

Tees Valley Employability Framework – TVEF Implementation Plan (Oct 2008-Mar 2010)

Now updated to March 2010 (original version NOVEMBER 2008, amended Jan 09)

WORKSTREAM 1 – GREATER CUSTOMER REACH

Lead Partner – LOCAL AUTHORITY – (However merged with Work-stream 2 into one working group (Chris Livingstone, Jobcentre Plus to Chair WG1) TVU Lead – Sue Hannan

Objective – ‘employment and skills partners will improve linkages with other services, such as health, social care and housing, to increase the level and effectiveness of engagement with target groups’.

Proposal	Action	Lead	Timetable (as set Nov 09)	Progress update–Jan 2009	Progress Update March 2010
<p>1.1 Develop Client Engagement Protocol</p> <p>To set out the collective commitment of all partners to develop a joined up approach to improve the engagement of workless individuals and to establish the role of each partner in this regard.</p>	<p>a) map roles of each partner</p> <p>b) clarify roles and responsibilities of each partner</p> <p>c) map resources allocated to engagement activity</p> <p>d) agree approach to future funding of engagement activity</p> <p>e) agree arrangements and protocols for joint targeting</p>	<p>WG1 (Chris Livingstone, JCP)</p>	<p>a) Mar '09</p> <p>b) Mar '09</p> <p>c) Jun '09</p> <p>d) Dec '09</p> <p>e) Nov '09</p>		<p>REF principles used for commissioning of community programmes – e.g. WNF (particularly in Middlesbrough and Stockton), using neighbourhood teams for initial engagement, working closely with other agencies (e.g. health) with encouraged use of/reward for referral to other services (incl. mainstream). Other examples include:</p> <ul style="list-style-type: none"> R&C – pilot activities in 3 Primary Schools under the Child Poverty Pilot Use of Health Centres as outreach for JCP staff Management of RIEP project on understanding the worklessness funding/provision landscape is now underway
<p>1.2 Explore the Potential for Enhanced Outreach and Case Management</p> <p>- To explore the need and demand for enhanced face-to-face outreach activity and intensive case</p>	<p>a) working group to explore potential for enhanced service</p> <p>b) if need identified develop proposal for pilot initiative in</p>	<p>WG1</p>	<p>a) Mar '09</p> <p>b) Dec '09</p>		<p>All LAs have considered and included community outreach within their WNF Commissioning (e.g. Middlesbrough Neighbourhood Gateway include JCP secondment staff) and in Darlington this continues to be delivered through Single Programme funding via WM Morrison Trust</p> <p>Jobcentre Plus now include community Outreach through Health Centres and also operate the</p>

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management/mentoring support for hard to reach individuals.	one of the local authority areas and identify funding source				Child Poverty Pilot in 3 schools in Redcar& Cleveland
1.3 Formalise Joint Working with Wider Services Explore how to engage wider services in employability agenda.	<p>a) Invite representatives of housing, health, social care, children’s services and probation to participate in working groups</p> <p>b) Explore opportunity to pilot joint assessment with one local authority and/or RSL</p> <p>c) Explore opportunities to develop protocols to link with Children’s Centres to increase engagement</p> <p>d) Put in place arrangements to explore development of joint assessment and referral arrangements with wider services</p>	WG1	<p>a) Dec ‘08</p> <p>b. Oct ‘09</p> <p>c. Jun ‘09</p> <p>d. Jun ‘09</p>	<p>a) Meetings established with Health – to attend WG1.</p> <p>d) Joint consideration underway for Aftercare project under SP bid (Jan09)</p>	<p>A)</p> <ul style="list-style-type: none"> Reps of Health, Housing and Offender Mmt now part of the wider TVEF invite list for comms events – workshops etc. Strong link have been established and are continuing to develop. There is now a Housing/Employability Working Group (led by Fabrik Housing Gp) with membership inc. all housing assocs working in Tees Valley. (Regional event June 09 led to initial meeting of TV group Nov 09) Health partnerships were strengthened through the national Fit for Work Service Application (submitted July 09) This was unsuccessful but resulted in an NHS funded TVU FFWS Pilot for South Tees (wef 1.4.10), Health Ptrs have agreed to a new Employment/Health Partnership (first meeting May2010) TVU are now part of the Regional Campus Project Group for Offender Mmnt <p>B. To be considered by the Housing/Emp Working group</p> <p>C. DWP Pilot in Redcar & Cleveland with JCP staff working in 3 Primary Schools</p> <p>D. This is developing with more cross referral to and from mainstream services, due to increased information on services available.</p>
1.4 Enhance Local Employability Planning Development of local employability plans to identify local issues and provision and to guide the co-ordination, planning	<p>a) Develop and agree template and arrangements for development of local employability plans</p> <p>b) Identification of relevant local</p>	Steering Group	<p>a) Mar ‘09</p> <p>b) Jun ‘09</p> <p>c) Dec</p>		<p>This has been overtaken by the decision to produce a Tees Valley- wide <i>Work and Skills Plan</i>, initially an interim version for 2010-11 followed by a full version for 2011-14. JSU are leading on the collation for submission to DWP by May 2010</p> <p>However some LAs have taken an optional decision to produce their own (internal) ‘W&SP’ which will dovetail with the TVU version. Darlington is well ahead in this process and has already produced a draft version and a supporting Worklessness Assessment.</p>

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and commissioning of employability services.	<ul style="list-style-type: none"> groupings to guide development of employability plans c) Development of draft local employability plans d) Local employment and skills plans presented to Employment and Skills Board e) Local employability plans used to inform planning and delivery of provision – mainstream and discretionary 		<ul style="list-style-type: none"> d) Feb '10 e) From Mar '10 	e) TVEF Document has formed the basis of/evidence for the TV Single Programme application. Jan09	
<p>1.5 Develop the Capacity of the VCS</p> <p>To ensure quality of delivery and referral mechanisms and to support to respond to national commissioning frameworks.</p>	<ul style="list-style-type: none"> a) Identify VCS representatives to be involved in working group b) Develop capacity building programme for VCS to ensure fit to respond to new national commissioning frameworks 	WG1	<ul style="list-style-type: none"> a) Immediate b) Ongoing from Mar '09 	a) VCS rep to attend WG 1 – Feb 09	<p>a) VCS providers are now part of this group (Five Lamps)</p> <p>b. Hartlepool, Middlesbrough and Stockton in particular have developed their WNF Commissioning Framework to be accessible to the Third Sector as a result of which both include a number of third sector providers. Darlington’s SP project is being delivered by a VCS provider (Morrison Trust). Redcar & Cleveland have a large number of VCS providers supporting their in-house Employability Team and have encouraged the TVU purchase of more Hanlon licences to provide additional support to VCS and bring more providers on board.</p>

WORKSTREAM 2 – A CLEAR CO-ORDINATED CUSTOMER OFFER

Objective – ‘partners will ensure greater clarity around the support available to clients and will ensure that clients are able to access via a single gateway the range of supports available. This will be underpinned by improved linkage and referral between services and a well-defined case management approach’.

LEAD – Jobcentre Plus – Chris Livingstone (Chair joint Working Group(1) covering work-streams 1&2 (TVU lead – Sue Hannan)

Proposal	Action	Lead	Timetable	Progress (to Jan 09)	Progress Update – March 2010
<p>2.1 Establish Shared Principles for Single Customer Offer</p> <p>Establish shared principles for employability services to ensure that all individuals have access to a core offer of employability and training support.</p>	<p>a) Map current client routeways, eligibility and programme content</p> <p>b) Establish shared principles for single client offer</p> <p>c) working group to identify any enhancements to services required</p>	WG1	<p>a) immediate</p> <p>b) Jun '09</p> <p>c) Sept '09</p>	<p>a)</p> <p>b)</p> <p>c) Employability services website to be pursued early 2009, via Hanlon & London models – TV leading regional approach</p>	<p>a) This is currently underway as part of the population of the Provider Portal(see c below) –led by TVU to show ALL provision available within Tees Valley (C Kenyon leading).</p> <p>The mapping of routeways exercise is being led at regional level as part of the REF T&F groups (C Danielle is TV rep)</p> <p>b) CD is lead on the regional group looking at this. We are using flexible funding to meet gaps to ensure single offer works in practice, however the overall objective should still be taken forward as more work needs to be done</p> <p>c. Development of the Employability Services website was led by T&W and launched in T&W in Jan 2010. As a result TVU team are now gathering information to populate and prepare our version (supported by Hanlon). New target date June 2010.</p>
<p>2.2 Development of a common assessment framework and action plans</p> <p>Ensure a common standard of service for all individuals by developing standardised specifications for assessment and action planning.</p>	<p>a) Develop standardised methodologies for common assessments and action plans</p> <p>b) Build standardised methodologies into existing services where possible</p> <p>c) Incorporate standardised methodologies into future commissioning of services</p>	WG1	<p>a) Jun '09</p> <p>b) ongoing</p> <p>c) from Mar '09& ongoing</p>		<p>a) Currently led by the Regional Customer Offer Group (CD rep) but more needs to be done – eg poss TV pilot?</p> <p>b) Standard terminology established across the North East as part of the Hanlon development. Now adopted across TV. This will assist assessment of distance travelled for all customers. As the majority of new projects are now on the Hanlon system, then coverage is constantly increasing</p> <p>c) Wherever possible new contracts now include a requirement to use the Hanlon data management system by all providers, e.g. WNF, SP, FFWS projects.</p> <p>NB - In addition, we have now developed a response to recession network/planning framework etc. that was formed to support the Corus situation, (led by JCP/R&C) but which could be used to respond to any other large scale redundancy situation. Provides 1:1 support for individuals both in the run up to and after redundancy. (Uses JCP 'Rapid Response' support)</p> <p>This has also been supported by a new website www.steptosuccess.co.uk which gives advice and support to individuals in coping with recession/ redundancy situations.</p>
<p>2.3 Develop an Enhanced Employability Services Menu</p> <p>Ensure the development</p>	<p>a) Identify components of enhanced employability services menu</p> <p>b) Identify gaps between enhanced</p>	WG1	<p>a) Jun '09</p> <p>b) Sept '09</p> <p>c) Dec</p>	<p>a) Employability services website will assist IAG.</p> <p>b) commissioning work to ID gaps in</p>	<p>a. Development of the (Hanlon) Empl Services website (Provider Portal) was led by T&W and launched/live there in Jan 2010. As a result TVU team are now gathering information to populate and prepare the Tees Valley site. New target date for launch June 2010</p> <p>In addition, Hanlon are also developing the Skills Matching Service and the Tees Valley Vacancy Portal. Both will operate initially across Tees Valley and ultimately link with T&W to cover the</p>

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of an enhanced employability services menu giving clients access to assessment, action planning, bespoke training, personal support, linkage to a vacancy and post employment support and development.	employability services menu and current provision c) Develop recommendations to inform future commissioning		'09	Enterprise funding Jan 09	<p>whole of the NE Region.</p> <p>b. 'In-biz' Report completed March 09 . Further work to develop the TV Business & Enterprise Framework is currently underway and will include the links between employment and self employment, indicating more we can do to encourage more new business start-ups/self employment alongside supporting and growing existing businesses.</p> <p>Mapping of provision is also underway as part of the Work & Skills Plan activities, and under a regional RIEP Project, in which Tess Valley will be included.</p> <p>c. Post employment support has been included within the SP projects across TV and links closely to the FFWS pilot project in the South Tees area.</p> <p>Future Commissioning will be influenced greatly by our Work & Skills Plan currently under development (see 1.4)</p>
<p>2.4 Enhance Job Placement and Brokerage</p> <p>Ensure that when a client is job ready all programmes provide linkage to a job via a matched vacancy/work trial.</p>	<p>a) Develop specific pilot sectoral packages for the recruitment and training of target client groups</p> <p>b) Identify opportunities such as work experience placements or work tasters</p>	WG1	a) Jun '09	<p>a) Tourism & Hosp sector gateway under active construction Jan 09</p> <p>b) eg cultural volunteering project</p>	<p>The new Tees Valley Employer Offer Forum is leading on this aspect of the TVEF through development of a 'right person, right job' approach (The group is led by JCP but includes LAs, LSC and key providers working together to develop route-ways/ placements/LEPs etc. in response to new multiple vacancies.</p> <p>a. The Tourism & Hosp sector gateway has developed into a series of route-ways (e.g. 'speedy chef') to provide key support for employers and individuals in this sector.</p>
<p>2.5 Enhance Retention and Aftercare support</p> <p>Address gap in current provision by ensuring that post employment support and development is included as part of all employability support programmes.</p>	<p>a) Develop proposal for early commissioning of enhanced retention and aftercare support to fit with existing programmes</p> <p>b) Pilot programmes commence</p>	WG1	<p>a) Mar '09</p> <p>b) Jun '09 (revised to April 2010)</p>	<p>a) Proposals for Employer Aftercare to be incl within SP bid Feb09. Customer aftercare to be incl within many WNF bids</p>	<p>a. Post employment support has been included within the SP projects across TV and links closely to the FFWS pilot project in the South Tees area.</p> <p>b. A FFWS project bid was developed and submitted through the national route. We were the only NE area in the final selection process but unfortunately were not selected. However NHS/PCT Clusters were so impressed with the bid that they awarded £200,000 to deliver a South Tees pilot covering Redcar & Cleveland and Middlesbrough areas. This will dovetail with the Tees Valley-wide SP 'In-work support' project (both go live in April 2010)</p>

WORKSTREAM 3 – A CLEAR CO-ORDINATED EMPLOYER OFFER

Objective – ‘partners will join up engagement with employers and ensure better alignment and responsiveness of the range of recruitment and skills services available’.

PROPOSED LEAD –BUSINESS LINK (Chair WG2) TVU Lead – Carol Daniell

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress Update – March 2010
<p>3.1 Develop a no Wrong Door Approach to Employer Engagement</p> <p>This will ensure access to the full range of recruitment and skills support available regardless of the employers first point of contact.</p>	<p>a) Alignment/joint working protocols for business support, train to gain and JCP recruitment services/support</p> <p>b) Integrated Employer Engagement function scoped in detail</p> <p>c) “NetWork” website complete and launched</p>	WG2	<p>a) Sept '09</p> <p>b) Jun '09</p> <p>c) Jun '09</p>	<p>a. Included via Network website</p> <p>b)</p> <p>c) Due Feb 09</p>	<p>a. Employer Offer Forum is meeting regularly and agreeing the dedicated access route to employers (with agreed points of contact). This reflects both the regional approach and the national direction relating to the Integrated Employment and Skills project.</p> <p>b. Led by the Regional group (CD rep) however Tees Valley has a group in practice. However the wider issue of Employer engagement activities by a whole range of partners, eg providers, colleges still needs to be addressed at all levels and is difficult as EE targets are included within contracting requirements – this needs to be developed across all aspects of E&S eg incl HLS / 14-19 etc</p> <p>c. Network Tees Valley website is live and is now in a further phase of re-development to include all 5 LAs and other partners. This will then feed up to the national site(Business Link / Jobcentre Plus) in addition to linking to the regional site being developed via the REF.</p>
<p>3.2 Develop a Single Employer Offer</p> <p>Development of a single offer which provides employers with access to recruitment and skills scoping support, job brokerage, bespoke training and other support to ensure work ready candidates and access to in-work training support and support.</p>	<p>a) Scope content and branding of single employer offer</p> <p>b) Develop joint working protocols to support implementation of employer offer</p> <p>c) Launch single employer offer via “NetWork” website</p>	<p>WG2 C Daniell/ Annette Harrison JCP</p> <p>CD/ Corinne More</p>	<p>a) Jun '09</p> <p>b) Sept '09</p> <p>c) Sept '09</p>	<p>a) Example of single employer offer already working in R&C</p> <p>b) Joint SLAs already in place between partners in R&C</p> <p>c) Website almost complete for Phase 1 (JCP & BENE) Launch Feb 09. Phase 2 to include LAs, Phase 3 external partners /providers (incl in SP bid)</p>	<p>a. Lessons learnt from the Redcar & Cleveland model has now been developed into a Tees Valley version (via Employer Offer Group) with SLAs etc. across the partnership. This group is working towards implementing the following:</p> <p>i) Account manager lead for each employer</p> <p>ii) Single tracking system to record employer contact using Hanlon (pilot to start in June 2010)</p> <p>iii) Improved knowledge and understanding of each partners employer support services through regular information workshops (adhoc activity undertaken to date with JCP and key TV providers. Timetable covering all TVEF partners to be finalised by end of May for delivery June 2010 - March 2011)</p> <p>b. SLAs from R&C adopted for TVEF. Developing TVEF as a ‘hub’ with the potential for other ‘spokes’ in each of the Local Authority areas (as with R&C)</p> <p>c. Network Tees Valley website is live but is now in a further phase of re-development to include all 5 LAs and other partners. This will then feed up to the national site(Business Link / Jobcentre Plus) in addition to linking to the regional site being developed via the REF</p>
	<p>a) Develop proposal for early commissioning of enhanced retention and aftercare support to fit with existing programmes</p> <p>b) Pilot programmes commence</p>	<p>WG2 C.Barlow/D Martin</p> <p>C Barlow / J Robson</p>	<p>a) Mar '09</p> <p>b) Jun '09</p>		<p>a. Post employment support has been included within the SP projects across TV and links closely to the FFWS pilot project in the South Tees area.</p> <p>b. A FFWS project bid was developed and submitted through the national route. We were the only NE area in the final selection process but unfortunately were not selected. However NHS/PCT Clusters were so impressed with the bid that they awarded £200,000 to deliver a South Tees pilot covering Redcar & Cleveland and Middlesbrough areas. This will dovetail with the Tees Valley-wide SP ‘In-work support’ project (both go live in April 2010)</p>

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Proposal	Action	Lead	Timetable	Progress Jan 09	Progress Update – March 2010
<p>3.4 Develop Sector Based Job Brokerage Models</p> <p>Develop sector models which use the combined power of a sector grouping of employers to link to potential target groups to job opportunities in these sectors through the support of one or more providers.</p>	<p>a) Develop specific pilot sectoral packages for the recruitment and training of target client groups e.g. tourism, retail</p> <p>b) Systems in place to systematically scope the content and requirements of all newly identified job opportunities</p> <p>c) Development of bespoke pre and post employment programmes matching the training needs of target client groups to the job/skill requirements</p> <p>d) Commissioning of bespoke programmes</p>	<p>WG2</p> <p>Carol Daniell</p> <p>C Barlow</p> <p>CDaniell</p> <p>C Daniell</p>	<p>a) Jun '09</p> <p>b) From Mar '10</p>	<p>a) 3x Sector Bus Dev Managers to be incl within the SP bid</p> <p>b) Hospitality /Tourism Gateway ready to start activities in Hartlepool</p>	<p>a. Decision taken by TVEF Steering Group to keep number to only 2 x E&S Development Managers. (Tourism and a more general post to respond to a variety of growth sectors, particularly the NINJ agenda and also offering further support for opportunities in the Construction sector (linking with New Futures / CEI projects) Tourism / Hosp activities underway – included an award of ‘SME Cluster pilot’ via LSC.</p> <p>b. Hanlon are developing the Skills Matching Service and the Tees Valley Vacancy Portal. Both will operate initially across Tees and ultimately link with T&W to cover the whole of the NE Region.</p> <p>c. Working closely with regional colleagues to make good use of existing route-ways rather than invent new ones, unless required due to employer demand.</p> <p>d. One example of a new routeway that is currently being developed and trialled in Tees Valley is the ‘Speedy Chef’ in response to a shortage of chefs in the hotel/catering industry. In addition “My Tees Valley” a training programme based on the model used by both Liverpool and Blackpool to develop local pride and improve the visitors experience, by improving both local employees and residents knowledge and awareness of services and events that contribute towards the tourism customer service experience is now due to go to print. Training workshops across Tees Valley will be delivered from June 2010 now that more than 40 “train the trainers” sessions have been completed.</p>
<p>3.5 Enhance efforts to link opportunity and need</p> <p>Ensure linkage of opportunity and need via planning processes, S106 agreements and commitment to a unified support package and single point of contact that will be available to employers who are undergoing relocation or expansion.</p>	<p>a) Develop protocols to ensure linkage of opportunity and need (building on Construction Employment Integrator)</p> <p>b) Engage with TVR with regard to ensuring employability is a central feature of their project planning</p> <p>c) Develop bespoke approaches to large scale investment</p>	<p>WG2</p> <p>Rod Varley / D Martin</p> <p>John Leer</p> <p>Annette Harrison JCP / C Daniell</p>	<p>a) Jun '09</p> <p>b) ongoing</p>	<p>a) CEI has now become TRT (targeted recruitment and training) and being integrated into LA / public sector through planning / construction (e.g. BSF) and also other opportunities – e.g. wider procurement. Redcar & Cleveland and Hartlepool are pilots to embed these principles into all potential LA activities.</p> <p>b. TVU Inward Investment Team share information across all LAs and with TEF partners via the HEDs group. Initiatives are then put in place to respond to new opportunities – e.g. new contact centre development</p> <p>c. As above, these are now referred to the TV Employer Offer Forum to develop the appropriate response</p>	

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PROPOSED LEAD –BUSINESS LINK (Chair WG2) TVU Lead – Carol Daniell

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress Update – March 2010
	opportunities				

WORKSTREAM 4 – A JOINED UP EMPLOYABILITY INFRASTRUCTURE

Objective – ‘this Framework has at its core a desire to manage the employment and skills infrastructure in Tees Valley as a whole so that it can act in a joined-up and co-ordinated fashion’.

PROPOSED LEAD – Tees Valley Unlimited –Sue Hannan (Chair Steering Group)

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress March 2010
<p>4.1 Establish a Joint Planning, Commissioning and Management Framework</p> <p>Development of a joint, planning, commissioning and management framework which will become embedded in the business planning processes of partners.</p>	<p>a) Agree a definition of commissioning to which all partners will work</p> <p>b) Establish principles by which future employability commissioning is undertaken</p> <p>c) Differentiate between different levels of commissioning from national programmes through sub-regional services to targeted services focusing on local priority groups and areas</p> <p>d) Explore opportunities to appoint approved suppliers to support more responsive, demand led commissioning</p>	<p>Steering Group /SH</p>	<p>a) Jun '09</p> <p>b) Jun '09</p> <p>c) Jun '0</p> <p>d) Sept '09</p>		<p>a. Still to be fully developed – some of this will come out of the Tees Valley-wide Work & Skills Plan. Also the TRT pilots will trial a new approach to overall commissioning across the LAs.</p> <p>b. Still to be fully developed and we are working on a ‘influencing’ basis at the moment rather than any real directive. This is all being developed as part of our move towards greater involvement/devolution agenda etc. However some progress has been made, with the agreement to sign ‘Chinese Walls’ for DWP provision, and a review of the E&SB necessary in order to move towards ‘Level 4 powers’ to have some leverage over BIS provision.</p> <p>c. WNF Commissioning has predominately focussed on the ‘customer engagement’ end of the REF journey, rather than a full spread across the REF. Also SP funding has been used predominately for the right hand end. This all fits with REF principles and is a key step towards greater alignment and a better use of ‘flexible’ resources.</p> <p>d. Being tested through the ‘New Skills local’ approach and also through Darlington In-to Work project</p>

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PROPOSED LEAD – Tees Valley Unlimited –Sue Hannan (Chair Steering Group)

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress March 2010
4.2 Explore the Alignment of Funding for Employability Develop a joint investment plan for employability which will identify funding that can be used in support of framework objectives and for joint planning and commissioning.	<ul style="list-style-type: none"> a) Develop a Joint Investment Plan for employability b) Develop shared targets across the partner organisations c) Identify potential funding which can be aligned in support of employability framework from Mar 09 d) Identify potential funding which can be aligned in support of employability framework from Mar 10 onwards e) Explore the potential to seek flexibility from Government to gain information on costs, participation and outcome rates for national programmes 	Steering Group / SH	<ul style="list-style-type: none"> a) Dec '09 b) Dec '09 c) Mar '09 d) Dec '09 e) ongoing 		<ul style="list-style-type: none"> a. The Single Programme budget was used as the first example of Tees Valley-wide investment on employability with £2.4m allocated to both develop/embed the TVEF principles, and to carry out a series of projects aimed at certain priorities agreed collectively by the TVEF Steering Group. Further Joint investment planning will emerge as part of the development of the full Work & Skills Plan 2011-14 b. Working together to develop shared targets as part of a TV-wide Work and Skills Plan 2011-14 c. Single Programme funding allocated £500k to cover TVEF Infrastructure, incl. TVEF support staff resource within TVU d. As above e. Working with DWP on flexibilities via 'Chinese Walls'. Also developing E&SB to fit BIS criteria to move towards S4 powers.
4.3 Develop a Joint Approach to Commissioning ESB to become the key consultation vehicle for the development of specifications associated with future employability resource. Propose joint working with Government to ensure Tees	<ul style="list-style-type: none"> a) Employment and Skills Board to have a key role in future commissioning of employability services b) Joint commission services where possible 	Steering Group SH	<ul style="list-style-type: none"> a) from Mar 09 b) Ongoing c) Ongoing d) Ongoing 	b) Stockton & Mbro already joint comm.	<ul style="list-style-type: none"> a. Working with DWP on flexibilities via 'Chinese Walls'. Also developing E&SB to fit BIS criteria to move towards S4 powers. Working with CLG /DWP /BIS to achieve movement towards flexibilities. This is part of a longer process to include W&SP ect. TVU support now achieved through DORs / CEs etc. to Chinese Walls agreement with DWP b. Stockton /Mbro Enterprise WNF is an example c. consideration ongoing

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PROPOSED LEAD – Tees Valley Unlimited –Sue Hannan (Chair Steering Group)

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress March 2010
Valley partners have sufficient input into national commissioning processes.	<ul style="list-style-type: none"> c) Explore use of framework agreements d) Seek necessary input to national commissioning processes 			For WNF Enterprise activities	d. Already involved in post contracting arrangements with DWP. Chinese Walls will give input into the pre-tendering processes with DWP.

WORKSTREAM 5 – IMPROVED INFORMATION SHARING AND MANAGEMENT

Objective – 'this Framework will be underpinned by a more joined up approach to information sharing, collection and collation which will in turn enable more relevant and meaningful data analysis'.

PROPOSED LEAD – Tees Valley Unlimited (Via WG3 and Steering Group) - NB - WG3 has now been superseded by the Hanlon User Group and other aspects have been moved to the TVEF Steering Group

Proposal	Action	Lead	Timetable	Progress Jan 09	Progress March 2010
<p>5.1 Develop a Single Tracking and Referral Database</p> <p>Develop a shared tracking and referral database which could be used by all providers to more effectively track and monitor progress/journey of clients towards and into sustained employment.</p>	<ul style="list-style-type: none"> a) Develop a specification for a shared tracking and referral database b) Develop protocols to underpin operation of shared tracking and referral database c) Commission support to establish shared tracking and referral database d) Shared tracking and referral database ready for piloting 	Steering Group	<ul style="list-style-type: none"> a) Jun '09 b) Dec '09 c) Dec '09 d) Mar '10 	<p>Following lead set by T&W</p> <p>3/5 LAs have Hanlon – but not on the TVU system</p> <p>Workshop planned for 30/1/09</p> <p>Funding to be secured via the SP bid</p>	<ul style="list-style-type: none"> a) Completed and Hanlon service commissioned. b) Developed in conjunction /agreement with 5 LAs c) Staff in place in TVU to support the Hanlon system. Forward Strategy under development. d) Finance secured from ONE and shared system now underway. TVU high level site established and used for SP projects, Stockton and Darlington new sites on TVU system. Redcar & Cleveland and Middlesbrough have transferred across and Hartlepool will follow in May 2010.

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<p>5.2 Develop a shared Information Portal</p> <p>Develop a shared portal to improve intelligence on employer vacancies and skills needs current and future.</p>	<p>a) Development of protocols on vacancies and employer data across all partners</p> <p>b) Build on Construction Skills Integrator and link with region wide activity to develop a vacancies and skills forecasting tool</p>	WG3	<p>a) Jun '09</p> <p>b) ongoing</p>		<p>a) Developed as part of the TV Employer Offer Forum. Hanlon are currently developing the vacancy portal – due by May 2010.</p> <p>b) Moving forward as part of the TRT pilot exercise with Redcar & Cleveland leading and Hartlepool also involved.</p>
<p>5.3 Establish Joint Monitoring and Evaluation Processes</p> <p>Establish joint processes and joint outcomes, outputs and targets linked to framework objectives and underpinned by aligned funding and commissioning.</p>	<p>a) Development of a monitoring and evaluation framework for the Employability Framework</p>	Steering Group	<p>a) Jun '09</p>	<p>a) SP Bid to include evaluation of both the SP programme and the overall TV Employability Framework</p> <p>b) Reporting structure of WGs in place to Steering Gp/ ESB</p>	<p>Single Programme evaluation is part of a regional approach to evaluate all four sub-regional partnership projects.</p> <p>An evaluation framework is to be developed by the regional evaluators for the Single Programme funded InWork Support Project and the FFWS during 2010/11.</p> <p>All Workstreams report their progress via the regular Project Board / Steering Group meetings</p>