



Department for Education
20 Great Smith Street
London
SW1P 3BT

[Date: as issued to local area]

To Whom It May Concern,

Re: S31 Grant Determination Letter for Skills Advisory Panels: Producing high quality analysis and maintaining local relationships (No 31/5591) and DfE reference 4709)

This Determination is made between:

1. **The Secretary of State for Education, and**
2. **The Local Authorities or Mayoral Combined Authorities (MCAs) on behalf of the local area(s) covered by the MCAs and Local Enterprise Partnerships (LEPs) listed in Annex A**

I am pleased to inform you that the Department for Education (DfE) is willing to offer your organisation funding of £75,000 for your Skills Advisory Panel (SAP) to maintain analysis of local labour markets, relationships to support local skills planning and provide support and work with [INSERT NAME OF RELEVANT CHAMBER(S) OF COMMERCE AS PER ANNEX A] in the development of their Local Skills Improvement Plan (LSIP). The central aims of the Grant funding are to:

- A. Continue to produce high quality local-level skills analysis (aligned with the standards set out in the [SAPs' Analytical Toolkit](#)) to reflect changes in local labour markets impacted by the pandemic.
- B. Maintain relationships to deliver the local skills agenda.
- C. As your area has been selected to trailblaze LSIPs, instead of refreshing your Local Skills Report we request that you support and work with the [INSERT NAME OF RELEVANT CHAMBER(S) OF COMMERCE AS PER ANNEX A] by sharing your analysis and intelligence on the local labour market and encouraging your stakeholders to work collaboratively in the development of the LSIP. We will be working closely with you and the Chamber to achieve this.

Further details on the objectives and principles for the use of funding and the respective responsibilities of each participant are set out in the Memorandum of Understanding (MOU) which has been reached between both parties.

You are asked to provide a use of funds statement confirming that the grant was received and was spent wholly on the purposes for which it was given, at the end of financial year 2021-22 (i.e. in April 2022), signed by your Accounting Officer.

Yours faithfully,

Rizwana Parveen
Deputy Director, Provider Transformation Division

GRANT DETERMINATION 2021/22: Skills Advisory Panels: Producing high quality analysis and maintaining local relationships

(No 31/5591 and DfE reference 4709)

The Secretary of State for Education, in exercise of the powers conferred by section 31 of the Local Government Act 2003, makes the following determination:

Citation

1) This determination may be cited as the “Skills Advisory Panels: Producing high quality analysis and maintaining local relationships” Grant Determination 2021/22 (No31/5591).

Purpose of the grant

2) The purpose of the grant is to provide support to Local Authorities in England towards expenditure lawfully incurred or to be incurred by them.

Determination

3) The Secretary of State for Education determines the Authorities to which the Grant is to be paid and the amount of Grant to be paid; these are set out in Annex A.

Payment of Grant

4) The Grants shall be payable to Local Authorities in one instalment no earlier than June 2021 for 2021/2022.

Treasury consent

5) Before making this determination in relation to Local Authorities in England, the Minister of State obtained the consent of the Treasury.

Signed by authority of the Minister of State for Education

Rizwana Parveen
Deputy Director, Provider Transformation Division

[Date: as issued to local area]

ANNEX A

GRANT DETERMINATION 2020/21: Skills Advisory Panels: Producing high quality analysis and maintaining local relationships

(No 31/5591 and DfE reference 4709)

The Responsible Authorities (column C) to which Grants will be paid:

(M)CA	LEP	Responsible Authority	Amount	Chamber of Commerce
SHEFFIELD CITY REGION COMBINED AUTHORITY	Sheffield City Region	Sheffield City Region Combined Authority	£75,000	Doncaster Chamber of Commerce
TEES VALLEY COMBINED AUTHORITY	Tees Valley	Tees Valley Combined Authority	£75,000	North East England Chamber of Commerce
WEST OF ENGLAND COMBINED AUTHORITY	West of England	West of England Mayoral Combined Authority	£75,000	GWE Business West
	COAST TO CAPITAL	Brighton and Hove City Council	£75,000	Sussex Chamber of Commerce
	CUMBRIA	Cumbria County Council	£75,000	Cumbria Chamber of Commerce
	LANCASHIRE	Lancashire County Council	£75,000	North and Western Lancashire Chamber of Commerce
	LEICESTER AND LEICESTERSHIRE	Leicester City Council	£75,000	East Midlands Chamber (Derbyshire, Nottinghamshire and Leicestershire)
	SOUTH EAST	Essex County Council	£75,000	Kent Invicta Chamber of Commerce Sussex Chamber of Commerce