

Report Title:	Governance of the Enterprise Adviser Network Programme
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Introduction

This paper provides an overview of the governance requirements of the Skills 360° Board with respect to the Enterprise Adviser Network (EAN) programme delivered by Coast to Capital LEP.

This paper includes information regarding the Skills 360° Board's responsibilities in regard to the governance of the EAN programme. It also sets out how reporting into the Skills 360° Board will be undertaken, by whom and when to ensure that the Skills 360° Board is able to meet its responsibilities.

Governance Responsibilities

The recent Skills 360° Board paper which described the Skills Priorities for the Coast to Capital area identifies 'a need to take a greater role in coordinating all age careers advice and raising the aspirations of young people. This includes a particular need to undertake robust careers guidance around technical education including Apprenticeships and T Levels, as well as supporting the development of the adult workforce and retention of the older workforce'.

Following on from a recent internal review of the Enterprise Adviser Network (EAN) service the Coast to Capital Board has tasked the Skills 360° Board to oversee the governance of the Enterprise Adviser Network.

The governance includes two main areas of responsibility for the Skills 360° Board:

- To ensure the EAN programme is delivering value for money
- To ensure the EAN programme is making a local impact

The Skills 360° Board will provide direction and, where appropriate, challenge to ensure achievement of the KPIs set out in the Grant Agreement between Coast to Capital and the Careers and Enterprise Company (CEC), which provides 50% match funding for the EAN Programme.

The Funding Agreement KPIs are set out below:

Measure	Year 1 (2018-19)	Year 2 (2019-20)
Enterprise Adviser Network status Based on June 2018 claims and EAN returns	<p>At least 65 mainstream schools and 10 colleges in the network, of which at least 65 schools and 10 colleges of any type are matched to an EA.</p> <p>70% or higher EA satisfaction (CEC annual survey)</p> <p>70% or higher School and College satisfaction (CEC annual survey)</p>	<p>Full coverage - 65 mainstream schools and 10 colleges offered access to the network and an EA match.</p> <p>At least 65 schools and 10 colleges (of any type) matched with a similar number of EAs.</p> <p>70% or higher EA satisfaction (CEC annual survey)</p> <p>70% or higher School and College satisfaction (CEC annual survey)</p>
Gatsby Benchmark 5 progress (Encounters with employers and employees)	<p>50% of matched institutions fully achieve the benchmark</p> <p>50% reduction of matched institutions scoring in the 0-25% achievement category for this benchmark</p>	<p>Schools/colleges in Network 2 years:</p> <ul style="list-style-type: none"> • 70% of matched institutions fully achieve the benchmark • Schools/colleges in the Network for less than 1 year: 60% achieved • No schools/colleges scoring in the 0-25% category for this benchmark
Gatsby Benchmark 6 progress (Experiences of workplaces)	<p>45% of matched institutions fully achieve the benchmark</p>	<p>55% of matched institutions fully achieve the benchmark</p>

Reporting

On a quarterly basis the EAN team will produce the following reports which the Skills 360 Board will use to assess the progress of the programme, identify any risks and implement mitigating actions:

1. Progress dashboard and written update report

The current dashboard, an example of which can be seen at Annex 1, will be reviewed to ensure that it is fit for purpose and that it highlights the progression made against the Grant Agreement KPIs. The dashboard will be accompanied by a brief narrative highlighting any significant successes, challenges and risks. Accompanying the report will be a short term (quarterly) and longer term programme plan, risk assessment and budgetary overview.

2. Case Studies

Case studies will be produced that tell a story, share good practice and include information about the impact of the programme on education providers and the businesses involved.

These case studies will be used for reporting purposes to the Skills 360 board and to the Careers and Enterprise Company and also for promotion purposes to highlight the work of the EAN programme. We will produce a case study booklet to be available on the Coast to Capital website.