



ESF and Localism External Advisory Group

Terms of Reference - version 4

Remit

- 1 The purpose of the European Social Fund (ESF) and Localism External Advisory Group is to support the Skills Funding Agency (SFA) to fulfil its role in ESF funding and the implementation of localism policy, using the skills and experience of external experts. This is an opportunity for those stakeholders to influence decisions taken by the SFA and to contribute their expertise to ongoing improvements in our service.
- 2 The group will provide end-to-end external consultancy and advice to the SFA on:
 - assessing how the SFA can build on its past record of delivering ESF skills provision, as well as implementing the new service approach for Local Enterprise Partnerships (LEPs), through leading and directing continuous improvement within the SFA's approach
 - monitoring LEP feedback on our service and recommending actions; identifying and commissioning further work on the SFA's role in the 2014 to 2020 programme for the group to work on
 - receiving a regular national summary of what the SFA has achieved
 - engaging with their own networks to bring a breadth of input, and an opportunity to feed back, providing greater opportunities to influence the way the SFA works and supports LEPs, the skills sector and ESF

Membership

- 3 **Internal membership** – SFA membership will include Funding and Programmes division, Central Delivery Service, Finance and representation from Apprenticeships and Local Growth division areas.
- 4 **External membership** – representation will be by invitation and will include individuals from stakeholder and sector representative groups.
- 5 Members are responsible for communicating reliably with all colleagues within their organisations or networks who they represent. Members will attend each meeting or provide an appropriate, suitably-briefed

Skills Funding Agency

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A partner organisation of the Department for Business, Innovation & Skills

representative who has the delegated authority to make decisions on behalf of the member they are representing.

- 6 We show full membership of the ESF and Localism External Advisory Group in Annex A.

Reporting relationships

- 7 The ESF and Localism External Advisory Group will report directly into the SFA's ESF management group and to the executive directors of Funding and Programmes and Employer and Delivery Services.
- 8 Members will complete a member network statement regarding passing information to and from the ESF and Localism External Advisory Group.
- 9 The Group will meet as required but this is expected to be every two months, variable dependent on workload.

Review

- 10 We will review these terms of reference on a regular basis to ensure the group continues to be relevant and fit for purpose.

Date created 22 September 2015

Version 4



We are working with the European Social Fund (ESF), which promotes employment opportunities for all, to deliver this project/initiative. For further information, visit the [website](#) for ESF in England

Annex A: Membership

We give full membership of the ESF External Advisory Group.

Skills Funding Agency representation (internal)

Name	Division/Organisation
Mike Bell (Chair)	ESF and Localism
Sharon Forton	Investment and Implementation, Funding and Programmes Division
Karen Sherry	Central Delivery Services
Nick Wilson	Apprenticeships and Local Growth (ESF Lead)
Paul Rushton	ESF and Localism, Funding and Programmes Division
Ebrahim Dockrat	ESF and Localism, Funding and Programmes Division
Louise Proctor	Consumer Services
Jo Barkham	Secretariat

Stakeholder and sector group representation (external)

Name	Division/Organisation
Mike Cox	Association of Employment and Learning Providers
Teresa Frith	Association of Colleges
John Skinner	Department for Communities and Local Government
Sandra Turner	National Council for Voluntary Organisations
Tawhid Qureshi	Greater London Authority (LEP representative)
John Hacking	Third Sector National Learning Alliance
John Madill	Department for Business, Innovation and Skills
Helen Kaczmarek	Department for Business, Innovation and Skills
Russell Moss	Department for Business, Innovation and Skills
Angus Gray	ESF Managing Authority (ESF Division, Department for Work and Pensions)
Jasbir Jhas	Local Government Association
Beverley Burgess	Education Funding Agency
Pete Long	ESF Managing Authority (ESF Division, Department for Work and Pensions)
Rob Tabb	Knowsley City Council (LEP representative)
Greg Wade	Universities UK
Warren Ralls	LEP Network