

## Surrey Skills Leadership Forum (SSLF)

<b>TERMS OF REFERENCE (ToR)</b>	
<b>Context</b>	<p>The Surrey Skills Leadership Forum (SSLF), is a strategic leadership body which sets the vision and supports the development of a demand-led, inclusive Surrey skills system. The Board will have a lead role in supporting the delivery of the Surrey Growth Board’s Strategic Priority 3 - to maximise opportunities within a balanced, inclusive economy and in producing a Surrey Local Skills Improvement Plan.</p> <p>The SSLF is a multi-agency group of senior people who hold a level of responsibility which can be drawn upon to make a long-term, sustainable difference to how skills and employability training is delivered in the county. It is a strategic group which presents an ambitious, evidenced perspective which builds on good practice in other areas and adds value to Surrey.</p> <p>The SSLF’s vision will be closely aligned to government and regional economic policy taking an evidence-led approach to impacting economic growth and inclusion in Surrey through a focus on local employment and skills demands and a targeted approach to residents’ needs. This will include leadership of a Surrey Local Skills Improvement Plan (LSIP).</p>
<b>Purpose</b>	<p>The purpose of the Surrey Skills Leadership Forum (SSLF) is to:</p> <ul style="list-style-type: none"> <li>• Own and drive forward a strategic vision for an inclusive, demand-led skills system aligned to Surrey’s strategic ambitions including, Health and Wellbeing Board, One Surrey Growth Board and the Surrey Greener Future Board priorities</li> <li>• Provide specialist input and insight on research, development, and an employer-led, coordinated approach to supporting the skills system in Surrey; this is likely to include the implementation of a Surrey Local Skills Improvement Plan (LSIP).</li> <li>• Work to improve coordination of Surrey’s skills provision to meet employer needs and ensure that people excluded from the labour market are able to take up the skills and employment opportunities available to them.</li> <li>• Take an innovative approach in establishing new interventions and approaches which meet an identified skills or employment need.</li> <li>• Provide added value through the collaborative efforts of all representative organisations</li> <li>• Be the recognised expert voice on skills and employment for all in Surrey</li> <li>• Work to identify and access funding and resources to deliver on the objectives of the Forum.</li> </ul>
<b>Membership (representatives)</b>	
<b>Joint Chair</b>	<p>The Forum is jointly Chaired by a representative employer and skills provider. Both will be strategic leaders and, through their role as Chair will also represent the SSLF vision and objectives on the One Surrey Growth Board.</p> <p>The Joint-Chair will be elected annually by the Surrey Skills Leadership Forum. They should be nominated by and voted in on a simple majority of members. The Chairs will not take on a term longer than three years.</p>
<b>Members</b>	<p>Membership of the Forum will include representation from 11 organisations. This number can be increased by a simple majority vote by members.</p> <p>Membership numbers should be equally balanced across the business and provider community. Membership should be annually reviewed and refreshed to ensure that it is fit for purpose.</p> <p>By undertaking a role as a representative member, individuals are agreeing to:</p>

	<ul style="list-style-type: none"> <li>- Act on behalf of the group of organisations which they represent</li> <li>- Have delegated endorsement from the group that they represent to offer opinion and advice to the work of the Forum</li> <li>- Agree to communicate effectively with the wider group they represent</li> </ul> <p>Membership will reflect a balance between:</p> <p>Employer representatives: Co-Chair (employers), SMEs, Corporate Business Leadership Forum and NHS/Health. All to represent growth sectors and mix of direct employers and sector / business representative bodies.</p> <p>And</p> <p>Provider/community representatives: Co-Chair (providers), one sector representative for FE, Independent Training Providers, HE, education, and inclusion.</p> <p>3 additional stakeholders: one representative of Surrey CEX Districts and Boroughs, a Senior Officer of Surrey County Council and pan-Surrey LEP representative.</p>
<p><b>Requirements of Members</b></p>	<ul style="list-style-type: none"> <li>• Personal commitment to acting as an ambassador of the Surrey Skills Leadership Forum.</li> <li>• Attendance at four SSLF meetings per year and strategic contributions to progress the SSLF work.</li> <li>• Champion skills priorities with local and national government organisations and relevant stakeholders.</li> </ul>