

# Integrated Employment and Skills (IES) Noticeboard

Sharing information with our partner organisations

## Welcome

Welcome to the first issue of the Integrated Employment and Skills (IES) Noticeboard, which will be updated monthly.

IES is a growing agenda for DIUS and DWP and a number of related stakeholders. As such, there is an increased need for information sharing across organisations. Items on this noticeboard will be accessible to LSC staff and our external partner organisations. Here we can share:

- up-to-date news and information about IES
- related documents/research/papers
- planning and other operational documents
- the work of IES-related groups and developments across the region

## What is meant by Integrated Employment and Skills (IES)?

A new range of plain English documents are being developed, the first is a basic explanation of IES.

- [Basically – Issue 1: Integrated Employment and Skills \(IES\)](#)

## 1. What is happening to support the development of an Integrated Employment and Skills System?

### The UK Commission for Employment and Skills (UKCES)

*Launched on 1 April 2008, the UK Commission for Employment and Skills (UKCES) is a key recommendation in Lord Leitch's 2006 review of skills.*

The UK Commission aims to raise UK prosperity and opportunity by improving employment and skills. Its ambition is to benefit employers, individuals and government by advising how improved employment and skills systems can help the UK become a world-class leader in productivity, in employment and in having a fair and inclusive society: all this in the context of a fast-changing global economy. Because employers, whether in private business or the public sector, have prime responsibility for the achievement of greater productivity, the UK Commission aims to strengthen the employer voice and provide greater employer influence over the employment and skills systems.

For further information and news about this item visit the UKCES website: <http://www.ukces.org.uk/>

## 2. The IES trials – and the seven core components

*The new integrated employment and skills service is being trialled in the West Midlands from September 2008 and in other areas of the country from November.*

The trials will differ slightly from region to region but there are seven core components across all the trials:

1. **Enhanced skills screening tools** for Jobcentre Plus advisers to identify the skills needs of Jobseekers' Allowance claimants;
2. **Enhanced referral processes** between the different service advisers;
3. **Skills Health Checks** to help build targeted Skills Action Plans;
4. **Skills Accounts** offering online personalised accounts so learners can track all their information in one secure web portal.
5. **Careers and advancement advice and guidance** including **nextstep**, the National Careers Advice Telephone and Web Service (formerly **learndirect** careers advice).
6. **Support to access relevant job opportunities** to focus on sustained employment.
7. **Relevant and responsive provision** to reflect customers' needs and local labour market conditions.

### IES Trials – What is happening now?

- [IES Trials - Regional update](#)
- [IES Trials - Hampshire](#)

### 3. The South East Employment & Skills Accord, 2008

Launched August 2008, the South East Employment and Skills Accord sets out agreed actions between South East England Development Agency, the Learning & Skills Council SE, and Jobcentre Plus SE. The document describes how the Accord partners will actively seek further partnerships from organisations such as Local Authorities, the Health Service and other national, regional and local funding agencies in order to translate plans to practice.

The SE employment and Skills Accord outlines four key areas of focus for the following 24 months:

1. Establish shared success measures
2. Create multi-agency work teams
3. Review funding policies and procedures
4. Be inclusive and responsive to emerging national, regional & local policies

■ [View the whole document](#)

### 4. Local Employment Partnerships

The second in the new range of plain English documents is a basic explanation of LEPs.

■ [Basically – Issue 2: Local Employment Partnerships \(LEPs\)](#)

### 5. Pre-Employment Training (PET)/support

Pre-employment training is a vital part of an Integrated Employment and Skills system, as this sort of training is focused on 'employability skills' and getting people into work. Once people are in work, they can progress further by opportunities offered through Train to Gain.

**The LSC fund two pre-employment training programmes, these are:**

- **Skills for Jobs (SfJ)** – non-qualification bearing flexible funding – providers design pre-employment input around the learner's needs – this is *not* based on a specific programme of delivery. This flexible programme links well to *Local Employment Partnership* agreements, where bespoke training can be created to meet the needs of learners entering employment with specific employers.
- **Employability Skills Programme (ESP)** – pre-employment training (employability skills) also includes qualifications to L2 in Literacy, Numeracy or ESOL – this is a specific programme of delivery

#### Map of Pre-Employment Training Provision

LSC colleagues have developed a map of provision for the pre-employment training programmes (above). On the map, SfJ is indicated by coloured dots and ESP is white. A colour-coded key for this map explains the details of delivery and providers. The focus for SfJ provision varies quite considerably in detail as providers have differing ESF elements linked to their contracts - see key. This document is 'work in progress' and is our first draft - it is intended that this will be improved and developed further to include JCP provision.

- [IES Map](#)
- [Key to IES Map](#)

### Who's Who?

#### South East LSC:

- [Peter Marsh](#) - Regional Skills Director - SE Region
- [Fiona Willmot](#) - Skills Development Director- IES- SE Region
- [Sue Ormiston](#) - Skills Development Manager- IES, Workless Adults- SE Region
- [Viv Ottaway](#) - Partnership Director- Surrey
- [Anne-Marie Mountifield](#) - Partnership Director- HloW
- [Jill Goddard](#) - Economic Development Director- Thames Valley
- [Penny Askew](#) - Skills Development Manager- Skills Accounts
- [Letitia Mason](#) - Skills Development Manager - Adult Safeguarded Learning and First Steps and Information Advice and Guidance (IAG/nextsteps)
- [David Wylie](#) - Skills Development Manager, Skills for Life
- [Bryony Kingsland](#) - Offender Learning and Skills Service (OLASS)

## IES-related Groups

### IES Regional Implementation Group (partnership group)

- [Terms of Reference inc. group members](#)

### IES Committee (LSC internal)

- Terms of Reference inc. group members (under development)

## Useful Links

### Key reports/papers

- [South East Accord](#)
- [World Class Skills](#)
- [Ready for work](#)
- [Ready to Work, Skilled for Work](#)
- [In Work, better off](#)
- [Helping People go straight into Work](#)

## Websites

- [Department for Innovation, Universities and Skills](#)
- [Department for Work and Pensions](#)
- [Learning and Skills Council](#)
- [Skills Strategy](#)
- [UK Commission for Employment and Skills](#)

If you would like to contribute to the IES Noticeboard, please send information to Henry Morgan [henry.morgan@lsc.gov.uk](mailto:henry.morgan@lsc.gov.uk) by the second Friday of every month to make the deadline for the following month's edition.

# Basically...

Key Terms in Plain English

Issue 1

Aug 08

## Integrated Employment and Skills (IES)

### ***A definition:***

*The bringing together of services which help people to get a job, keep a job and progress in work*

### **What is it all about?**

Issue: The government wants to get more people into long term work helping them to gain skills and progress, so that fewer rely on state benefits. Quite a lot of unemployed people have had a job in the past, but for a number of reasons, have lost their job. Some have never worked. Sometimes this is due to a lack of skills, so...

Nationally it has been agreed that government agencies to do with employment (Department for Work and Pensions DWP) will work with government agencies to do with skills and education (Department for Innovation, Universities and Skills DIUS) - to help people get the skills they need to get a job and to keep a job/progress in work.

### **What does this mean in real terms?**

Staff from Jobcentreplus (JCP) and Learning and Skills Council (LSC) are building relationships and agreeing how best to work together to provide a joined-up service to individuals and employers. Those who need to work together are:

- JCP staff and LSC providers
- LSC staff and JCP providers
- JCP providers and LSC providers
- JCP employer engagement staff, LSC Train to Gain Brokers and Business Brokers

Working together should help:

- Individuals to access pre-employment training, employment and post-employment training
- Employers to access skilled workers at the point of employment and funding to help them invest in training their employees (e.g. Train to Gain)

### **What more can we do?**

In order to support people from every aspect of their lives, it will also be important for JCP and LSC to work in partnership with organisations such as local authorities, probation, health and IAG.

# Basically...

Key Terms in Plain English

Issue 2

Aug 08

## Local Employment Partnerships (LEPs)

### **A definition:**

*Jobcentreplus (JCP) agree to get their priority customers 'work-ready' and employers with vacancies agree to give them a fair shot at the jobs*

### **What is it all about?**

A LEP agreement can be made with a large, medium or small employer and at a national, regional or local level. JCP have three groups of priority customers to help into jobs through LEP agreements, they are: Lone Parents; Long-term unemployed; People with health issues who are claiming Incapacity Benefit but could work (with some support).

Each LEP agreement can be different. When an LEP is agreed **JCP** will have:

- Agreed to match people to the jobs on offer and get them 'work-ready'. Getting people 'work-ready' might mean referring them to other services that will help them such as health, housing or education – many people need to brush up skills/learn new things before getting a job, this is called pre-employment training.
- Offered a range of support to the employer to help them make their workplace 'priority customer friendly'. For example, this might include looking at their recruitment systems to make sure it is fair for all to get a job, and telling them about further training once people are in the jobs (such as Train to Gain courses).

When agreeing a LEP, the **employer** will have agreed to give priority customers a fair shot – this may have included accepting some of the support offered by JCP (above) and as a result, making some changes.

### **What does this mean in real terms?**

*For the Learning and Skills Council (LSC) and JCP: The LSC funds pre-employment training such as 'Skills for Jobs'. JCP might refer some of their LEP customers to these courses to gain skills before applying for the jobs.*

At the LEP meeting, JCP will have asked the employer what sort of skills people need to apply for the jobs, e.g.

*Employer: We can offer work trials and job interviews and at the end, we will provide 20 jobs.*

*JCP: Great. What sort of training would you like people to have before the work trial/ interview/job?*

*Employer: They would all need to have basic computer skills and to be able to take notes from a telephone call*

*JCP: No problem—we will find people who will be suitable and make sure they have had the training so that they have those skills*

### **What more can we do?**

LSC and JCP staff need to work together to make sure that Train to Gain Brokers are linked to LEP employers so that they can follow up. This would help us to link pre-employment training with post-employment training.

Therefore not only helping people to get a job, but also to gain skills when they are in work so that they do a good job and have the chance to progress. In this way we can see that LEPs are a vital part of the Integrated Employment and Skills (IES) system. IES is explained in 'Basically... issue 1'