

Appendix 2 - City Employment and Skills Recovery – Action Plan

| Objective 1. Supporting jobs – Interventions supporting young people into education, training, work and apprenticeships that lead to a decline of NEETs and youth unemployment in the city | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 1A Local employer participation with the Kickstart Scheme and creation of meaningful opportunities resulting in young people moving into sustainable work | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 1.1. | Implementation of the Kickstart scheme in the City | <ul style="list-style-type: none"> The scheme successfully embedded with employers and gateway organisations creating opportunities which lead to sustainable employment. | DWP | March 2021/ongoing |
| 1.2 | Brighton and Hove City Council commence engagement with Kickstart | <ul style="list-style-type: none"> The council is participating in the Kickstart Scheme and creating opportunities across the council which lead to sustainable employment. | BHCC | June 2021/ongoing |
| 1B Local implementation of the expanded youth offer | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 1.3 | Following recruitment of additional staff, the Youth Offer programme is introduced to all young people in the city. | <ul style="list-style-type: none"> The timescales/milestones in the programme are achieved. Young people successfully transition into appropriate opportunities by the end of the 13 week programme. Reporting on participants and supporting interventions who remain unplaced at the end of week 13. | DWP | December 2020 – December 2023 |

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| 1C | Establish a physical and virtual Youth Employment Hub in the city | | | |
| | Actions | Outcomes | Lead | Timescales |
| 1.4 | An application is submitted to the DWP's Flexible Support Fund for funding to open a Youth Employment Hub in the city | <ul style="list-style-type: none"> Application approved and plans for the Youth Employment Hub can be progressed. (Followed by the development of new actions and outcomes) | BHCC/DWP | January 2021 and ongoing |
| 1D | Creation of new high quality Traineeship opportunities in the city aligned to occupational standards to support progression into apprenticeships and sector specific jobs | | | |
| | Actions | Outcomes | Lead | Timescales |
| 1.6 | Collaboration to link Traineeships with local labour markets, Jobcentre Plus and local careers advisors.(Providers to be announced Winter 2021) | <ul style="list-style-type: none"> Recruitment to quality traineeships completers move into apprenticeships or sustainable employment in the city. | ALSP Citywide | March 2021/ongoing |
| 1E | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 1.7 | Ongoing regular reporting of participation and outcomes of the Kickstart Scheme, Youth offer, Traineeships | <ul style="list-style-type: none"> Young people move into sustainable work/decline in youth unemployment in the city | ALSP/DWP City wide | Ongoing |

| Objective 2. Supporting jobs - Local delivery of National Careers Service and Job Centre plus interventions that support people into work and lead to a decline of unemployment in the city and support sector skills gaps. | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 2A | High quality careers, information, advice and guidance is delivered to the unemployed and economically inactive seeking employment, utilising labour market information to respond to local sector demand. | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.1 | Local intelligence to be provided by the NCS for general clients and priority groups to inform the local response and recovery planning. | <ul style="list-style-type: none"> Increased collaboration between stakeholders to align CIAG to local skills requirements and move clients into sustainable work. | NCS/ALSP | February 2021 and ongoing |
| 2B | Deliver sector based skills academy offer which responds to local employer demand for skills | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.2 | Implement and continuously review a relevant and response sector based skills academy offer | <ul style="list-style-type: none"> High take up of the offer - DWP clients move into sectors where there is labour demand. | DWP | January 2021 and ongoing |
| 2C | Maximise the city's use of the Flexible Support Fund to fund projects or interventions that move people closer to employment | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.3 | Work with partners to scope projects to utilise the Flexible Support Fund (FSF) and ensure work coaches are identifying barriers which can be addressed through this funding | <ul style="list-style-type: none"> Projects are funded which build capacity where it is needed and improve outcomes for city residents, particularly those disadvantaged in the workplace. FSF funding enables residents to move into sustainable employment. | DWP | January 2021 and ongoing |
| 2D | Enhance local workforce capacity to support delivery | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.4 | Additional work coaches are recruited in Brighton and Hove and the Job Centre Plus offer is available to all clients | <ul style="list-style-type: none"> Unemployed residents are receiving the support they are entitled to in line with | DWP | January 2021 and ongoing |

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| | | national guidelines. For example – Youth Offer | | |
| 2E | Local implementation of the JETS Work and Health Programme | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.5 | Intelligence on JET’s participants is shared in order for ALSP to support DWP with interventions to support these clients | <ul style="list-style-type: none"> JETs participants move into employment and do not become long-term unemployed transfer into the mandatory work and health offer at 24 months | DWP | March 2021 and ongoing |
| 2.6 | Provide intelligence on the change in cohort accessing the Work and Health Programme pre-post Covid Changes | <ul style="list-style-type: none"> Interventions to support clients who have moved onto the Work and Health Programme due to the impact of Covid on employment opportunities in the city. | DWP Maximus | March 2021 and ongoing |
| 2F | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 2.7 | Ongoing regular reporting of participation and outcomes | <ul style="list-style-type: none"> Decline in unemployment across all age groups, increase participation in sectors with recruitment challenges | NCS/DWP/ALSP City wide | March 2021 and ongoing |

| Objective 3. Supporting jobs – High quality apprenticeships that meet employer skills requirements and provide progression pathways for residents | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| To continue to facilitate increased take up and promotion of interventions which increase high quality apprenticeships including collaboration with providers and businesses to plan for future skills needs | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 3.1 | Promote the new Levy transfer pledge to employers and broker local arrangements | SME's in the city benefit from the Levy transfer and create new apprenticeship opportunities | BHCC/SCTP | June 2021 |
| 3.2 | Identify the impact on apprenticeship starts and completers in the city during the pandemic | Establish baseline to monitor impact of interventions going forward | BHCC/SCTP | March 2021 |
| Monitoring and Reporting – including steps taken to enhance digital inclusion | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 3.3 | Ongoing regular reporting of participation and outcomes | Increased participation in apprenticeships which meet employers needs to make progress towards pre-pandemic levels | ALSP | March 2021 and ongoing |
| Objective 4 - Accredited Adult Learning Programmes meet employer skills requirements and provide progression pathways for residents | | | | |
| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 4A | Make the new level 3 offer available, varied and accessible to residents in the city and delivered by local providers (where possible) | | | |
| | Actions | Outcomes | Lead | Timescales |
| 4.1 | Identify providers who will be delivering the Level 3 offer from April 2021 and promote to support recruitment | <ul style="list-style-type: none"> The offer and list of local providers is communicated to partners in the city and widely publicised to residents | SCTP ALSP Networks | April 2021 – December 2023 |
| 4B | Seek opportunities to introduce skills bootcamp programmes | | | |
| | Actions | Outcomes | Lead | Timescales |
| 4.3 | Seek to respond to funding bids launched during the national roll-out of the skills bootcamp programme | <ul style="list-style-type: none"> Digital Skills Academy offer is available to city residents from April 2021 Residents benefit from future bootcamp programmes | BHCC SCTP | January 2021 to December 2022 |

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| 4B | Providers to work together to effectively utilise the Adult Education Accredited Learning Budget ensuring a varied and relevant curriculum offer with strong progression routes and pathways and for learners | | | |
| | Actions | Outcomes | Lead | Timescales |
| 4.4 | The ESFA provider network plan their accredited learning offer for 2021/22 considering impact of pandemic on demand | <ul style="list-style-type: none"> A local offer that provides progression routes and meets local skills requirements | ALSP Networks | February 2021 and ongoing |
| 4E | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 4.5 | Ongoing regular reporting of participation and outcomes across all actions | <ul style="list-style-type: none"> Decline in unemployment across all age groups Increased take up of adult education provision that supports progression and leads into employment | NCS/ALSP City wide | April 2021 and ongoing |

| Objective 5 - Access funds that facilitate the delivery of employment and skills interventions in the city, and deliver projects that support the Grow Back Greener Strategy | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 5A | Development and delivery of Decarbonisation Academy Pilot project in partnership with Coast to Capital LEP | | | |
| | Actions | Outcomes | Lead | Timescales |
| 5.1 | Programme scoping with all partners involved in the academy | <ul style="list-style-type: none"> To be determined following scoping | C2C | April 2021 ongoing |
| 5B | Deliver social housing decarbonisation retrofit programmes for homes and buildings at scale, working with LEP, academics and leading community sector providers in our area. | | | |
| | Actions | Outcomes | Lead | Timescales |
| 5.2 | Council house retrofit programme recommendations awaiting approval. | <ul style="list-style-type: none"> Longer term impact on local jobs at delivery stage. Interim outcomes to be determined | BHCC | Summer 2021 |
| 5C | Deliver public sector decarbonisation scheme to fund energy efficiency and low carbon heat upgrade measures (subject to successful funding bid) | | | |
| | Actions | Outcomes | Lead | Timescales |
| 5.3 | Awaiting outcome of consultancy element of The Public Sector Decarbonisation Scheme | <ul style="list-style-type: none"> tbc | BHCC | March to September 2021 |
| 5D | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 5.4 | Ongoing regular reporting of participation in projects related to employment and skills that support the Grow Back Greener Strategy | <ul style="list-style-type: none"> Upskilling and re-skilling of residents | BHCC | 2021-2023 |

| Objective 6 -Implement T Levels and Further and Higher Education reforms in the city | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 6A | Ensure the infrastructure is in place to deliver T Levels in the city by September 2023 when T Levels become a mainstream offer for eligible 16 - 19 providers (note roll out to all providers from September 2024) | | | |
| | Actions | Outcomes | Lead | Timescales |
| 6.1 | Work with providers to ensure the T Level offer is aligned and locally available. | <ul style="list-style-type: none"> All T Levels that can be delivered (those introduced in 2020/21) are available and accessible to learners from 2023. | BHCC Post 16 providers | April 2021 ongoing |
| 6.2 | Review feasibility of introducing T Levels being introduced in 2022/23 being delivered by a local provider with a good/outstanding Ofsted rating. | <ul style="list-style-type: none"> A local provider registers intention to deliver. | BHCC Post 16 providers | April 2021 ongoing |
| 6B | Engage with and respond to Department of Education consultation Level 2 and 3 curriculum reviews | | | |
| | Actions | Outcomes | Lead | Timescales |
| 6.3 | Respond to post 16 Level 3 curriculum review consultation and develop further actions in response to the impact of the recommendations and implementation | <ul style="list-style-type: none"> Response to consultation provided Further outcomes to be determined following final recommendations | BHCC | January 2021 and ongoing |
| 6C | Be an early adopter of Higher Technical Qualifications | | | |
| | Actions | Outcomes | Lead | Timescales |
| 6.4 | Prepare for Level 4 and 5 Higher Technical Qualifications (HTQ's) – Digital route starting in 2022 | <ul style="list-style-type: none"> These qualifications are available in the city at the earliest opportunity post 2022. | BHCC Post 16 providers | May 2021 and ongoing |
| 6D | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 6.5 | Ongoing regular reporting of progress. | <ul style="list-style-type: none"> T Levels are introduced in the city at the earliest opportunity (2022) | BHCC/post 16 providers | May 2021 and ongoing |

| Objective 7 - Effective support is in place to address barriers for residents who are facing inequality in accessing the labour market due to race, disability or homelessness/insecure housing | | | | |
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| It is acknowledged that residents can face significant, multiple and complex barriers which impact upon their ability to access and sustain employment. In response to this, the action plan supporting this objective will be further developed in consultation with stakeholders. | | | | |
| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 7A | Make progress in supporting all age groups with a disability to access pathways to employment and sustain paid work | | | |
| | Actions | Outcomes | Lead | Timescales |
| 7.1 | Develop intelligence regarding residents in the city who require support to move into employment i.e. education leavers | <ul style="list-style-type: none"> • A benchmark and narrative to provide a framework for planning and action. • Interventions that support people to move towards employment including non-accredited learning, training and voluntary work | ALSP Networks | May 2021 and ongoing |
| 7B | Ensure appropriate provision and pathways for residents who are homeless or in supported accommodation | | | |
| | Actions | Outcomes | Lead | Timescales |
| 7.2 | Develop intelligence regarding the provision and pathways for individuals who require support due to homelessness or insecure accommodation. | <ul style="list-style-type: none"> • A benchmark and narrative to provide a framework for planning and action. • Interventions that support people to move towards employment including non-accredited learning, training and voluntary work. | ALSP Networks BHT Commissioning Southdown | May 2021 and ongoing |
| 7C | Make progress in supporting BAME residents to access pathways to employment and sustain paid work including appropriate ESOL provision and pathways for migrant learners | | | |
| | Actions | Outcomes | Lead | Timescales |
| 7.3 | Develop intelligence regarding residents in the city who will require support to move into employment | <ul style="list-style-type: none"> • A benchmark and narrative to provide a framework for planning and action. • Interventions that support people to move towards employment including non- | ALSP Networks | May 2021 and ongoing |

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| | | accredited learning, training and voluntary work. | | |
| 7D | Ensure appropriate community learning provision pathways for residents requiring first step confidence building pathways, digital, maths, English and family learning | | | |
| | Actions | Outcomes | Lead | Timescales |
| 7.4 | Mapping and review of current and planned community learning offer to identify gaps and progression pathways | <ul style="list-style-type: none"> ESFA Funding is effectively utilised to delivery community learning which enables residents to enhance their economic and social wellbeing Community learning is accessible across the city Increased connectivity and partnership working between established and new providers. | ALSP Networks | April 2021 |
| 7E | Monitoring and Reporting – including steps taken to enhance digital inclusion | | | |
| | Actions | Outcomes | Lead | Timescales |
| 7.5 | Ongoing regular reporting of progress. | <ul style="list-style-type: none"> Interventions are introduced which remove barriers and increase participation. | BHCC/ALSP | May 2021 and ongoing |

Objective 8 - A varied career education and experience of the world of work offer is available to all young people in the city

Note: Please include measures that address digital exclusion and increase digital inclusion

8A Supporting young people in education to find out about and gain more experience of the world of work in order to make informed choices about their future education and career choices

| | Actions | Outcomes | Lead | Timescales |
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| 8.1 | Participation and engagement in the Enterprise Adviser Network and Coast to Capital Careers Hub to support achievement of the Gatsby Benchmarks | All maintained schools and eligible FE providers: <ul style="list-style-type: none"> • Access to an Enterprise Advisor • Have a current Careers Strategy in line with Department of Education/Ofsted Careers Policy • Make progress in achieving the Gatsby Benchmarks – monitored through Compass and Compass Plus • Regularly engagement with the Brighton and Hove Career Leader Network | BHCC/C2C - Enterprise Co-ordinator | February 2021 and ongoing |
| 8.2 | Eligible colleges continue to utilise industry placement funding to create meaningful local placements | <ul style="list-style-type: none"> • Evidence of an increasing number of students accessing placement opportunities and evidence of the industry sector diversity | BHCC GB MET Varndean College DV8 | March 2021 and ongoing |
| 8.3 | Local and regional labour market information is linked to education and employment opportunities | <ul style="list-style-type: none"> • Bespoke sector events promoting local & regional opportunities to enhance awareness for all i.e. What Next Sussex – NHS – Hospitality – Digital | BHCC/C2C - Enterprise Co-ordinator | February 2021 and ongoing |

| 8B Monitoring and Reporting – including steps taken to enhance digital inclusion | | | | |
|---|--|--|-------------|------------------------|
| | Actions | Outcomes | Lead | Timescales |
| 8.4 | Ongoing regular reporting of progress. | <ul style="list-style-type: none"> • Young people progress into post 16 education with a line of sight into work • Young people move into sustainable work/apprenticeships/traineeships • Decline in youth unemployment in the city • Sectors with demand for workers are recruiting from education leavers. | BHCC/C2C | March 2021 and ongoing |

| Objective 9 - Effective oversight and monitoring of funding streams which provide employability related support and services | | | | |
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| Note: Please include measures that address digital exclusion and increase digital inclusion | | | | |
| 9A Identify the impact on local services due to the cessation of significant funding streams including EU ESF Funding and take mitigating action | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 9.1 | Identify employability projects and services supported by external funding streams | <ul style="list-style-type: none"> • A summary of services, funding value/ funding sources/end dates is collated. | BHCC | April 2021 |
| 9.2 | Prior to the end of funding a summary impact assessment is prepared which details the impact of the funding ending on service users. | <ul style="list-style-type: none"> • Action to mitigate the loss of service to be taken – redirection of service users to alternative providers – application to alternative funding sources | BHCC/ASLP/ providers | April 2021 and ongoing |
| 9B Monitoring and Reporting – including steps taken to enhance digital inclusion | | | | |
| | Actions | Outcomes | Lead | Timescales |
| 9.3 | Monitoring and reporting | <ul style="list-style-type: none"> • Oversight at a city level of the impact of funding on services and intelligence to support targeted funding bids to meet gaps • Intelligence contributes to a city wide evidence base to underpin funding available through the new UK Shared Prosperity Fund | BHCC/ALSP | April 2021 and ongoing |

