

# Provisional Terms of Reference (July 2023)

## Green Jobs Delivery Group – Task and Finish Groups

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### Background

The [Net Zero Strategy \(NZS\)](#), [25 Year Environment Plan \(25YEP\)](#), [British Energy Security Strategy](#), and the [Powering Up Britain Plan](#) set out the Government's approach to working with industry to support the jobs and skills necessary for growing the green economy, reducing greenhouse gas emissions to net zero by 2050 and restoring nature and improving the natural environment. Informed by the recommendations of the [Green Jobs Taskforce](#), the NZS committed the UK Government to establishing the Green Jobs Delivery Group (GJDG) as the central forum for industry and government action on green jobs and skills.

In March 2023 it has been agreed to restructure the GJDG with the view to make it more agile and delivery-focussed to address workforce challenges and skills gaps faced by priority sectors and cross-cutting issues. The restructure is outlined below:

- Streamlining membership of the GJDG.
- Establishing of priority task and finish groups.
- A greater focus on cross-cutting issues that cannot be solved at a sectoral level.

These task and finish groups will be led and chaired by Green Jobs Delivery Group members. Members of the task and finish groups will be invited from across industry, trade bodies, local government, and representatives of skills providers. Officials from relevant government departments will support these groups through providing information and data (subject to relevant restrictions), expertise, and will play a 'critical friend' role to draw out both sectorally specific as well as common cross-cutting challenges that will need to be addressed to unblock the workforce and skills pipeline.

### Objectives

As an extension of the Green Jobs Delivery Group's objective, the aim of the Task and Finish Groups is to create a clear set of actions supported by a monitoring framework on sectoral and where relevant cross-cutting on workforce challenges and skills gaps, taking into account recommendations from the Green Jobs Taskforce.

### Membership of the Task and Finish Group

A Task and Finish Group (TFG) will be chaired or co-chaired by the relevant GJDG member. Where existing industry for an already exist, these should provide the foundation, TFGs should not duplicate but extend existing industry working. The aim is that work on net zero and environmental workforce challenges and skills gaps are overseen and effectively steered by the GJDG.

For sectors represented by more than one GJDG member, the government will recommend the chair. The TFG will include representation from relevant government departments already represented at the GJDG and where relevant others, representatives from industry, the education and skills sector, local areas, trade unions and academia. Other representatives from industry may be invited to the TFG as required, according to its workplan.

### Roles and responsibilities of Task and Finish Group members

The chair will:

- Take overall leadership of the TFG on behalf of the GJDG;
- Work with relevant teams in government and industry bodies to determine the membership of the TFG (including experts who are former members of the GJDG);
- Act as a key point of contact to the GJDG on behalf of their group;
- Coordinate the work of the TFG to develop sectoral workforce actions and establish workplans for the TFG to deliver these actions;
- Initiate sectoral workforce assessments;
- Approve the TFG's measures of success based on agreed KPIs;

- Build industry-government consensus on issues that are under the TFG's consideration;
- Build a consensus view of the respective industry and government action to support the workforce for the green economy and advocate for this;
- Report back to the GJDG co-chairs on progress and emerging risks;
- Be accountable to the GJDG for the development of the sectoral workforce actions by the date agreed to with co-chairs of the GJDG.

Members will:

- Contribute with evidence-based advice in their respective area(s) of expertise;
- Share intelligence from their sectors to support development of sectoral actions;
- Commit to taking forward action in their sectors, and jointly work with government where relevant, across issues considered by TFG; and
- Be ambassadors for and within their sectors to drive positive action and change.
- When developing sectoral, the TFG should consider the range of near-term workforce challenges outlined by the overarching GJDG facing the sector.

## What the TFG will do to deliver their sectoral actions

The TFG will develop actions for all stakeholders for 2023-24 and 2024-29, by:

- Agreeing shared goals/objectives and measurable KPIs;
- Developing a shared understanding of labour supply and demand mismatches/challenges within their sector, and employment issues associated with this;
- Agreeing, progressing and monitoring actions across industry, government, local partners, the skills and education sector and trade unions to address challenges and maximise opportunities identified by the GJDG;
- Sharing 'on the ground' intelligence among the Group's membership to support the realisation of the Group's objectives;
- Driving forward work at a sector level which is then escalated to the Ministerial group for challenge and discussion, and decisions on work to be taken forward.

Cross-cutting TFGs will engage with sectoral task and finish groups to ensure specific cross-cutting challenges are addressed in sectoral skills action plans. The cross-cutting groups will also make their own recommendations on systemic issues that they are investigating.

## Duration of the TFG and frequency of meetings

The TFGs will be active till the end of this Parliament. Groups are free to decide ways of working to best fit the requirements of the sector and members.

## Data sharing restrictions

This group may on occasion receive unpublished government analysis. Such analysis is strictly confidential and shared with members of the group on the understanding that they will not be further shared in any form. By being a member of this group, you agree to the conditions placed on the sharing of this analysis.

## Declaration of Interests

All members will be asked to declare any conflicts of interest before joining and in relation to any discussion item for the Delivery Group.