

# Local Skills Improvement Plans: Application Form for Expressions of Interest for the designation of an Employer Representative Body for Cheshire and Warrington

## Notes on completing this application

* This application is for completion by eligible employer representative bodies (ERBs).
* For further information, including a definition of eligible employer representative bodies, applicants should refer to:
  + the application guidance ‘Local Skills Improvement Plans: Expressions of Interest for the designation of an Employer Representative Body for Cheshire and Warrington;
  + any existing FAQs on Jaggaer or submit a new FAQ using the Jaggaer system.
* Responses are required in each of the boxes contained in this form.
* Text in excess of the maximum word count for each section will be discounted.

All application forms must be received to LSIP.Programme@education.gov.uk by **23.59 on Friday 23 September 2022.**

Please note that the information provided may be subject to publication or disclosure in accordance with the relevant legislation[[1]](#footnote-2) and will be stored in accordance with the Department for Education’s retention policy and procedures. If a request for disclosure of the information that applicant ERBs have provided is received, the department would consider any request for release very carefully. Such requests will be considered under the relevant legislation. Therefore, the department cannot give an absolute guarantee of confidentiality to applicant ERBs. An automatic confidentiality disclaimer generated by applicant ERBs’ IT system will not, of itself, be regarded as binding on the department.

## Section 1 – Applicant details

To meet the eligibility criterion applications must be led by an employer representative body as defined in section 2.3 of the application guidance ‘Local Skills Improvement Plans: Expressions of Interest for the designation of an Employer Representative Body for Cheshire and Warrington’.

#### Employer representative body:

|  |  |
| --- | --- |
| Organisation name |  |
| Address |  |
| Postcode |  |

#### Main contact:

|  |  |
| --- | --- |
| Name |  |
| Role / job title |  |
| Telephone number |  |
| E-mail address |  |

## Section 2 – Eligibility

Please confirm that the application is from a body corporate that is both independent of government and not a public authority or undertaking the functions of a public authority. Please note that any applications from corporations not meeting this criterion will be deemed ineligible for the designation and will not be considered further.

Choose an item.

**Section 3 – Specified Area**

The designated employer representative body will be responsible for leading the development of a local skills improvement plan for the specified area of Cheshire and Warrington. Please indicate this is the area for which you are applying by entering “YES” in the box below.

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## Section 4 – Your proposal

### Criterion 1: ERB is reasonably representative of the employers operating in Cheshire and Warrington

The ERB will need to demonstrate that it is reasonably representative of the employers operating in the specified geography. By:

* + describing how the body is reasonably representative of employers operating in the specified area including how the characteristics of the body's membership compare to the overall employers in the specified area;
  + demonstrating the degree of experience (including evidence of impact) of either the ERB itself or the experience of the leadership of the ERB in engaging with employers and representing their views in local policy development as well as working with other ERBs for common objectives;
  + demonstrating the strength of its plans to engage effectively with the range of employers and sectors (including hard to reach SMEs) in the specified area and reflect their views impartially; and
  + demonstrating the breadth of knowledge of its local economy and labour market.

Use this space to demonstrate how you meet the criterion.

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| Please type response here. Response should not exceed 750 words. |

### Criterion 2: ERB’s ability to work in partnership with colleges, Institutes of Technology and other providers

The ERB will need to demonstrate, with respect to local providers,

* + its breadth of knowledge of the local provider landscape;
  + degree of experience (including evidence of impact) of engaging with providers to achieve common aims; and
  + the strength of its plans to engage effectively with the range of providers delivering in the specified area, in an impartial manner.

Use this space to demonstrate how you meet the criterion.

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| Please type response here. Response should not exceed 750 words. |

### Criterion 3: ERB’s ability to work with MCAs/LEPs and engage with other stakeholders

The ERB will need to demonstrate that, with respect to local leaders and other stakeholders,

* + the degree of experience (including evidence of impact) in engaging with leaders and other stakeholders to develop and deliver to local priorities; and
  + the strength of its plans to engage effectively with leaders and other stakeholders.

Use this space to demonstrate how you meet the criterion.

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| Please type response here. Response should not exceed 750 words. |

### Criterion 4: ERB has the necessary strategic capacity, capability and leadership

The ERB will need to demonstrate that it:

* has the degree of leadership and governance experience to deliver a significant change programme in the specified area; and
* strength of the plans to deploy sufficient resource and capability to manage the LSIP programme across both the active development phase and the annual update phase, as well as ensure the benefits are fully realised.

Use this space to demonstrate how you meet the criterion.

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| Please type response here. Response should not exceed 750 words. |

## Section 5 – Declarations

Declaration by employer representative body applying for designation to develop the Local Skills Improvement Plan for Cheshire and Warrington.

I confirm that it is the intention of (insert name of employer representative body) to apply for designation to lead the Local Skills Improvement Plan for Cheshire and Warrington. I further confirm that:

* I have read the published the application guidance ‘Local Skills Improvement Plans: Expressions of Interest for the designation of an Employer Representative Body for Cheshire and Warrington’ and all the information included in this application is true and accurate to the best of my knowledge.
* The proposed commitments made in this application have been approved at a level within the organisation that has the authority to make the commitments set out in the application.
* My organisation meets the eligibility criterion for an employer representative body set out in section 2.3 of the application guidance ‘Local Skills Improvement Plans: Expressions of Interest for the designation of an Employer Representative Body for Cheshire and Warrington’.

I acknowledge that this application may be rejected should any information be deliberately withheld or misrepresented that is later found to be material in considering the application.

|  |  |
| --- | --- |
| Name of Employer Representative Body | Name and role of signatory (must be person with appropriate authority) |
|  |  |
| Date (DD/MM/YYYY) | Signature |
|  |  |

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1. Freedom of information Act 2000, Environmental Information Regulations 2004, the General Data Protection Regulation (GDPR) 2018 and the Data Protection Legislation Act 2018 [↑](#footnote-ref-2)