

West London Employment and Skills Board (WLESB)

Terms of Reference

Purpose

To ensure that the employment and skills needs of West London's employers are met through developing the skills of people in the area, throughout their lives, as part of a responsive London skills system.

Objectives

1. Improve collaboration and information sharing between boroughs, employers, colleges, universities, private training providers and employment services to better understand and meet the skills needs of local employers and residents.
2. Maintain a shared evidence base and understanding about current and future labour market requirements, identifying potential skills gaps and shortages and agreeing proposals to address these in the context of pan-London activity.
3. Convening and engaging a broad spectrum of employers in the local labour market (e.g. through an employers' advisory group and business representative bodies) and working with them to identify skills requirements for the sub-region.
4. Leading engagement with skills providers operating in the areas (e.g. through a providers' forum) about how their provision will meet demand.
5. Developing a rolling 3 year commissioning strategy that sets out priorities for skills commissioning for the area (i.e. priorities for funding, curriculum development, specialisation, rationalisation, capital investment).
6. Developing outcome agreements and monitoring their performance.
7. Clarifying commissioning intentions for the Adult Education Budget (AEB) from 2019/20 onwards, negotiating with London Government to influence the AEB funding statement and commissioning arrangements.
8. Provide strategic input around FE capital investment decisions.
9. Develop innovative opportunities that demonstrably improve job outcomes and incomes, and influence resource allocation in line with the Board's priorities.
10. Develop and oversee initiatives to stimulate demand for skills products such as apprenticeships and adult learner loans.
11. Ensure inclusivity and equality in meeting the needs of all learners.

Performance Measures

To be developed once priorities for outcome agreements have been clarified.

Membership

Borough Leader responsible for WLA Skills
Large Business representative
SME representative
Chief Executive sponsor for WLA Skills
Borough Director lead for Skills
Sector Representative - Transportation & Storage
Sector Representative - Creative & Media
Sector Representative - Health & Social Care
Sector Representative - Wholesale & Retail
FE Provider Representative (x2)
HEI representative
Sub regional Partnership Director

Members will be expected to engage with and represent the wider views from their sector within West London and disseminate information as appropriate from the Board.

Accountabilities

The WLESB is accountable to the West London Economic Prosperity Board.

The WLESB will be supported by an employers' advisory group (West London Employer & Infrastructure Group) and a Providers' Forum (tbc)

Decision Making

The WLESB will have no formal decision making powers until such time as powers may be conferred on it by statutory bodies in the future. Members will hold each other to account for actions agreed by the Board.

Frequency

The WLESB will meet monthly

Secretariat

The Board will be supported by the WLA programme team.