



Funding Reform and Localism Steering Group

Terms of Reference

Background and Introduction

- 1 The Funding Reform and Localism Steering Group has been established to act in an advisory capacity to the Skills Funding Agency (SFA) at a strategic level on the development of a simpler, more locally responsive funding system for adult skills
- 2 Membership of the group reflects the government's intention that adult skills provision better meets local priorities through greater local commissioning, and that the funding system enables providers to be responsive to the needs of both national and local economies.

Purpose and Remit of the Group

- 3 The Funding Reform and Localism Steering Group will act in an advisory capacity to the Skills Funding Agency (SFA) on all aspects of reforming and redesigning the funding systems for adult skills, including:
 - responsive local planning and commissioning models focussed on outcomes
 - reduced complexity in budget and allocations methodologies
 - efficient and more transparent funding calculations and rules
 - clear payments and earning methodologies
 - nationally efficient payment, contracting, audit and control functions
 - reduced data collection requirements

Membership

4 Membership of the Group will include nominated senior representatives from a range of national and local organisations with a strong interest in the further education and skills system as listed below:

- Local Enterprise Partnerships (LEP) – 3 members including Chair
- LEP Network (1)
- Local Government Association (1)
- Combined Authorities (3)
- Association of Colleges (AoC) (2)
- Association of Employment and Learning Providers (AELP) (1)
- Third Sector National Learning Alliance (TSNLA) (1)
- Hoxex (1)
- FE College (2)
- Training Organisation (1)
- UK Commission for Employment and Skills (UKCES) Commissioner (1)

In attendance:

- Skills Funding Agency (SFA)
- Department for Business, Innovation and Skills (BIS)
- Department for Communities and Local Government (DCLG)
- Department for Education (DfE)

The role of the Chair

5 The Funding Reform and Localism Steering Group will be chaired by a senior nominee from a Local Enterprise Partnership or Local Authority. The Chair will:

- Work with the SFA's Deputy Director, Funding Policy Implementation to agree the focus of meetings and key agenda items.

- Ensure papers are distributed in sufficient time and provide members with the information they need in an appropriate format for effective consultation.
- Ensure the composition of the Group includes appropriate representation and expertise to fulfil its remit.
- Agree with the SFA any requirements for operational task and finish groups to support the Group's strategic work between meetings.
- Represent the Group at additional meetings or briefings with government departments

The role of members

6 Members of the Group are appointed to:

- Review all papers prior to the meeting and provide input where required, consulting with their communities of interest and ensuring their views are fairly represented.
- Use their expertise to support the SFA in developing flexible, responsive and simpler funding systems for adult skills programmes, excluding apprenticeships.
- Identify and advise on actual and potential burdens and bureaucracy in funding systems by making recommendations based on sound business principles that deliver value for money.
- Support the SFA in cascading communications to key users and stakeholders and ensuring their feedback is taken into account.

Ways of Working

7 Members of the Group are expected to take into account the best interests of the vocational education sector and its customers as a whole, not just their own organisations, and to observe Nolan's Seven Principles of Public Life. Any information members have access to by virtue of membership of this group must be treated as confidential and not disclosed to any third party without consent.

- 8 Members of the group are discouraged from sending a substitute to a meeting without prior agreement from the Chair. Teleconferencing will be considered if necessary to meet the needs of members.
- 9 Appointments are for a fixed term of three years. Thereafter, whilst not automatic, an extension of up to three years may be granted.
- 10 Failure to attend more than three meetings may result in a review of a member's tenure. Membership will be reviewed on an annual basis.

Links and relationships with other groups

- 11 The Group will have links to the BIS/SFA Simplify and Localise Project Board and Project Group.

Name of member	Role and Organisation
Dr Ann Limb CBE (Chair)	Chief Executive, South East Midlands Local Enterprise Partnership (SEMLEP)
Warren Ralls	Director, LEP Network
Kalpna Woolf	Chair of People and Skills Board, West of England LEP
Kishor Tailor	Chief Executive, Humber LEP
Jas(bir) Jhas	Senior Adviser, Skills and Employment, Local Government Association
Fiona Fletcher-Smith	Executive Director of Development and Employment, Greater London Authority
Theresa Grant	Chief Executive, Trafford Council for Greater Manchester Combined Authority
Dr Ruth Adams	Director, Executive Team, Sheffield City Region
Julian Gravatt	Assistant Chief Executive, Association of Colleges (AoC)
Stewart Segal	Chief Executive, Association of Employment and Learning Providers (AELP)
Tim Ward	Chair of Third Sector National Learning Alliance (TSNLA)
Dr Sue Pember	Chief Executive, Hoxex
Sean Taggart	CEO Albatross Group and United Kingdom Commission for Employment and Skills (UKCES) Commissioner
Paul Phillips	Principal of Weston College
Lis Smith	Principal of Preston College
Alex Khan	Managing Director, Lifetime Training
In attendance	

Keith Smith	Executive Director Funding and Programmes, SFA
Kirsty Evans	Deputy Director Funding Policy Implementation – Programmes, SFA Simplify and Localise Project SRO
Una Bennett	Deputy Director Funding Systems, SFA
Andrew Battarbee	Department of Business, Innovation and Skills (BIS)
Laurence Rockey	Department for Communities and Local Government (DCLG)
tbc	Department for Education (DfE)
Val Chiesa	Head of Sector Engagement, SFA (group secretariat)