**SKILLS ADVISORY PANELS: Use of Funds Statement FY 2020-21**

The Memorandum of Understanding that accompanied the £75k grant paid to you in FY 2020-21 set out that you shall provide a use of funds statement, confirming the grant received and spent was used wholly for the purposes for which it was given, signed off by your Accounting Officer (please return the audit chain alongside this statement).

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| **LEP/MCA Name: Stoke-on-Trent & Staffordshire LEP** | **Date Completed:** |
| **Accounting Officer sign off:**  Assistant County Treasurer (Deputy 151) | **Date Completed:**  **01-07-2021** |

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| **Specify the value of any funding exceptionally carried over from SAPs grant in FY 2019-20** | **£Nil** |

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| **Category of spend** | **Activities**  Please outline any activities undertaken using the funds provided | **Cost**  **(£ spent)**  How much each activity has cost to date | **Comments**  Please add any other information you feel may be relevant/useful, e.g benefits, outcomes, any difficulties encountered |
| **Building in-house capability –** staffing costs | The Economy & Skills Analyst was permanently appointed by Staffordshire County Council in July 2019. The post was part funded £15,000 from 2020/21 SAP grants and the balance of the salary costs met by the Staffordshire County Council and Stoke-on-Trent City Council. The main duties of the role to include the refresh of SAP evidence base and the LSR, consultation with key partners. | £15,000 | The post has provided additional analytical capacity to undertake the qualitative engagement of businesses and key stakeholders to collate and analyse local skills and LMI to complete the SAP evidence base and the Local Skills Report.  The post has also provided the skills data and analysis to inform ongoing COVID-19 economic and skills strategic assessment to inform local COVID-19 recovery strategies, and general economy and skills analyst support to the Stoke-on-Trent & Staffordshire LEP, Staffordshire County Council, Stoke-on-Trent City Council and wider partners. |
| **Building in-house capability –** other (e.g. training) |  |  |  |
| **Purchasing data or other analytical tools** | The 20/21 SAP grant provided £5k, matched by £10k from Staffordshire CC and Stoke-on-Trent CC to fund the purchase of a one-year licence for the EMSI analyst tool for ten users across the LEP, Staffordshire & Stoke-on-Trent Councils. | £5,000 | There is increasing demand for better labour market information (LMI) in Staffordshire and Stoke-on-Trent, especially since the creation of the SSLEP Skills Advisory Panel (SAP) and the more acutely following the COVID-19 pandemic. It is recognised that good LMI is vital to making informed decisions regarding the development and growth of the local economy and the effective commissioning of successful employment and skills programmes. The EMSI analyst tool was purchased to further improve our understanding of employment and skills needs in Staffordshire and Stoke-on-Trent (<https://www.economicmodelling.co.uk/>) |
| **External commissioning or contracting** - analytical reporting, deep dives or secondary research |  |  |  |
| **External commissioning or contracting** - surveys, evaluation or primary research |  |  |  |
| **External commissioning or contracting** - other |  |  |  |
| **Stakeholder engagement** (e.g. events, consultations) |  |  |  |
| **Allowable administrative costs** |  |  |  |
| **Total** |  | **£20,000** |  |
| **Total of any funding not spent by 31/03/2021 and description of any extenuating circumstances for rolling into FY 2021-22** |  | **£55,000** | Authority to carry forward the balance £55,000 was provided by Kerry Ng SAP Programme team on 18.3.21. |