

Freedom of Information – Response – 26939

I would be most grateful if you would provide me, under the Freedom of Information Act, details in respect to the contract below.

Norfolk and Suffolk Skills Bootcamps - AWARD:

<https://www.contractsfinder.service.gov.uk/notice/ff028d83-8f1e-4396-9104-4eb607e9b2a9>

The details we require are:

For the avoidance of doubt all answers refer to our tender reference CD1418

What are the contractual performance KPI's for this contract?

See pages 9-11 of the attached service specification

Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages

We did not include a PQQ stage. The successful suppliers at the ITT stage are shown in the award notice hyperlinked above.

Regarding the disclosure of other bidders at the PQQ and ITT stages:

The information requested is exempt under section 43 of the Freedom of Information Act (the Act) and is therefore withheld.

Section 43 exempts information, disclosure of which would be likely to prejudice the commercial interests of any person. Section 43 is a prejudice-based exemption, so the test for exemption is whether or not the commercial interests referred to in the section would, or would be likely to, be prejudiced by disclosure.

Release of the requested information would prejudice both Suffolk County Council (SCC)'s and the winning bidder's commercial interests.

Prejudice:

If SCC set a precedent for releasing suppliers' paid for, commercially sensitive information into the public domain, this could result in a limited pool of suppliers who are willing to work with us.

Section 43 is a qualified exemption. That is, it is subject to the public interest test (PIT). The Council considered the following in relation to the PIT:

Factors in favour of disclosure:

- Releasing the information would demonstrate accountability and transparency of Suffolk County Council's decisions*
- Releasing the information would demonstrate that Suffolk County Council is conducting its affairs with openness and transparency.*

Factors in favour of withholding:

- Releasing the information into the public domain would harm the winning provider's commercial interests and lessen their market share in the industry.
- Releasing this information would mean that SCC would have to identify one of the unsuccessful bidders and could potentially lead to some of their commercially sensitive information being released inadvertently by falling within the scope of this request.
- Releasing the company's proprietary information will impact on the Council's ability to procure this contract if bidding organisations' information is made freely available.
- Releasing the company's proprietary information will impact on the Council's ability to procure future procurements if bidding organisations' information is made freely available.
- Releasing the information would likely have an impact on the number of submissions received for future procurements.

There is a public interest in maintaining trust and preserving a free flow of information to a public authority where this is necessary for the public authority to perform its procurement functions.

Accordingly, we have determined that it is not in the interest of the Council to release the information. Therefore, this information is withheld under s.43 of the Act.

Actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date

£1,376,212.73

Start date & duration of framework/contract?

The contracts were awarded for the period 17 May 2024 – 30 September 2025, with an option to extend until 30 September 2026

Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

See attached service specification

Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?

As stated above

Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?

The contracts were awarded for the period 17 May 2024 – 30 September 2025, with an option to extend until 30 September 2026. No further extensions were offered. All contracts will cease 30 September 2026. Providers who wished to continue for Wave 6 went through a separate competitive procurement process with contracts issued October 2025.

Who is the senior officer (outside of procurement) responsible for this contract?

Head of Skills, Suffolk Economy – Directorate of Growth, Highways and Infrastructure.

Norfolk and Suffolk Skills Bootcamp Programme

Tender Specification

What do we want to Purchase?

Using Government funding, to be provided by the Department for Education, Suffolk County Council (SCC) are looking to appoint a selection of learning organisations and training providers to supply a range of Skills Bootcamps across a Norfolk and Suffolk geography during the financial year 2024/25.

SCC will be the contract holders and, working closely alongside Norfolk County Council, will act as a consortium for ongoing programme development, monitoring and reporting throughout the year to ensure that delivery meets and addresses local needs as well as the funding criteria and requirements of the Department for Education.

The Norfolk and Suffolk Skills Bootcamp Programme will provide a range of training courses (up to 16 weeks in length) aligned directly with the recruitment and skills needs of employers.

The award of contracts is subject to receipt by Suffolk County Council of funding from the Department for Education for the 24/25 Norfolk and Suffolk Skills Bootcamp Programme.

Deliverables

Providers will be required to deliver:

- Skills Bootcamps provision, outputs and results as outlined in the contract
- Evidence of employer need for each Skills Bootcamp
- Evidence of milestone achievement for each learner
- Delivery plan on receipt of signed contract alongside a robust plan to secure learners starts and employer engagement
- Wrap around support for the learners
- Case studies – minimum 1 per Skills Bootcamp
- Production of an annual self-assessment report and quality improvement plan
- Production of monthly and quarterly data returns and reports (specified by the DfE)
- A clear and compliant learner record (management system) milestone evidence trail

The Norfolk and Suffolk Skills Bootcamp Programme team will offer support and guidance to providers regarding the provision of these deliverables but ultimately the onus and responsibility is on the provider to ensure they are in place.

Background to Skills Bootcamps

Skills Bootcamps are Government-funded initiatives designed to help businesses find and hire the workers they need; as well as supporting adults to flourish and fulfil their potential through high quality training.

Skills Bootcamps aim to secure benefits for adults by giving them access to in-demand skills training and a guaranteed interview for a more sustainable, higher-skilled job and higher wages over time. The benefits for employers include helping them fill specific skills shortage vacancies, enabling them to become more productive, more quickly.

Skills Bootcamps are intensive, generally Level 3-5 or equivalent flexible training courses up to 16 weeks, with a guaranteed job interview (in the case of a new job), which equip adults with technical skills that enable them to access in-demand jobs, apprenticeships, new opportunities and an increased level of income over time (including for the self-employed).

The overall aims of the Skills Bootcamps are:

- to deliver flexible training programmes lasting up to 16 weeks, based on employer / sector 'in-demand' skills needs which may be either regulated (i.e. qualification based) or non-regulated (e.g. based on alignment with industry standards) enabling adults (both unemployed and employed) to undertake training around work and other commitments, looking to gain work, additional responsibilities, or access new opportunities and will offer a guaranteed job interview (in the case of a new job) to individual participants on completion of the course
- to address the needs of adults (19+) who are full-time and part-time employed, unemployed, returning to work after a break or self-employed, and provide individuals with wider access to opportunities to retrain, update or formalise their skills or acquire specialist skills
- to address the needs of employers and the wider economy, to deliver targeted interventions to meet short-medium term demand to fill vacancies and drive productivity. They will help fill medium-higher level vacancies and bring individuals closer to better jobs, by linking them with the requirements of a job/ different role, additional responsibilities or new opportunities/contracts

All successful providers will need to provide a clear indication of how they intend to recruit learners as widely as possible across Norfolk and Suffolk to ensure equal and fair opportunities for all residents. Providers will be expected to evidence how they intend to support all learners (including all protected characteristics) from across the geography of Norfolk and Suffolk, addressing issues of rurality, transport and broadband connection.

The Government also expects Skills Bootcamps to be designed to encourage the participation of underrepresented groups which may include, but not exclusively, ethnic minority background, disability, female, veterans, prison leavers. These may include those with protected characteristics (as defined in the Equality Act 2010) and those who might face barriers to employment.

Wherever possible and in line with eligibility requirements, training offered through the Norfolk and Suffolk Skills Bootcamp Programme will be accessible to all regardless of the protected characteristics of any individual.

Priority Subject Areas for 2024/25

For the 2024/25 contract, we are inviting proposals based on the following subject areas:

- Construction
- Creative Industries

- Digital
- Early Years
- Technical / Engineering
- HGV Driving

Embedded within these subject areas we would particularly welcome a focus on the ‘green’ skills required to support the shift to net zero and clean growth.

In addition to the sector subject areas noted above SCC also has the opportunity to deliver up to 30% of our total grant value for the 24/25 Norfolk and Suffolk Skills Bootcamp Programme in any sector/skill area that aligns with the [IFATE occupational maps](#) where there is evidence of demand. For example, leadership and management, agriculture, arboriculture, horticulture, logistics, health and social care.

We welcome bids delivering Leadership & Management programmes within individual sectors identified above, or within the ‘Other’ area of delivery. For example, we would particularly welcome bids from providers who can support the legacy work of the ESF Developing Skills in Health & Social Care programme managed by Norfolk and Suffolk County Councils.

We have identified the following subject areas for delivery – with the majority of bootcamps expected to commence deliver of at least one cohort before the end of July 2024.

50% (280 learners) of learners need to have commenced training by the end of September 2024. We will require successful providers to show how they can partially/fully support this requirement.

This table below shows indicative list of the bootcamps we will support. Alternative bootcamps will be considered where a strong evidence base and employer demand is provided.

Successful providers will be required to work with businesses to further refine the need and design the relevant courses, during delivery and to support the learners to gain a successful outcome. These discussions should be documented.

Providers will need to show how they have considered embedding green skills within all their proposed Skills Bootcamps.

	Subject areas	Indicative areas of Skills Bootcamps – these can be expanded upon providing there is strong evidence of employer demand.	Indicative Proportion of Programme Participants (dependant on tender process)
1	Construction	Level 2 – 5 <ul style="list-style-type: none"> • Civil Engineering and Groundworks • Utilities • Health and Safety • Construction Supervision • Retrofit Assessors, Advisors and Coordinators • CAD for Construction • Estimating Skills for Construction 	18%

		<ul style="list-style-type: none"> • Business Management Skills for Construction 	
2	Creative Industries	<p>Level 3 to 5 courses</p> <ul style="list-style-type: none"> • Games programming – Unity Coding • Leadership and Management 	5%
3	Digital	<p>Level 3 to 5 courses</p> <ul style="list-style-type: none"> • Cyber Security • Networking • Programming • Digital Marketing • Data Analyst • Web Developer • Full stack developers • Next.js 	15%
4	Early Years	<p>Level 3 to 5 courses</p> <p>Early Years Practitioners</p>	5%
5	Technical/Engineering	<p>Level 3 to 5 courses</p> <ul style="list-style-type: none"> • Welding • Fabrication • Engineering • Electronics • Electrical Aircraft Assembly • Automation and Machinery • Project management, • Health and safety • 	26%
6	HGV Driving	<p>Level 2 – 5</p> <ul style="list-style-type: none"> • Novice to HGV (Certificate of Professional Competence (CPC)) • Existing category C driver upgraded to category C+E 	5%
7	Other	Level 3 to 5 courses	26%

		<ul style="list-style-type: none"> • Arboriculture • Horticulture • Leadership and Management in Agriculture, Care Sector (Aspiring Managers), Creative Industries • Train the Trainer • Teaching Assistants • Learning Disabilities and Autism in Social Care (Level 2 and above) • Logistics/Warehousing • 	
	Total		100% [560 participants]

A training needs assessment is required for **all** learners to ensure they meet the learner eligibility requirements and are 'employment ready'. Any pre-requisites on learners should be fully evidenced by providers. Any learner who does not meet the required entry criteria should be actively directed to other positive opportunities to support their education and/or employment journey. The Norfolk and Suffolk Skills Bootcamp team can work with providers to identify the current suite of funded skills and employment programmes.

Providers shall ensure that risk management procedures are in place to cover all types of risks relevant to both the achievement of deliverables and to mitigate against any inherent risks in delivery (e.g. health and safety).

Successful providers will be required to work constructively and collaboratively with local and regional partners and other providers to support learner engagement, progression into work and referral arrangements. The intention through collaboration is to provide strong, strategic, place-based relationships delivering more skills and support for local residents.

All providers must demonstrate how they propose to work with employers, business intermediaries, sector groups and relevant catapults to validate the content of the bootcamps and secure positive outcomes for learners upon successful completion of their programmes. We anticipate this support to come in the form of guaranteed interviews, shared content creation and ringfenced roles.

A skills broker employed by SCC supports providers and engages with businesses. It is the joint responsibility of the skills broker and provider(s) to ensure successful delivery of cohorts from an employer engagement perspective. Actual delivery of the skills bootcamps remains solely the responsibility of the provider(s).

In addition to the development of employment and progression opportunities from employers, we anticipate Norfolk and Suffolk businesses supporting the programme through a range of activities, which in partnership with providers may include:

- Providing space for training
Providing 'real world' environments for the training and application of learnt tasks.
- Providing technical equipment for learning
In the use of current equipment, technical knowledge and contemporary practices

- Helping delivery of the training – e.g., providing some learning materials or teaching part of the course content
- Giving their workers time to learn
Acknowledging the business case of benefits for the organisation in upskilling staff and increasing productivity

Successful providers will proactively utilise evidence of local need to drive delivery of Skills Bootcamps and bring forward cohorts. Providers will need to state what data and information has been used to determine which Skills Bootcamps and learner numbers have informed proposals.

Learner Eligibility

To be funded through this Programme, learners must be aged 19 and over on 31st August within the Education Skills Funding Agency (ESFA) funding year.

This means:

Learners must be aged 19 or older:

on or before 31 August 2023 for bootcamps starting between 01 April 2024 and 31 July 2024

on or before 31 August 2024 for bootcamps starting between 01 August 2024 and 31 March 2025

Skills Bootcamps aim to support participants aged 19 and over with improved employment outcomes. Providers should consider how their Skills Bootcamp will support these participants effectively into a positive employment outcome.

No prior attainment is required unless specifically prescribed by an employer and/or specifically related to the job and sector within which the vacancies offered are situated. An adult may only undertake one Skills Bootcamp per funding year.

An adult must have the right to work in the UK, live in England and meet the residency eligibility requirements noted in the Residency Eligibility of the [Adult Education Budget funding rules](#).

Level of Delivery

Skills Bootcamps must be delivered at Level 3-5 or equivalent, with the exception of Skills Bootcamps in Construction, Green Skills and HGV Driving which may be delivered at Level 2 or equivalent.

All training must either be accredited, aligned to occupational standards managed by the Institute for Apprenticeship & Technical Education (IfATE) or utilise a recognised standard for representing attainment (e.g. RARPA, SFIA). This must be clearly specified in the tender submission. Where the third pathway is chosen, a higher standard of evidence for employer engagement will be required.

Course Length

All courses to be provided through the Norfolk and Suffolk Skills Bootcamp Programme will need to be a minimum of 60 Guided Learning Hours (GLH) and a maximum of 16 weeks.

The exceptions to this are:

- Digital Skills Bootcamps where a minimum of 100 GLH is required (unless it is a Pathway to Accelerated Apprenticeship Digital Skills Bootcamp, in which case a minimum of 60 GLH is acceptable.)
- HGV Driving where GLH required can be less than 60 GLH.

Guided Learning Hours are the time a learner spends being taught or instructed by – or otherwise participating in education or training under the immediate guidance or supervision of a lecturer, supervisor, tutor or other appropriate provider of education or training whether this is in person or online.

Profile of Delivery

Our expectation is that the majority of bootcamps will have commenced with at least one cohort before the end of July 2024 and at least 50% of learner starts by the end of September 2024. All learners must have completed training by the 31st March 2025, with a requirement on providers to continue data monitoring, collection and sharing for 6 months after the end of their programme and up to the 30th September 2025.

Course Content & Flexibility

All Norfolk and Suffolk Skills Bootcamp Programme providers will engage with Suffolk County Council on a regular basis to ensure that the quality of training provided by the programme is of a high standard.

Skills Bootcamps should be delivered flexibly in order to accommodate the concurrent commitments of participants. This includes the work-related responsibilities of those employed in either a full-time or part-time role as well as around any other commitments that may apply to any participant (employed or unemployed). Courses should also be accessible to learners and adjustments must be made, as appropriate, for those learners with Protected Characteristics (as defined by the Equalities Act (2010)).

DfE and SCC will not fund any part of any learner's learning aim or programme that duplicates provision the provider has received funds for from any other source, known as double funding.

Where there is an appetite to explore accelerated apprenticeships providers should also include this in their proposals.

Providers must provide a 'wraparound service' of learner support (for example, using a coaching/mentoring approach), from programme application stage, during, and post programme, to move people into jobs/new roles and opportunities. This should include upfront screening of applicants, soft skills (or work readiness) training to support the occupational skills training, vacancy/role/opportunity identification, providing pastoral services to help participants complete the programme.

This shall also include follow-up services to participants and employers to support job placement mentorship, pastoral support and high-quality advice and guidance to support the learner into a positive employment outcome (for example, CV writing support, mock interviews).

Suffolk County Council will look to highlight opportunities for providers to link their provision to additional support available from across the system that remove barriers to participation for those from disadvantaged backgrounds or with specific barriers to accessing training. Providers will need to respond to these opportunities.

All learners will need to progress onto a guaranteed job interview (for those not co-funded by their employer) upon the completion of the Skills Bootcamp. Interviews should be a genuine vacancy related to the skills gained through the Skills Bootcamp and the job must be expected to last at least 12 weeks. Providers should ensure interviews are offered to all independent learners; without the offer of an interview the Skills Bootcamp is not complete.

The programme team will work closely with providers and employers in the implementation and delivery of bootcamp provision, ensuring content aligns as closely as possible with immediate employment and progression opportunities.

To further support providers, the Norfolk and Suffolk Bootcamp Programme team have staffing resource to develop learner referrals and help secure employer opportunities (job interviews) alongside, your own efforts. This will include the engagement of employers and associated vacancies within relevant sectors.

Our provision of a Skills Bootcamp Broker promotes and engages with stakeholders including the Department of Work and Pensions plus the significant number of employment programmes available locally – supporting the development of learner pathways to appropriate Skills Bootcamp provision.

Provision may be delivered remotely online or face to face or through a blended approach and providers should provide a clear rationale for their chosen method of delivery. All providers will be required to demonstrate how they have considered how to support the participation of those in rural areas as well as urban areas through alternative methods of delivery.

All parties must agree to share Skills Bootcamps performance data with and between DfE and all Skills Bootcamps Grant Recipients. This will enable all funders to review previous performance of training providers within the programme when considering new and additional delivery contracts.

Providers will also be required to follow guidance on communications, marketing and publicity.

Provider Eligibility

This programme is open to all training providers registered on the UK Register of Learning Providers – providers not currently registered can apply www.ukrlp.co.uk. It is also open to any employer/s or employer bodies.

Since April 2023, Skills Bootcamps have been subject to Ofsted inspection. Providers should be aware of this and plan accordingly.

The DfE’s Skills Bootcamp team also carry out Quality Monitoring visits so providers need to have an ‘open door’ approach to this requirement.

Mandatory Requirements

The mandatory requirements for Skills Bootcamp provision are as follows:

For all

- Certificate of achievement
- Although we are not stipulating that specific vendor qualifications or accredited qualifications are delivered, these should be included where it is deemed necessary to secure a positive outcome

For the unemployed/independent learner

- A guaranteed job interview for a genuine vacancy related to the Skills Bootcamp studied
- Clear and structured support in securing employment, both during the skills bootcamp and upon completion

For the self-employed

- Able to demonstrate that they have secured enhanced contracts of work following the skills bootcamp

For the employed

- An increase in responsibility within current employment to be demonstrated by a letter from the employer AND/OR
- A change of job role to be demonstrated by an employment contract/job offer letter

Key Performance Indicators (KPIs)

Performance for the Suffolk County Council contract for the Norfolk and Suffolk Skills Bootcamp Programme will be monitored by the Department for Education against the following KPIs:

Learner Starts	A minimum of 560 learner starts across the programme before 31 March 2025.	560
Learner Starts by end of September 2024	A minimum of 280 learner starts across the programme before 30 th September 2024.	280
Learner Starts by end of July 2024	A minimum of 112 learner starts across the programme before 31 st July 2024	112
Learner Completions	At least 80% of learners complete their course.	448
Guaranteed Interview for each Relevant	Interview must be for a job (which can be an apprenticeship) (or access to new opportunities in the case of the self-employed). The interview must be for a job that matches the	100%

Learner* on the Skills Bootcamp *A Relevant Learner is one who is not training with the support of their existing employer, or are self-employed.	skills acquired through the successful completion of the Skills Bootcamp	
Learner Outcomes / Career Progression	<p><i>Unemployed learners/independent learners:</i> Should get a new job (which can be an apprenticeship) within 6 months of completion of the training element of the Skills Bootcamp programme that utilises the skills acquired in the Skills Bootcamp</p> <p><i>Employed Learners being supported by their employers:</i> Should get a new or different role within 6 months of completion of the training element of their Skills Bootcamp, that utilises the skills acquired in the Skills Bootcamp.</p> <p><i>Self-employed learners:</i> Should secure new opportunities/contracts within 6 months of completion of the training element of their Skills Bootcamp programme that utilises the skills acquired in the Skills Bootcamp</p>	75%
New Skills	Learners who successfully complete the Skills Bootcamp will have acquired new skills within the scope of the Skills Bootcamp programme	100%
Referral to alternative opportunities	Learners who are unsuccessful at post completion interview should be referred to other job and training opportunities	100%
Learner Drop-Out Rates	Robust recruitment and learner support processes must be in place to minimise learner drop-outs	<= 20%
Employer Engagement	Every Skills Bootcamp should be able to evidence Employer Engagement at the Design Stage, during the Delivery Stage and Post Skills Bootcamp Stage, supporting the learner into the improved outcome	100%
Employer Co-Funding	<p>Where employers are utilising Skills Bootcamp training for their own existing employees*, all employers must co-fund the training with a cash contribution. Wages/employment costs of the employee whilst on training cannot be used.</p> <p><i>*Employee defined as directly employed by the employer, not a worker, sub-contractor, or freelancer</i> <i>** SME defined as an employer with less than 250 employees.</i></p>	<p>=/>30% of Skills Bootcamp Cost</p> <p>=/>10% of Skills Bootcamp cost if the employer is an SME**</p>

Please note. The awarding of contracts as a result of this tender specification is subject to receipt by Suffolk County Council of funding for the 24/25 Norfolk and Suffolk Bootcamp Programme from the Department for Education.

Providers will need to adhere to these KPIs. This includes a requirement to partially contribute to the delivery of the Department for Education's target of 280 starts by the 30th September 2024.

Monitoring and Reporting Requirements

Providers will be required to capture, retain and submit compliant evidence for contractual and performance purposes, in line with the Key Performance Indicators and Mandatory Requirements noted above. Providers will also be expected to analyse and report on their performance and progression data of applicants, learner starts, learner achievement and learner outcomes.

Providers also need to supply monthly and quarterly DfE Data Return Spreadsheets through the Suffolk County Council Management Information system and subsequently data via the Individual Learner Record (ILR) from September 2024 onwards. This details the following learner information:

National Insurance Number

First name and surname

Postcode

Date of birth

Prior attainment

Learner employment status including earnings and employment information

Benefits information

Caring responsibilities

Gender

Disability

Ethnicity

You will also be required to share Employer engagement information, including contact information and how they are supporting the Skills Bootcamp programme.

Our Ambition for Norfolk and Suffolk

The [Norfolk and Suffolk Economic Strategy](#) sets out our ambition to transform our economy into a globally recognised, technology-driven and inclusive economy which is leading the transition to a zero carbon economy through sustainable food production, clean energy generation and consumption and digital innovation; becoming one of the best places in the world to live, work, learn and succeed in business.

The Strategy sets out a number of actions that have been agreed with partners to inspire and enable all people across our region to access employment, upskill and reskill, including

addressing labour market shortages through a combination of automation, reskilling and attracting talent to learn and work here.

The successful delivery of the Skills Bootcamps programme provides a good opportunity to support our local businesses and our people.

Payments (for information only – no need for response)

Skills Bootcamps are paid monthly in arrears against compliant milestone evidence delivered up to the maximum contract value. Providers will be working within the following payment model:

Payments	Percentage	Terms and Conditions
1 st payment	40%	On completion of 14 qualifying days and a minimum of 10 Guided Learning Hours.
2 nd payment	30%	Successful completion of the training programme and an offer of an interview for a job that matches the new skills acquired through the bootcamp where the learner is fully funded; or an offer of a new role / or responsibilities to match the new skills acquired / or, where the learner is self-employed, written confirmation from the learner of how the new learning has been / will be applied
Final payment	30%	Positive Outcome payment i.e. offer of a new job (and continuous for at least 12 weeks), an Apprenticeship, a new role or additional responsibilities with an existing employer, or new contracts or new opportunities for the self-employed, utilising the skills acquired in the Skills Bootcamp, within 6 months of completing the Skills Bootcamp

Where the employer is training their own existing employees (defined as someone directly employed by the employer, not a worker, sub-contractor, or freelancer), Skills Bootcamps will be **co-funded** at 30% by the employer. This is reduced to 10% towards the cost of training where the employer is an SME (defined as an employer with less than 250 employees) training their own existing employees. It is the responsibility of the providers to invoice these employers direct.

Courses are **fully funded** by Government for individuals not being co-funded by their employer and for the self-employed. There must be no charges to the individual learner.

Evidence of Demand for Local Skills Bootcamps (for information only – can be used by bidders alongside their own evidence of demand)

Across Norfolk and Suffolk there is a need to upskill the workforce and create a pathway to Level 4+ qualifications. Only 35% of the Norfolk and Suffolk population hold a Level 4+ qualification, relative to the national average of 43% and we are aware that the requirement for higher level skills is increasing. This is particularly imperative for STEM subjects, as only 40% of HE qualifiers were in STEM subjects relative to the national average of 42%. The outlined Skills Bootcamp categories will help support this pathway.

Digital

There is a continued increase in demand for technical and digital skills across the Norfolk and Suffolk economy. As shown by the graph below, the volume of unique job postings in Norfolk & Suffolk requiring digital skills has risen significantly over the last 12 months, increasing from 1,402 in July 2022 to 1,978 in July 2023 (a 41% increase).

The demand-supply variance table shows that some of these vacancies are forecast to be in areas which are currently underrepresented locally in FE and apprenticeships. The table displays evidence of a need for increased provision in the following digital core bootcamp subject areas; DevOps, Games, Software Development & Support; as well as Computer Engineering spanning across the Cloud, Cyber, Network, Software Engineering and Web subject areas as well. Data Analysis skills requirements in the Agricultural sector was highlighted in the recent Local Skills Improvement Plan and an area of focus for the Eastern Space Cluster group supporting the Agri-Food Industry.

SSA 2 Program	Program	FE & Apprenticeship Achievements (2022)	Forecasted Annual Openings (2023/24)	Demand-Supply Variance
ICT Practitioners	IT/Computing	97	620	523
	ICT Systems Support	5	471	466
	Information Systems	1	208	207
	ICT Systems Installation and Maintenance	0	199	199
	Game Development	0	175	175
	Software Development	0	147	147
	Communications	0	128	128
Engineering	Computer Engineering	0	81	81
ICT Practitioners	Hardware Development	0	19	19

Demand-Supply Variance (Lightcast) – Information & Communication Technology – Norfolk & Suffolk

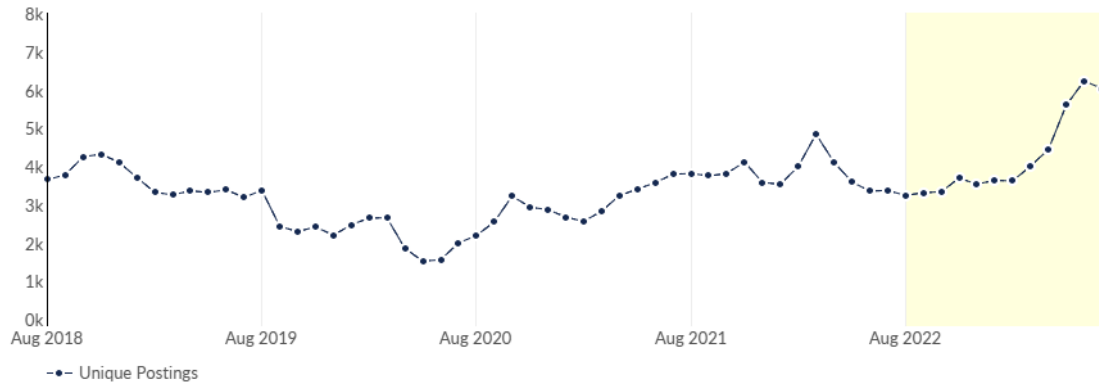
Technical

Norfolk and Suffolk have a strong a growing Advanced Manufacturing and Engineering sector, with national expertise in automotive, civil aviation, space, composites, and pharmaceuticals. The New Anglia Advanced Manufacturing and Engineering (NAAME) network, which consists of over 200 businesses, have identified the need to enhance skills in areas such as engineering design and project management, welding, electrical and electronics, fabrication and health and safety. The network has identified the need for sustainable HR management, lean and digitisation recognising it will deliver innovation, productivity and support the transition to net zero.

Local research has shown a serious current shortage of technical-skilled staff and significant gaps in the technical skills of the existing workforce. It highlights the compelling need for additional numbers of technically skilled people and an imperative to expand technical training by at least 10% in the next five years.

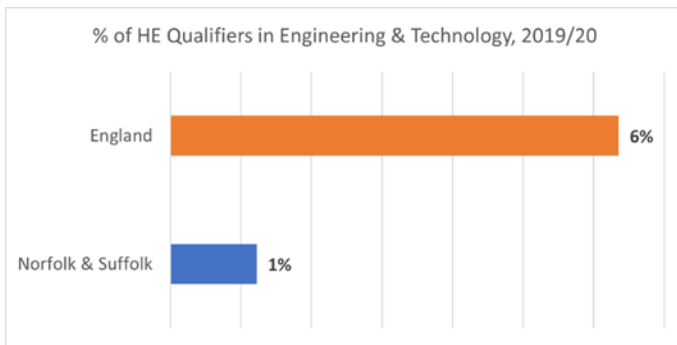
The volume of unique job postings in Norfolk & Suffolk requiring engineering-related skills has risen rapidly over the last 12 months, as shown by the graph below, increasing from 3,385 in July 2022 to 6,066 in July 2023 (a 79% increase).

Unique Postings Trend



Unique Job Postings Trend (Lightcast) – Norfolk & Suffolk – Manufacturing Technologies, Transportation Operations & Maintenance, and Engineering

Despite the substantial anticipated future demand for engineering-related skills across Norfolk & Suffolk, the volume of Engineering & Technology higher education qualifiers from local providers currently falls far short of the national average. As a result, one of the ambitions for the technical core bootcamps is to support the pathway into Level 4+ qualifications.



Source: HESA

The demand-supply variance table shows that some of these vacancies are forecasted to be in areas which are currently underrepresented locally in further education and apprenticeships. There is clear evidence of a need for increased provision across all the technical core bootcamp subject areas.

SSA 2 Program	Program	FE & Apprenticeship Achievements (2022)	Forecasted Annual Openings (2023/24)	Demand-Supply Variance
	Manufacturing Technologies	48	1,570	1,522
	Transportation Operations & Maintenance	440	1,513	1,073
	Maintenance	150	394	241

Engineering	Aerospace Engineering	0	181	181
	Engineering (General)	291	470	179
	Mining Engineering	0	161	161
	Marine Engineering	2	124	122
	Mechanical Engineering	14	127	113
	Materials Engineering	0	108	108
	Engineering n.e.c.	13	101	88
	Industrial Engineering	0	82	82
	Computer Engineering	0	81	81
	Nuclear Engineering	0	75	75
	Civil Engineering	4	69	65
	Engineering Technology	92	156	64
	Chemical Engineering	0	26	26
	Energy and Water	0	21	21
	Renewable Energy	0	13	13
	Forging	0	9	9
Welding	24	31	7	

Demand-Supply Variance (Lightcast) – Manufacturing Technologies, Transportation Operations & Maintenance, and Engineering – Norfolk & Suffolk

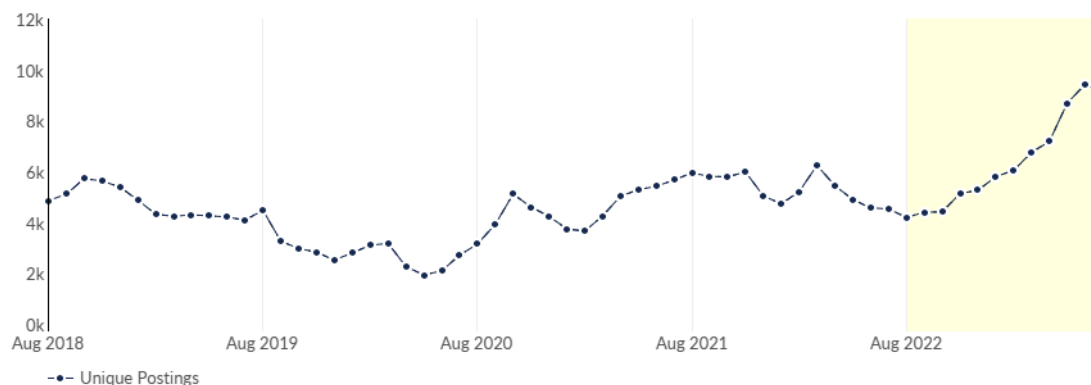
Construction

The Norfolk and Suffolk construction sector is a major strength of the region. It is large and diverse, with emerging specialisation in Passivhaus and sustainable design.

- 138,721 employed in CSN occupations in 2021 (16% above national average)
- 42,406 directly employed in the sector (19% above national average)
- Sector employment increased by 7.9% locally from 2018 to 2021, relative to 5.6% nationally.
- Average wage of £38k per job locally, in comparison to £36k nationally

As a result, there is significant existing demand for construction-related skills across Norfolk & Suffolk, with this demand increasing further over the last 12 months, as shown below by the volume of unique job postings in Norfolk & Suffolk for construction occupations. The demand for these skills will remain high over the next 15 years¹ due to the volume of local infrastructure projects. The ability to fill these vacancies is compounded by a 25% decrease of FE and Apprenticeship Achievements in construction between 2021 and 2022.

Unique Postings Trend



Unique Job Postings Trend (Lightcast) – Norfolk & Suffolk – Construction Skills Network Occupations

Furthermore, as outlined by the Technical Skills Legacy Report commissioned by the Suffolk Growth Programme Board and Norfolk County Council, demand for these particular skills sets will remain high over the next 15 years due to the volume of local infrastructure projects due to take place. Because of this, there is evidence of a need for increased construction-related provision. As shown in the demand-supply variance table, some of these vacancies are forecasted to be in areas which are currently underrepresented locally in further education and apprenticeships.

SSA 2 Program	Program	FE & Apprenticeship Achievements (2022)	Forecasted Annual Openings (2023/24)	Demand-Supply Variance
Building & Construction	Construction	224	1,258	1,034
	Built Environment	0	483	483
	Construction Equipment Operation	3	251	248
	Insulation & Building Treatments	0	229	229
	HVAC & Refrigeration	0	211	211
	CCN1 (Gas Safety)	15	196	181
Urban, Rural, & Regional Planning		5	141	136
Architecture		0	86	86
Building & Construction	Surveying	9	82	73
	Site Management	11	81	70
	Electrical and Electronic Technology	218	274	56
	Window and Door Installation	0	51	51
	Quantity Surveying	0	49	49
	Stone Masonry	0	38	38
	Plumbing	166	196	30
	Roofing	1	21	20
	Floorcovering Occupations	1	20	19
Plastering	10	16	6	

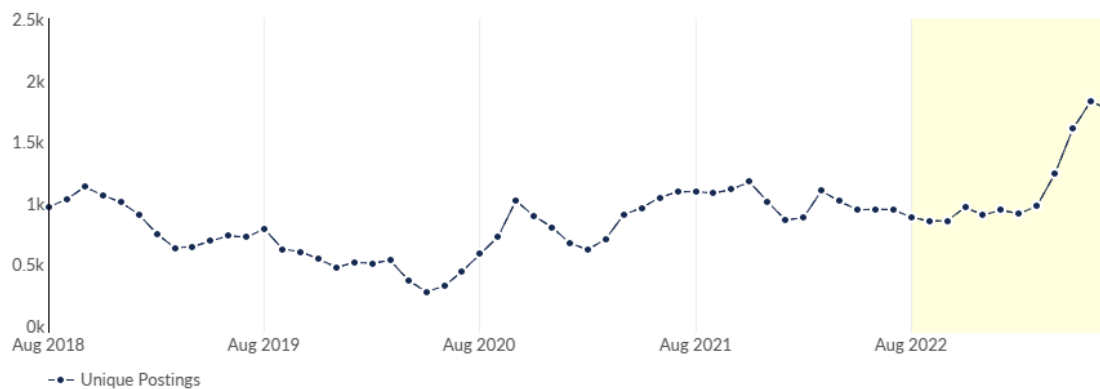
HGV

Home to the UK's largest container port at Felixstowe and nationally significant ports for the energy and agri-food sectors, Norfolk and Suffolk has a strong logistics cluster. With significant opportunities through Freeport East, A14 corridor emerging as a major location for smart logistics hubs and Port expansion and innovation plans.

The Norfolk & Suffolk logistics sector is a major strength of the region:

- 27,622 employed in Transport & Storage occupations (14% above national average)
- Sector employment increased by 1% locally in the past year
- Average wage of £28k per job locally, in comparison to £27k nationally

Unique Postings Trend

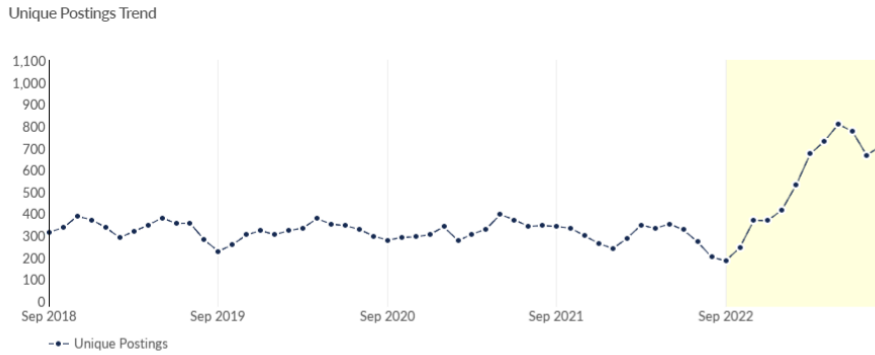


Unique Job Postings Trend (Lightcast) – Norfolk & Suffolk – Transportation

The above chart shows the rapid increase in transportation job postings over the last 12 months. It is also worth highlighting that Suffolk is set to be the location for the UK's next major nuclear power plant project at Sizewell C – which will add even greater demand to this sector in terms of both labour and skills.

Early Years

Early discussions with early years providers have indicated a need to provide support to increase skills in their workforce. The chart below shows the unique job postings trend for early years related roles. There has been a sharp increase in demand for these roles over the last 12 months, rising from 202 job postings in August 2022 to 708 job postings in August 2023.



Unique Job Postings Trend (Lightcast) – Norfolk & Suffolk – Early Years

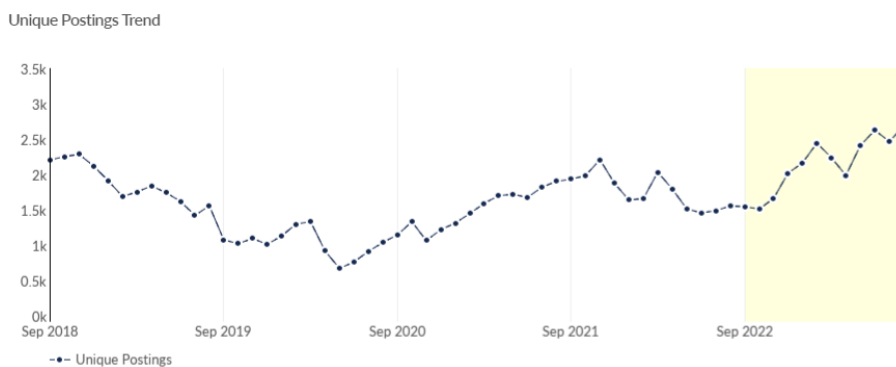
The table below indicates that there are gaps between the local demand for early years related roles and the supply of local further education and apprenticeship graduates with the relevant skills. It is forecasted that there will be 1,500 annual openings in paediatrics across 2023 and 2024, however there were no recorded achievements in that SSA 3 Program in 2022.

In relation to early years education, there are 1,765 forecasted annual openings across 2023 and 2024, far more than the 175 achievements in related sector subject areas in 2022. This highlights the need to increase the supply of skills and labour across these areas.

Creative Industries

Norfolk and Suffolk have a strong and diverse creative industries sector, with concentrations around Norwich and Ipswich, with Norwich ranked 14th in the UK's creative clusters. It is one of the fastest growing sectors in the UK and covers a wide range of exciting industries from fine art to computer games.

The graph below highlights the significant growing demand for creative occupations across Norfolk & Suffolk, with the volume of unique job postings rising from 1,557 to 2681 between August 2022 and August 2023.



Unique Job Postings Trend (Lightcast) – Norfolk & Suffolk – Creative Occupations

5.7% of the UK's games developers reside in the area with plans to increase this to 10% through an Inward Investment bid via Dept of Business and Trade. Companies such as Sketchbook Games and Fairer Games are recruiting in this area.

The table below indicates that there are gaps between the local demand for roles with the creative industries and the supply of local further education and apprenticeship graduates with the relevant skills. For example, across 2023 and 2024, there are 437 and 86 forecasted annual openings in Publishing & Information Services and Architecture respectively, however there were no recorded achievements in that either program in 2022. This suggests that there are likely to be difficulties with filling these forecasted openings due to there not being the necessary skills and labour pipeline.

SSA 2 Program	Program	Achievements (2022)	Forecasted Annual Openings (2023/24)	Demand-Supply Variance
Arts, Media and Publishing	Publishing & Information Services	0	437	437
Construction, Planning & the Built Environment	Architecture	0	86	86

Demand-Supply Variance (Lightcast) – Early Years – Norfolk & Suffolk

Create East is a business scale up initiative funded by the Department for Digital, Culture, Media and Sport. It provides creative industries business support through the Create Growth Programme, designed to create more jobs and drive economic growth. The development of skills within this business is key to their growth. Following a survey with some of these businesses key areas of skills needs include - Digital Marketing/Branding and Creative leadership.

Leadership and Management

The Norfolk and Suffolk Economic Strategy identifies the importance of prioritising leadership support for our entrepreneurs, SMEs and those in new high-growth businesses. Leadership and management fundamentally underpins three of the area's major strategic objectives and challenges – the adaption to digitisation and automation, building a greener and more sustainable economy, enhancing overall levels of productivity. If we are to attain any or all of these key objectives, high levels of leadership and management capability will be necessary. Develop high quality, innovative business leaders across all our sectors from start-ups to established companies will be key to our success.

The link between productivity improvement and developments in leadership and management training are well evidenced by a plethora of third-party research, as expressed by prominent bodies such as the CBI², Chambers of Commerce, CIPD etc. Improving and investing in leadership and management is rendered all the more important for Norfolk and Suffolk in light of the analysis in our cross-cutting skills report. This report highlighted the extent to which certain segments of our local economy are led and managed by a cohort of employees set to retire imminently – an effect which has been brought into sharper focus recently by the increased trend in over 50s withdrawing from the full-time workforce -post pandemic.

² CBI Feb 2022 – Invest in Leadership and management capability [How investing in leadership and management can boost attraction, retention and productivity | CBI](#)

Leadership & Management is a key skill listed in 25% of all job postings across Norfolk and Suffolk³.

Health and Social Care

Growth in Health and Social Care is essential if the sector is to be able to respond to an ever-increasing demand for its services. The sector accounts for approximately 102,700 jobs across Norfolk and Suffolk, some 13% of total employment, making it the largest sector by employment in this region.

National data indicates that across adult social care in Norfolk and Suffolk 42% of the workforce have no qualifications compared to a national figure for the sector of 32%. The data also indicates that the proportion of qualified staff in Norfolk and Suffolk for levels 2, 3 and 4 and above is consistently 5 % lower than the national figure.

This sector experiences high staff turnover, for Norfolk and Suffolk this fluctuates at about 25%, with a vacancy rate of just over 4%. Conversations with DSHSC note the continued demand for Leadership and Management together with courses on Learning Disabilities.

Green Skills

Local demand for green skills is growing rapidly, with evidence showing a substantial rise in demand for green jobs post-pandemic. As a result of businesses adjusting for a net zero economy, the volume of green job postings has increased significantly in recent months. The table below highlights some of the green skills that are in particularly high demand locally.

Green Skill	Vacancies	Location Quotient
Environment Health And Safety	1,796	0.98
Occupational Safety And Health	821	1.31
Waste Management	459	0.92
Safety Culture	367	1.31
Renewable Energy	366	0.83
Planning Permission	343	1.17
ISO 14000 Series	301	0.95
Water Treatment	241	0.84
Geotechnical Engineering	217	1.06
Ecology	214	1.09
Environmental Resource Management	213	0.99
High Voltage	207	0.92

³ Lightcast Top Common Skills analysis Oct 2022

Environmental Laws	196	0.88
Land Tenure	192	1.39
Environmental Health	185	1.13

Vacancies & Location Quotient for Green Skills (Lightcast) – Norfolk & Suffolk – Nov-22 to Oct-23