaviours needed in the workplace in order to help them sustain employment and increase earnings potential in the future.	The programme will be monitored via Economy and Development Select as part of the Youth Enterprise offer.
A resilient Wales	N/A	

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
Maintain and enhance biodiversity and ecosystems that support resilience and can adapt to change (e.g. climate change)		
A healthier Wales People's physical and mental wellbeing is maximized and health impacts are understood	The proposal will prepare young people in life skills thus maximising their mental well-being.	To ensure the Authority maintains a focus encouraging young people's participation in their future development.
A Wales of cohesive communities Communities are attractive, viable, safe and well connected	The proposal will ensure a focus on communities is maintained which has the flexibility to respond to local need.	To ensure the Youth Enterprise team continue to focus on encouraging community cohesion as one of its social drivers.
A globally responsible Wales Taking account of impact on global well-being when considering local social, economic and environmental wellbeing	The programme will work to ensure high standards are met and maintained that do not conflict with the global drivers.	Any decisions taken will take into account global and well-being issues as part of its day to day processes.
A Wales of vibrant culture and thriving Welsh language Culture, heritage and Welsh language are promoted and protected. People are encouraged to do sport, art and recreation	Equality and diversity is a cross cutting theme of the Youth Enterprise team's programme of work and as such will be integral to all aspects of delivery.	All marketing and promotional materials are produced bilingually.

Well Being Goal	Does the proposal contribute to this goal? Describe the positive and negative impacts.	What actions have been/will be taken to mitigate any negative impacts or better contribute to positive impacts?
A more equal Wales People can fulfil their potential no matter what their background or circumstances	Equality and diversity is a cross cutting theme of the Youth Enterprise team's work.	With the ability to better understand research and data there will be opportunities to target areas of the community that may not currently be aware of the opportunities to engage with local schools on this basis.

2. How has your proposal embedded and prioritised the sustainable governance principles in its development?

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 Long Term <p>Balancing short term need with long term and planning for the future</p>	The proposal aligns with the Corporate priorities to reduce inequality and deliver a sustainable & resilient organisation.	The proposal seeks to continue to raise young people's work aspirations for the future.
 Collaboration <p>Working together with other partners to deliver objectives</p>	The Youth Enterprise team work with partners on a daily basis to achieve common goals.	The Youth Enterprise offer services within the community working with partners to the benefit of young people.
 Involvement <p>Involving those with an interest and seeking their views</p>	The provision will continue to be community based and as such will be able to engage with communities at a local level and respond to localised need.	The engagement process will be constantly reviewed and evaluated to ensure the views of all those who have an interest are taken into account.

Sustainable Development Principle	Does your proposal demonstrate you have met this principle? If yes, describe how. If not explain why.	Are there any additional actions to be taken to mitigate any negative impacts or better contribute to positive impacts?
 <p>Putting resources into preventing problems occurring or getting worse</p> <p>Prevention</p>	Investing in skills is a key driver in the development of a modern knowledge-based economy and in responding and adapting to economic changes.	A national strategic approach will ensure a clear focus and alignment to national priorities.
 <p>Considering impact on all wellbeing goals together and on other bodies</p> <p>Integration</p>	The service contributes to the wellbeing goals and staff are to demonstrate and understand their input into the wellbeing goals whilst also considering the impact.	One of the key drivers of the offer is the promotion of future work opportunities and key developments will reflect that.

- 3. Are your proposals going to affect any people or groups of people with protected characteristics?** Please explain the impact, the evidence you have used and any action you are taking below. For more detailed information on the protected characteristics, the Equality Act 2010 and the Welsh Language Standards that apply to Monmouthshire Council please follow this link: <http://hub/corporatedocs/Equalities/Forms/AllItems.aspx> or contact Alan Burkitt on 01633 644010 or alanburkitt@monmouthshire.gov.uk

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
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Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Age	Consider the impact on our community in relation to this e.g. how do we engage with older and younger people about our services, access issues etc. Also consider what issues there are for employment and training.	n/a	The initiative will focus on the future work aspirations of the county's young people.
Disability	What issues are there are around each of the disability needs groups e.g. access to buildings/services, how we provide services and the way we do this, producing information in alternative formats, employment issues.	n/a	All young people regardless of disability will be encouraged to participate.
Gender reassignment	Consider the provision of inclusive services for Transgender people and groups. Also consider what issues there are for employment and training.	n/a	All young people regardless of gender assignment will be encouraged to participate.
Marriage or civil partnership	Same-sex couples who register as civil partners have the same rights as married couples in employment and must be provided with the same benefits available to married couples, such as survivor pensions, flexible working, maternity/paternity pay and healthcare insurance	n/a	n/a
Pregnancy or maternity	<i>In employment a woman is protected from discrimination during the period of her pregnancy and during any period of compulsory or additional maternity leave. In the provision of services, good and facilities, recreational or training facilities, a woman is protected from discrimination during the period of her pregnancy and the period of 26 weeks beginning with the day on which she gives birth</i>	n/a	n/a

Protected Characteristics	Describe any positive impacts your proposal has on the protected characteristic	Describe any negative impacts your proposal has on the protected characteristic	What has been/will be done to mitigate any negative impacts or better contribute to positive impacts?
Race	<i>Think about what the proposal will do to promote race equality with the aim of: eliminating unlawful discrimination, promoting equality of opportunity and promoting good relations between persons of different racial groups. Also think about the potential to affect racial groups differently. Issues to look at include providing translation/interpreting services, cultural issues and customs, access to services, issues relating to Asylum Seeker, Refugee, Gypsy & Traveller, migrant communities and recording of racist incidents etc.</i>	n/a	All young people regardless of race will be encouraged to participate.
Religion or Belief	<i>What the likely impact is e.g. dietary issues, religious holidays or days associated with religious observance, cultural issues and customs. Also consider what issues there are for employment and training.</i>	n/a	All young people regardless of religion or belief will be encouraged to participate.
Sex	<i>Consider what issues there are for men and women e.g. equal pay, responsibilities for dependents, issues for carers, access to training, employment issues. Will this impact disproportionately on one group more than another</i>	n/a	n/a
Sexual Orientation	<i>Consider the provision of inclusive services for e.g. older and younger people from the Lesbian, Gay and Bi-sexual communities. Also consider what issues there are for employment and training.</i>	n/a	All young people regardless of sexual orientation will be encouraged to participate.
Welsh Language	<i>Under the Welsh Language measure of 2011, we need to be considering Welsh Language in signage, documentation, posters, language skills etc. and also the requirement to promote the language.</i>	n/a	All marketing and promotional materials will be produced bilingually.

- 4. Council has agreed the need to consider the impact its decisions has on important responsibilities of Corporate Parenting and safeguarding. Are your proposals going to affect either of these responsibilities?** For more information please see the guidance <http://hub/corporatedocs/Democratic%20Services/Safeguarding%20Guidance.docx> and for more on Monmouthshire's Corporate Parenting Strategy see <http://hub/corporatedocs/SitePages/Corporate%20Parenting%20Strategy.aspx>

	Describe any positive impacts your proposal has on safeguarding and corporate parenting	Describe any negative impacts your proposal has on safeguarding and corporate parenting	What will you do/ have you done to mitigate any negative impacts or better contribute to positive impacts?
Safeguarding	<i>Safeguarding is about ensuring that everything is in place to promote the well-being of children and vulnerable adults, preventing them from being harmed and protecting those who are at risk of abuse and neglect.</i>	<i>n/a</i>	The Strategic Lead has been trained to the appropriate level of safeguarding and has a duty to fulfil their personal responsibilities for safeguarding.
Corporate Parenting	<i>This relates to those children who are 'looked after' by the local authority either through a voluntary arrangement with their parents or through a court order. The council has a corporate duty to consider looked after children especially and promote their welfare (in a way, as though those children were their own).</i>	<i>n/a</i>	<i>n/a</i>

5. What evidence and data has informed the development of your proposal?

This report is founded upon the following:

- The team work to deliver the NEET Agenda at a local level, their work also aligns with the skills for the future agenda at a regional and national level.

6. SUMMARY: As a result of completing this form, what are the main positive and negative impacts of your proposal, how have they informed/changed the development of the proposal so far and what will you be doing in future?

The proposal seeks to address a strategic deficit to increase participation in regional and national skills priorities and activities whilst addressing the need to coordinate and deliver an apprenticeship framework for the Authority.

7. ACTIONS: As a result of completing this form are there any further actions you will be undertaking? Please detail them below, if applicable.

What are you going to do	When are you going to do it?	Who is responsible	Progress
Submission of ICMD	November 2019	Cath Fallon	Awaiting approval

8. MONITORING: The impacts of this proposal will need to be monitored and reviewed. Please specify the date at which you will evaluate the impact, and where you will report the results of the review.

The impacts of this proposal will be evaluated on:	On going
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9. VERSION CONTROL: The Future Generations Evaluation should be used at the earliest stages of decision making, and then honed and refined throughout the decision making process. It is important to keep a record of this process so that we can demonstrate how we have considered and built in sustainable development wherever possible.

Version No.	Decision making stage	Date considered	Brief description of any amendments made following consideration
1	ICMD	27 th November 2019	<i>Initial proposal to be approved</i>

