

DRAFT

Template Scoping Document

<u>Environment & Economy Select Committee</u>	
<u>Scrutiny Review Title:</u>	Scrutiny of the Stevenage Skills Framework
<u>Background issues</u> to review – rationale for scrutinising this issue:	Members considered a presentation on the Stevenage Skills Framework 27 March 2024, following this meeting the Chair advised that this item should be added to the Committee’s Work Programme for 2024-25.
Is this issue covered by Corporate Plans?	Yes, this is a core strand of the Council’s Corporate Plan - Transforming our Town – Enterprise & Skills: “Opening up access to outstanding skills, training and educational opportunities”
<u>Focus of the review:</u> (State what the review focus will be)	<p>The Committee held a session on the Stevenage Skills Framework when it met on 27 March 2024. Following this session and following discussion with the Chair and Vice-Chair it has been suggested that there could be a focus on:</p> <ul style="list-style-type: none">• Is there any existing data re Stevenage Young People destinations post 16-18 education?• What opportunities are out there re STEM training and job opportunities including apprenticeships?• How can more young people from Stevenage find employment in the booming sectors of life-science, space industry and regeneration?• What are the barriers to older people retraining and re-entering into employment?
<u>Timing issues:</u> Are there any timing constraints to when the review can be carried out?	
The Committee will meet on (provide <u>dates</u> if known):	<p>Dates: Day/Month/Time/Venue</p> <ul style="list-style-type: none">• 15 July 2024 – Draft Scoping Document & Officer PowerPoint Presentation considered by the Committee.• Tuesday 17 September – witness interviews

	<ul style="list-style-type: none"> • Tuesday 8 October – witness interviews • Site Visit – to be confirmed (possible dates in September) • Tuesday 12 November – Draft Report & Recommendations.
<p>SBC Leads (list the Executive Portfolio Holders and SD’s Heads of Service who should appear as witnesses):</p>	<p><i>Officers have suggested the following people:</i></p> <ul style="list-style-type: none"> • <i>Lloyd Briscoe, Portfolio Holder, Economy, Skills and Transport</i> • <i>Daryl Jedowski, Corporate Policy and Performance Manager.</i>
<p>Any other witnesses (external persons/critical friend)?:</p>	<p>To be identified by the Committee at the scoping meeting. <i>Possible options identified by officers as witnesses and evidence base:</i></p> <ul style="list-style-type: none"> • <i>Representatives of the STEM Industry in Stevenage</i> • <i>Hertfordshire Futures Service Lead, Greta Gardiner from the Stevenage Borough Council Stevenage Works Team to present on the established and ongoing Stevenage Works construction element.</i> • <i>Test the impact on older people back to work</i> • <i>Consider the Nursery/ Childcare needs – Interview with Sharon Bell Stevenage Children’s Centre</i> • <i>CAB view – training for Universal Credit</i> • <i>Possible Secondary Head Teacher (possible witness – Head Teacher Barnwell School, Tony Fitzpatrick or the Assistant Head Teacher, Jackie Johnson)</i>
<p>Allocation of lead Members on specific individual issues/questions:</p> <p>Any other Questions Members wish to cover:</p>	<p>To be identified by the Committee at the scoping meeting.</p> <p>Members will undertake their own desktop and fact-finding research and ask questions on the following areas (list the issues to address during the interviews):</p> <p><i>To be identified</i></p>
<p>Site visits and evidence gathering in</p>	<p>Site visits will be arranged for STEM Discovery Centre and Officers will also look to arrange a</p>

<u>the Community</u>	visit to Airbus Campus and/or SITEC at NHC.
<u>Equalities and Diversity issues:</u> The review will consider what the relevant equalities and diversity issues are regarding the Scrutiny subject that is being scrutinised	It was agreed that the review would address equalities and diversity issues directly in the review. <u>Equalities & Diversity Issues</u> – Are there any E&D issues to consider in this review? – The review should consider what equality and diversity issues there are within the cohort of young people in Stevenage including ethnic background, educational attainment, disability, cultural barriers, family backgrounds etc.
<u>Constraints</u> (Issues that have been highlighted at the scoping stage but are too broad/detailed to be covered by the review):	<i>To be identified by the Committee at the scoping meeting</i> (These issues can be captured and dealt with via other means – Briefings/email/officer action etc)
<u>Background Documents/data</u> that can be provided to the review	<i>As identified by the Committee at the draft scoping meeting:</i> Evidence requested:
<u>Agreed Milestones and review sign off</u> -To be agreed by Members and officers	<i>Formal response from Executive Portfolio Holder (Executives have a Statutory requirement to respond to Scrutiny review recommendations two months after receiving a final report and recommendations of a review: Date Executive Portfolio responses are expected (dependent on the final report & executive portfolio response template publishing date): DD MM YY</i> Date for monitoring implementation of recommendations – final sign off (typically one year from completion of the review): DD MM YY (Close to this date the Select Committee will receive a report at a Committee meeting to agree the final sign off of the review recommendations)