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# Buckinghamshire Local Skills Improvement Plan

Progress Report  
Annex A: Priorities and Actions (Roadmap)

JUNE 2025

# Buckinghamshire LSIP

## Annex A: Priorities and Actions

### (Roadmap)

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#### Introduction

This document is an annex to the Buckinghamshire Local Skills Improvement Plan Progress Report 2025. The main report, previous progress reports and the original report can be found here: [Local Skills Improvement Plan - Buckinghamshire Business First](#)

This Annex contains the action plan or “Roadmap” updated to show progress to date in each of the skills priorities sectors and cross-sector skills themes identified in the original LSIP report.

## Abbreviations used in this report

BAL = Buckinghamshire Adult Learning  
 BBF = Buckinghamshire Business First  
 BCG = Buckinghamshire College Group

BHSCA = Buckinghamshire Health & Social Care Academy  
 BNU = Buckinghamshire New University  
 BSH = Buckinghamshire Skills Hub

ITPs = Independent Training Providers  
 MKC = Milton Keynes College  
 NFTS = National Film and Television School  
 UoB = The University of Buckingham

## Priority: Construction Sector

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Seek validation for the skills plan from the Construction Sector Employer Group	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> </ul>	June to Sept 2023	Validation through Sector Employer Group	Skills Action Plan validated	<p><b>Completed</b></p> <p>Signed off at the Autumn 2023 meeting</p>
Engage partners and other learning providers, and submit Local Skills Improvement Fund application for Buckinghamshire	<ul style="list-style-type: none"> <li>• Buckinghamshire College Group (BCG) (lead)</li> <li>• Milton Keynes College (MKC)</li> <li>• Construction Sector Employer Group</li> <li>• Sector Employers</li> <li>• BBF</li> <li>• Commercial Learning Providers</li> </ul>	Sept-Dec 2023	Through LSIF steering group	Local Skills Action Fund signed off	<p><b>Completed</b></p> <p>Approval granted from DfE. Autumn 2023</p>
Introduce T Level in Plumbing and Heating Engineering from September	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> </ul>	June 2023 - Sept 2024	<ul style="list-style-type: none"> <li>• Undertake capacity building.</li> <li>• Promote the availability of the course to students.</li> <li>• Review applications.</li> <li>• Run course.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of students enrolling on the programme</li> <li>• Number of students completing the programme</li> <li>• Number of students entering the sector on completion of their course</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• The T level was promoted for September 2024, but had limited interest from students, with the apprenticeship proving more popular with employers and learners.</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Evaluate demand and feasibility regarding the introduction of provision in refrigeration, air conditioning and heat pump engineering technician training.	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• BBF</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers</li> </ul>	June 2023 - Sept 2024	<ul style="list-style-type: none"> <li>• Review skill shortages and gaps identified in the LSIP.</li> <li>• Engage employees.</li> <li>• Identify course.</li> <li>• Undertake capacity building.</li> <li>• Launch course</li> </ul>	<ul style="list-style-type: none"> <li>• Feasibility study produced.</li> <li>• Subject to results of feasibility study:</li> <li>• Course(s) available</li> <li>• Number of learners enrolled on the course.</li> <li>• Number of learners completing the course</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Resources have been developed for heat pumps in the new Green Energy Skills Hub.at the college’s Aylesbury campus. Mapping being undertaken to assess the demand for air conditioning and refrigeration.</li> <li>• Upskilling of teaching staff completed on low carbon heating.</li> <li>• Heat pump engineering technician course available, but Skills Bootcamp did not run owing to poor demand.</li> <li>• Need to work with sector to drive demand. Awareness day planned targeted at plumbers for them to see and use new equipment.</li> </ul>
Develop an apprenticeship plan for the construction sector with the aim to increase apprenticeship numbers, retention and success rates	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023 – March 2025	Development through Apprenticeship Sub-group	<ul style="list-style-type: none"> <li>• Plan developed.</li> <li>• Number of construction employers offering apprenticeships</li> <li>• Number of construction apprenticeship starts in Buckinghamshire.</li> <li>• Number of construction apprenticeship completions in Buckinghamshire</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• An Apprenticeship subgroup has been established and priorities agreed</li> <li>• Plan agreed and learning providers and Sector Employer Groups consulted.</li> <li>• The plan is focused on increasing learner demand and encouraging more employers to offer apprenticeships</li> <li>• An event has been organised for May 2025 aimed at Buckinghamshire employers in order to demystify apprenticeships and give employers an opportunity to talk to those that are currently employing apprenticeships</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Undertake apprenticeship promotional activities targeted at young people and teachers to increase the number of apprentices in the construction sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2023- March 2025	Engagement through the Bucks Skills Hub	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• A number of young people in years 10, 11, 12 and 13 engaged in the campaign.</li> <li>• Number of schools engaged.</li> <li>• Awareness of career opportunities in the construction sector before and after the campaign</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Bucks Skills Hub has engaged with 2,906 year 11 &amp; 13 students and 3,864 years 10, 12 &amp; 14 students since September 2023</li> <li>• Engagement with young people and 1,500parents through newsletter</li> <li>• 2024 National Apprenticeship Week live broadcasts to parents and young people with current apprentices talking about their experiences.</li> <li>• Showcase event with 10 employers 500 students, teachers and parents at Highcrest Academy</li> </ul>
Undertake apprenticeship campaign targeted at employers to increase the number of apprentices in the construction sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023 – March 2025	Development through Apprenticeship sub-group	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• Number of employees targeted in the campaign.</li> <li>• Number of construction employers offering apprenticeships</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• An apprenticeship group has been established as a sub-group of the Learning Provider Group. This confirmed that the capacity is in place to deliver apprenticeships</li> <li>• The focus is now on galvanizing employers to offer apprenticeships. The challenges are that many Buckinghamshire businesses are small and micro businesses and the recent rise in NI and the minimum wage.</li> <li>• An employer engagement event is planned for May 2025.</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Engage employers and submit application to expand Skills Bootcamps in a number of priority areas	<ul style="list-style-type: none"> <li>• Buckinghamshire Council (lead)</li> <li>• BBF</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Align Bootcamp opportunities with skills shortages.</li> <li>• Engage employers and providers.</li> <li>• Undertake tendering process.</li> <li>• Monitor / deliver.</li> <li>• Evaluate impact and feedback into next wave</li> </ul>	<ul style="list-style-type: none"> <li>• Number of construction-related Skills Bootcamps established.</li> <li>• Number of learners on construction-related Skills Bootcamps</li> <li>• Number of learners on construction-related Skills Bootcamps gaining employment on completion of their programme</li> <li>• Number of learners on construction-related Skills Bootcamps being upskilled on completion of their programme</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• 3 cohorts of Skills Bootcamps have been delivered for Plant Operatives.</li> <li>• There are plans to expand the Skills Bootcamps on offer, but to ensure better alignment with Jobcentre Plus and other agencies to attract more people onto the programmes.</li> </ul>
Identify and deliver a range of short courses to be included as part of the continuous professional development	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Buckinghamshire Adult Learning (BAL)</li> <li>• BNU</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement of employers</li> <li>• Identify relevant provision</li> <li>• Review capacity</li> <li>• Promote and recruit onto the course</li> <li>• Deliver the courses</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant short courses identified.</li> <li>• Relevant short courses available</li> <li>• Number of learners starting the identified courses</li> <li>• Number of learners completing the identified courses</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG has launched a Site Management Safety Training Scheme (SMSTS) Supervisor Course</li> <li>• BCG delivered second round of Skills Bootcamps. They delivered a Bootcamp in Property Maintenance had 50% outcome. The Bootcamp in Brickwork did not recruit.</li> <li>• BCG has applied to run the Bootcamps in the next round and are proposing to offer one in construction but are engaging employers to assess specific needs.</li> </ul>
Develop capacity and resources to introduce T Level (and Transition Programme) in Civil Engineering in 2025	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Construction Sector Employer Group</li> <li>• BNU</li> <li>• Sector employers.</li> <li>• BBF</li> </ul>	June 2023 – March 2025		<ul style="list-style-type: none"> <li>• Number of lecturers recruited.</li> <li>• Relevant facilities and equipment developed.</li> <li>• Number of employers engaged in the capacity building</li> </ul>	<p><b>Ongoing</b></p> <p>Civil Engineering will be delivered at the Aylesbury Campus and is currently recruiting for September 2025 with taster and open events planned. Curriculum development is being undertaken in partnership with corner stone employers.</p>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Assess the demand and feasibility of delivering courses in Civil Engineering, Chartered Surveying and Town Planning	<ul style="list-style-type: none"> <li>• BNU (lead)</li> <li>• BCG</li> <li>• MKG</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Review current provision.</li> <li>• Agree demand for potential areas.</li> <li>• Agree dates for introduction</li> </ul>	<ul style="list-style-type: none"> <li>• Number of construction employers engaged in the development of the courses.</li> <li>• Courses available</li> <li>• Number of students enrolled onto the courses from within Buckinghamshire.</li> <li>• Number of students from Buckinghamshire successfully completing the courses</li> <li>• Number of students completing the courses in employment or entering employment in the construction sector in Buckinghamshire</li> </ul>	<p><b>Ongoing</b></p> <p>The BSc in Civil Engineering was introduced from September 2024 as a full-time and part-time programme.</p> <p>From September 2025, BNU is introducing:</p> <ul style="list-style-type: none"> <li>• MSc in Engineering Management</li> <li>• MSc in Sustainable Electrical Power Engineering</li> <li>• BSc in Mechanical Engineering</li> <li>• MSc in Construction Project Management</li> </ul> <p>From September 2026, BNU is introducing:</p> <ul style="list-style-type: none"> <li>• BSc in Quantity Survey Undergraduate</li> <li>• Engineering Robotics and Automation (title to be confirmed)</li> </ul> <p>Seeking more employers to support the running of higher apprenticeship in Civil Engineering</p>
Expand resources on the Buckinghamshire Skills Hub portal in relation to the Construction Sector, including careers maps outlining occupations in the sector and the relevant qualifications available	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• Learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Increase content to reflect issues emerging through the LSIP.</li> <li>• Measure traffic on the site and viewing the new content</li> </ul>	<ul style="list-style-type: none"> <li>• New content on portal</li> <li>• Number of interactions with the new content</li> <li>• Number of young people engaging with the new content on the portal</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Traffic continues to increase on the Bucks Skills Hub website. Over the past 12 months there have been 51,545 users to the site, of whom 58,684 were new users. This is an average of 4,295 users a month of which 4,057 were new.</li> <li>• In the same time period there have been 117,754 views, which equates to an average of 9,812 views per month.</li> <li>• Sectoral profiles for 17 sectors have been updated to provide more accurate figures and career profiles.</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Facilitate employer engagement with schools and young people	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• BBF (lead)</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement through visits to schools</li> <li>• Engagement through the annual Bucks Skills Shows</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employers engaged.</li> <li>• Percentage change of young peoples' attitudes towards construction careers</li> </ul>	<p><b>Ongoing</b></p> <p>Bucks Skills Hub works with 50 schools plus the College with a network of 80 Enterprise Advisers and Gatsby benchmarks well above the national average.</p> <p>The Bucks Skills Show 2025 had positive engagement:</p> <ul style="list-style-type: none"> <li>• 7,000 attendees</li> <li>• 5,500 school students from 45 schools</li> <li>• 330 teachers attended</li> <li>• 120 indoor stands</li> </ul>
Engage sector employers to help identify the appropriate skills solutions to meet their business needs	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Sector employers.</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Undertake bilateral support.</li> <li>• Track action on the back of advice</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employers engaged.</li> <li>• Number of employers increasing their training investment</li> <li>• Number of employers engaging with learning providers</li> <li>• Number of employers employing apprentices</li> </ul>	<p><b>Ongoing</b></p> <p>BBF has provided skills advice and support to 149 construction employers over the past 12 months.</p>
Expand the delivery and publicize the Essential Digital Literacy Qualification at entry level and level 1 or non-accredited courses based on the EDLQ standards to employers and employees in the Construction Sector	<ul style="list-style-type: none"> <li>• BAL (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• BBF</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the construction sector</li> <li>• Number of learners completing the level 1 EDLQ working in the construction sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>



Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Introduce Site Management Safety Training Scheme (SMSTS) qualification to support site management skills development	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Undertake capacity building.</li> <li>• Advertise course.</li> <li>• Review uptake</li> </ul>	<ul style="list-style-type: none"> <li>• Number of construction students undertaking the SMSTS</li> <li>• Number of construction students successfully completing the SMSTS</li> </ul>	<p><b>Ongoing</b></p> <p>The aim was to run the first programme in summer 2024 but owing to insufficient capacity within the faculty which has been focused on the 16-18 intake this has been postponed until summer 2025.</p>
Develop the work readiness definition into an operative model together with optional assessment	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2024 – March 2025	<ul style="list-style-type: none"> <li>• Evaluate the findings of the health &amp; social care pilot.</li> <li>• Consult on operative model.</li> <li>• Agree operative model</li> </ul>	<ul style="list-style-type: none"> <li>• Model developed based on the pilot in the health and social care sector</li> </ul>	<p><b>Ongoing</b></p> <p>The model has been implemented successfully at BCG and there is felt to be opportunities to expand the model into schools to help progression into further education. This will be a focus going forward.</p>
Pilot the work readiness model in all construction-related full-time and apprenticeship programmes	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2024 – March 2025	<ul style="list-style-type: none"> <li>• Agree scope of the pilot</li> <li>• Embed and deliver model.</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learning providers using the model in construction courses and apprenticeships</li> <li>• Number of employers using the model in their induction programmes</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG has incorporated the work readiness model into the delivery of all apprenticeships.</li> <li>• This is being discussed in the Learning Provider Group to look at how it can be adopted by other learning providers</li> </ul>
Pilot Sector Immersion Days	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2024 – March 2025	<ul style="list-style-type: none"> <li>• Agree format and scope of Immersion Days</li> <li>• Engage employers and educational institutions.</li> <li>• Develop programmes</li> <li>• Run programmes</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Immersion Days scoped.</li> <li>• Number of students experiencing immersion day(s) in the construction sector</li> <li>• Number of employers engaged in the delivering of the immersion day(s)</li> <li>• Impact of on career perceptions of the construction sector of those going on immersion day(s)</li> </ul>	<p><b>Yet to start</b></p> <p>This is yet to start owing to a lack of funds to co-ordinate the days. However, it is felt that there are opportunities to pilot this in the engineering sector in order to increase the awareness of engineering occupations and address existing skill shortages</p>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Investigate the moped and driving lessons schemes with a view to securing funding to pilot the schemes to construction apprentices and prospective construction apprentices	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Construction Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> </ul>	Sept 2024 – March 2025	<ul style="list-style-type: none"> <li>• Scope moped scheme pilot</li> <li>• Secure funding</li> <li>• Engage partners.</li> <li>• Undertake pilot.</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Pilot scoped and agreed.</li> <li>• Number apprentices on the pilot</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• A review of how other areas of the country address the problem has been completed</li> <li>• Awaiting plan from Buckinghamshire Council</li> </ul>
Raise awareness of the opportunities to offer retrofit services	<ul style="list-style-type: none"> <li>• BBF</li> <li>• BCG</li> <li>• Learning providers</li> <li>• Sector employers.</li> <li>• Buckinghamshire Council</li> </ul>	July 2024- March 2025	<ul style="list-style-type: none"> <li>• Hold engagement event.</li> <li>• Hold series of online briefing sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employers engaged</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BBF completed a review of the retrofit skill needs for Buckinghamshire which identified significant latent skill gaps</li> <li>• BCG is planning an open day in May 2025 aimed at construction trade employers to get to see and use the new equipment at the Bucks Energy Hub</li> <li>• BBF is engaging all trade employers to join an expanded Construction Sector Employer Group</li> </ul>
Promote, incentivise and bundle available retrofit training	<ul style="list-style-type: none"> <li>• BBF</li> <li>• BCG</li> <li>• Learning providers</li> <li>• Sector employers.</li> <li>• Buckinghamshire Council</li> </ul>	July 2024- March 2025	<ul style="list-style-type: none"> <li>• Identify retrofit provision across the county.</li> <li>• Promote existing provision.</li> <li>• Organize subsidized campaign to promote training.</li> <li>• Assess impact on training</li> </ul>	<ul style="list-style-type: none"> <li>• Number of providers engaged.</li> <li>• Number of employers engaged.</li> <li>• Amount of training undertaken</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BBF has produced a plan to respond to the retrofit skill needs of the county.</li> <li>• The plan is awaiting a funding opportunity</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress overview
Build the capacity of BCG to offer retrofit training	<ul style="list-style-type: none"> <li>• BBF</li> <li>• BCG</li> <li>• Learning providers</li> <li>• Sector employers.</li> <li>• Buckinghamshire Council</li> </ul>	July 2024-March 2025	<ul style="list-style-type: none"> <li>• Identify capacity needs.</li> <li>• Undertake capital investments.</li> <li>• Undertake upskilling of trainers</li> <li>• Start delivering provision.</li> <li>• Assess impact of provision</li> </ul>	<ul style="list-style-type: none"> <li>• Number of retrofit courses provided.</li> <li>• Range of retrofit courses provided</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BBF completed a review of the retrofit skill needs for Buckinghamshire which identified significant latent skill gaps</li> <li>• BCG held an open event for over 100 employers to publicize the Bucks Green Energy Hub</li> <li>• BCG is planning an open day in May 2025 aimed at construction trade employers to get to see and use the new equipment at the Bucks Energy Hub</li> </ul>
Embed retrofit skills development into full-time provision and apprenticeships and promote as a careers option	<ul style="list-style-type: none"> <li>• BBF</li> <li>• BCG</li> <li>• Learning providers</li> <li>• Sector employers</li> </ul>	July 2024-March 2025	<ul style="list-style-type: none"> <li>• Review existing provision against retrofit content, skill shortages.</li> <li>• Embed or align retrofit provision.</li> <li>• Upskill teaching staff and trainers.</li> <li>• Deliver revised content.</li> <li>• Assess impact of changes</li> </ul>	<ul style="list-style-type: none"> <li>• Number of full-time courses with retrofit embedded</li> <li>• Number of retrofit-related apprenticeships</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BBF completed a review of the retrofit skill needs for Buckinghamshire which identified significant latent skill gaps</li> <li>• BCG held an open event for over 100 employers to publicize the Bucks Green Energy Hub in 2024</li> <li>• BCG is planning an open day in May 2025 aimed at construction trade employers to provide an opportunity for them to see and use the new equipment at the Bucks Energy Hub</li> </ul>

## Priority: Digital Sector

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Seek validation for the skills plan from the Digital Sector Employer Group	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MCK</li> <li>• Commercial learning providers</li> </ul>	June to Sept 2023	Validation through Sector Employer Group	Revised action plan validated by the Digital Sector Employer Group	<b>Completed</b> Signed off at the Autumn 2023 meeting
Engage partners and other learning providers, and submit Local Skills Improvement Fund application for Buckinghamshire	<ul style="list-style-type: none"> <li>• Buckinghamshire College Group (BCG) (lead)</li> <li>• BBF</li> <li>• Milton Keynes College (MKC)</li> <li>• Commercial learning providers</li> <li>• Digital Sector Employer Group</li> </ul>	Sept-Dec 2023	Through LSIF steering group	Local Skills Action Plan signed off	<b>Completed</b> Approval granted from DfE. Autumn 2023
Develop an apprenticeship plan for the digital sector with the aim to increase apprenticeship numbers, retention and success rates	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Completion Sept 2024	Development through Apprenticeship Working Group	<ul style="list-style-type: none"> <li>• Plan developed.</li> <li>• Number of digital employers offering apprenticeships</li> <li>• Number of digital apprenticeships starts in Buckinghamshire.</li> </ul> Number of digital apprenticeship completions in Buckinghamshire	<b>Ongoing</b> <ul style="list-style-type: none"> <li>• An Apprenticeship sub-group has been established and priorities agreed</li> <li>• Plan agreed and learning providers and Sector Employer Groups consulted.</li> <li>• The plan is focused on increasing learner demand and encouraging more employers to offer apprenticeships</li> </ul> An event has been organised for May 2025 aimed at Buckinghamshire employers in order to demystify apprenticeships and give employers an opportunity to talk to those that are currently employing apprenticeships

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Undertake apprenticeship promotional activities targeted at young people and teachers to increase the number of apprentices in the digital sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2023 - March 2025	Engagement through the Bucks Skills Hub	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• A number of young people in years 10, 11, 12 and 13 engaged in the campaign.</li> <li>• Number of schools engaged.</li> <li>• Awareness of career opportunities in the digital sector before and after the campaign</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Bucks Skills Hub has engaged with 2,906 year 11 &amp; 13 students and 3,864 years 10, 12 &amp; 14 students since September 2023</li> <li>• Engagement with young people and 1,500 parents through Newsletter</li> <li>• 2024 National Apprenticeship Week live broadcasts to parents and young people with current apprentices talking about their experiences.</li> </ul> <p>Showcase event with 10 employers 500 students, teachers and parents at Highcrest Academy</p>
Undertake apprenticeship campaign targeted at employers to increase the number of apprentices in the digital sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Outline campaign messages and scope.</li> <li>• Undertake campaign.</li> <li>• Evaluate impact of campaign</li> </ul>	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• Number of employers targeted in the campaign.</li> <li>• Number of digital employers offering apprenticeships</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• An apprenticeship group has been established as a sub-group of the Learning Provider Group. This confirmed that the capacity is in place to deliver apprenticeships</li> <li>• The focus is now on galvanizing employers to offer apprenticeships. The challenges are that many Buckinghamshire businesses are small and micro businesses and the recent rise in NI and the minimum wage.</li> <li>• An employer engagement event is planned for May 2025.</li> </ul>
Engage employers and submit application for a Digital Skills Bootcamp	<ul style="list-style-type: none"> <li>• Buckinghamshire Council and BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Align Bootcamp opportunities with skill shortages.</li> <li>• Engage employers and providers.</li> <li>• Undertake tendering process.</li> <li>• Monitor delivery.</li> <li>• Evaluate impact and feed into next wave.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Number of digital-related Skills Bootcamps established.</li> <li>• Number of learners on digital-related Skills Bootcamps</li> <li>• Number of learners on digital-related Skills Bootcamps gaining employment on completion of their programme</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Three cohorts have been delivered of the Cybersecurity Bootcamp</li> <li>• The Bootcamp has proved popular with 30 learners completing the programme.</li> <li>• More digital-specific Skills Bootcamps are planned</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Pilot quarterly workshops to discuss the latest trends and the implications of skills of the digital workforce	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector Employers</li> <li>• Buckinghamshire New University (BNU)</li> <li>• University of Buckinghamshire</li> <li>• Learning providers</li> </ul>	May 2024 – March 2025	<ul style="list-style-type: none"> <li>• Identify potential topics</li> <li>• Identify speakers.</li> <li>• Undertake sessions.</li> <li>• Evaluate sessions</li> </ul>	<ul style="list-style-type: none"> <li>• Number of workshops held.</li> <li>• Number employers attending.</li> <li>• Reported positive impact on business planning</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• A number of workshops have been held to support employers think about emerging technology and the implications that these might have for their businesses and skills.</li> <li>• The sessions have been critical in order to help employers understand and articulate their skill needs</li> </ul>
Identify and deliver a range of short courses to be included as part of continuous professional development	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Review skill gaps identified in LSIP.</li> <li>• Engage employers.</li> <li>• Develop or identify appropriate courses.</li> <li>• Promote courses.</li> <li>• Deliver courses.</li> <li>• Evaluate take-up and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant short courses identified.</li> <li>• Relevant short-courses available</li> <li>• Number of learners starting the identified courses</li> <li>• Number of learners completing the identified courses</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BNU has responded to the demand for high level skills content by modularizing their courses. This has resulted in higher learner numbers.</li> <li>• Engagement with the sector employer group has found that employers are seeking guidance on how best to embed AI skills in their businesses This is being facilitated through the knowledge sharing workshops, with the intension that this will help employers to better articulate their skill needs.</li> <li>• BCG is looking to help wider businesses address their digital skill needs through a drop-in centre to work with digital students.</li> </ul>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Expand resources on the Bucks Skills Hub portal in relation to the digital sector, including careers maps outlining occupations in the sector and the relevant qualifications available	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Increase content to reflect issues emerging through the LSIP.</li> <li>• Measure traffic on the site and viewing the new content</li> </ul>	<ul style="list-style-type: none"> <li>• New content on portal</li> <li>• Number of interactions with the new content</li> <li>• Number of young people engaging with the new content on the portal</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Traffic continues to increase on the Bucks Skills Hub website. Over the past 12 months there have been 51,545 users to the site, of whom 58,684 were new users. This is an average of 4,295 users a month of which 4,057 were new.</li> <li>• In the same time period there have been 117,754 views, which equates to an average of 9,812 views per month.</li> <li>• Sectoral profiles for 17 sectors have been updated to provide more accurate figures and career profiles.</li> </ul>
Facilitate employer engagement with schools and young people	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement through visits to schools</li> <li>• Engagement through the annual Bucks Skills Shows</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employees engaged.</li> <li>• Percentage change of young peoples' attitudes towards digital careers</li> </ul>	<p><b>Ongoing</b></p> <p>Bucks Skills Hub works with 50 schools plus the College, with a network of 80 Enterprise Advisers. Gatsby benchmarks are well above the national average. The Bucks Skills Show 2025 had positive engagement:</p> <ul style="list-style-type: none"> <li>• 7,000 attendees incl:</li> <li>• 5,500 school students from 45 schools</li> <li>• 1,000 parents and adults</li> <li>• 330 teachers attended</li> <li>• 120 employer stands</li> </ul>
Engage sector employers to help identify the appropriate skills solutions to meet their business needs	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Sector employers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Undertake bilateral support.</li> <li>• Track action on the back of advice</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employers engaged.</li> <li>• Number of employers increasing their training investment</li> <li>• Number of employers engaging with learning providers</li> <li>• Number of employers employing apprentices</li> </ul>	<p><b>Ongoing</b></p> <p>BBF has provided skills advice and support to 98 digital employers over the past 12 months.</p>

Action	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Expand the delivery and publicize the Essential Digital Literacy Qualification at entry level and level 1 or non-accredited courses based on the EDLQ standards to employers and employees in the digital sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Adult Learning (BAL (lead)</li> <li>• BCG</li> <li>• MKC</li> <li>• Digital Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the digital sector</li> <li>• Number of learners completing the Digital sector level 1 EDLQ Digital sector working in the digital sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>



## Priority: Engineering Sector

Action/activity/milestone	Partners involved	Timescales	Implementation and outcome	Monitoring arrangements	Progress status
Seek validation for the skills plan from the Engineering Sector Employer Group	Engineering Sector Employer Group	June to Sept 2023	Validation through Sector Employer Group	Skills Action Plan validated	<b>Completed</b> Signed off at the Autumn 2023 meeting
Engage partners and other learning providers, and submit Local Skills Improvement Fund application for Buckinghamshire	<ul style="list-style-type: none"> <li>• BCG</li> <li>• Milton Keynes College (MKC)</li> <li>• Commercial learning providers</li> <li>• Engineering Sector Employer Group</li> </ul>	Sept-Dec 2023	Through LSIF steering group	Local Skills Action Plan signed off	<b>Completed</b> Approval granted from DfE. Autumn 2023
Invest in capacity in order to expand provision of engineering apprenticeships	<ul style="list-style-type: none"> <li>• BCG</li> <li>• BBF</li> <li>• Engineering Sector Employer Group</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023-March 2025	<ul style="list-style-type: none"> <li>• Take forward capital investment.</li> <li>• Engage employers in curriculum design.</li> <li>• Promote courses.</li> <li>• Run courses.</li> <li>• Evaluate delivery and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Number of engineering apprentices started.</li> <li>• Number of apprentices completing the apprenticeship</li> </ul>	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>• There is a delay in the opening of the new engineering facilities at BCG's High Wycombe campus until 2027</li> <li>• There are talks underway with employers in Westcott to deliver practical content before the new campus opens in 2027. This could pave the way for more innovative delivery models to continue once the High Wycombe campus has opened.</li> </ul>
Develop the capacity to start to deliver engineering apprenticeships from 2024	<ul style="list-style-type: none"> <li>• BCG</li> <li>• BBF</li> <li>• Engineering Sector Employer Group</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023-March 2025	<ul style="list-style-type: none"> <li>• Review required resources</li> <li>• Undertake recruitment of trainers and support staff</li> <li>• Support new teaching staff to prepare for start of delivery</li> </ul>	<ul style="list-style-type: none"> <li>• Number of engineering apprentices started.</li> <li>• Number of apprentices completing the apprenticeship</li> </ul>	<b>Ongoing:</b> <ul style="list-style-type: none"> <li>• Resource review is ongoing as employers are consulted about the types of apprenticeships to deliver</li> <li>• Recruitment due to start in 2025, but need employers to articulate specific needs</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcome	Monitoring arrangements	Progress status
Identify and develop facilities at Westcott and Silverstone to undertake off-job training	<ul style="list-style-type: none"> <li>• BCG</li> <li>• BBF</li> <li>• Engineering Sector Employer Group</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023-March 2025	<ul style="list-style-type: none"> <li>• Engage employers.</li> <li>• Develop capacity.</li> <li>• Start delivery.</li> <li>• Evaluate delivery</li> </ul>	<ul style="list-style-type: none"> <li>• Plans scoped and disseminated.</li> <li>• Number of employers engaged in the development and operation at each site.</li> <li>• Number of learners trained at each site</li> </ul>	<p><b>Ongoing:</b></p> <ul style="list-style-type: none"> <li>• Engagement with engineering employers on the types of apprenticeships needs</li> <li>• The delivery model and the use of existing workshops are being discussed as part of this engagement.</li> </ul>
Develop an apprenticeship plan for the engineering sector with the aim to increase apprenticeship numbers, retention and success rates	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023-Sept 2024	Development through Apprenticeship Working Group	<ul style="list-style-type: none"> <li>• Plan developed.</li> <li>• Number of engineering employers offering apprenticeships</li> <li>• Number of engineering apprenticeship starts in Buckinghamshire.</li> <li>• Number of engineering apprenticeship completions in Buckinghamshire</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• An Apprenticeship sub-group has been established and priorities agreed</li> <li>• Plan agreed and learning providers and Sector Employer Groups consulted.</li> <li>• The plan is focused on increasing learner demand and encouraging more employers to offer apprenticeships</li> <li>• An event has been organised for May 2025 aimed at Buckinghamshire employers in order to demystify apprenticeships and give employers an opportunity to talk to those that are currently employing apprenticeships</li> </ul>
Undertake apprenticeship promotional activities targeted at young people and teachers to increase the number of apprentices in the engineering sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2023-March 2025	Engagement through the Bucks Skills Hub	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• A number of young people in years 10, 11, 12 and 13 engaged in the campaign.</li> <li>• Number of schools engaged.</li> <li>• Awareness of career opportunities in the engineering sector before and after the campaign</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Bucks Skills Hub website has engaged with 2,906 year 11 &amp; 13 students and 3,864 years 10, 12 &amp; 14 students since September 2023</li> <li>• Engagement with young people and 1,500 parents through newsletter</li> <li>• 2024 National Apprenticeship Week live broadcasts to parents and young people with current apprentices talking about their experiences.</li> <li>• Showcase event with 10 employers 500 students, teachers and parents at Highcrest Academy</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcome	Monitoring arrangements	Progress status
Undertake apprenticeship campaign targeted at employers to increase the number of apprentices in the engineering sector	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Outline campaign messages and scope.</li> <li>• Undertake campaign.</li> <li>• Evaluate impact of campaign</li> </ul>	<ul style="list-style-type: none"> <li>• Campaign outlined.</li> <li>• Number of employers targeted in the campaign.</li> <li>• Number of engineering employers offering apprenticeships</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• An apprenticeship group has been established as a sub-group of the Learning Provider Group. This confirmed that the capacity is in place to deliver apprenticeships</li> <li>• The focus is now on galvanizing employers to offer apprenticeships. The challenges are that many Buckinghamshire businesses are small and micro businesses and the recent rise in NI and the minimum wage.</li> <li>• An employer engagement event is planned for May 2025.</li> </ul>
Engage employers and submit application to expand Skills Bootcamps in a number of priority areas	<ul style="list-style-type: none"> <li>• Buckinghamshire Council (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Align Bootcamp opportunities with skill shortages.</li> <li>• Engage employers and providers.</li> <li>• Undertake tendering process.</li> <li>• Monitor delivery.</li> <li>• Evaluate impact and feed into next wave.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of engineering-related Skills Bootcamps established.</li> <li>• Number of learners on engineering-related Skills Bootcamps</li> <li>• Number of learners on engineering-related Skills Bootcamp gaining employment on completion of their programme</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• There have been no engineering Skills Bootcamps to date.</li> <li>• The quarterly meeting of the Engineering Sector Employers Group in March 2025 are set to relook at the skill needs and the extent to which emerging provision meets these needs. Skills Bootcamps will be part of this discussion</li> </ul>
Identify and deliver a range of short courses to be included as part of the continuous professional development	<ul style="list-style-type: none"> <li>• BCG (Lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Review LSIP for current skill gaps.</li> <li>• Identify or develop new courses.</li> <li>• Deliver new courses.</li> <li>• Evaluate delivery and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Relevant short courses identified</li> <li>• Relevant short-courses available</li> <li>• Number of learners starting the identified courses</li> <li>• Number of learners completing the identified courses</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG is looking to support the delivery of short courses, such as CAD upskilling. AI has been identified as one area that needs to be included as short courses, as well as embedded in the curriculum.</li> <li>• However, this is dependent on the facilities being available at High Wycombe unless interim solutions can be found at Westcott and Silverstone</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcome	Monitoring arrangements	Progress status
Expand resources on the Bucks Skills Hub portal in relation to the engineering sector, including careers maps outlining occupations in the sector and the relevant qualifications available	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Increase content to reflect issues emerging through the LSIP.</li> <li>• Measure traffic on the site and viewing the new content</li> </ul>	<ul style="list-style-type: none"> <li>• New content on portal</li> <li>• Number of interactions with the new content</li> <li>• Number of young people engaging with the new content on the portal</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Traffic continues to increase on the Bucks Skills Hub. Over the past 12 months there have been 51,545 users to the site, of whom 58,684 were new users. This is an average of 4,295 users a month of which 4,057 were new.</li> <li>• In the same time period there have been 117,754 views, which equates to an average of 9,812 views per month.</li> <li>• Sectoral profiles for 17 sectors have been updated to provide more accurate figures and career profiles.</li> </ul>
Facilitate employer engagement with schools and young people	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement through visits to schools</li> <li>• Engagement through the annual Bucks Skills Shows</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employees engaged.</li> <li>• Percentage change of young peoples' attitudes towards engineering careers</li> </ul>	<p><b>Ongoing</b></p> <p>Bucks Skills Hub works with 50 schools plus the College with a network of 80 Enterprise Advisers and Gatsby benchmarks well above the national average.</p> <p>The Bucks Skills Show 2025 had positive engagement:</p> <ul style="list-style-type: none"> <li>• 7,000 attendees incl:</li> <li>• 5,500 school students from 45 schools</li> <li>• 1,000 parents and adults</li> <li>• 330 teachers attended</li> <li>• 120 employer stands</li> </ul>
Engage sector employers to help identify the appropriate skills solutions to meet their business needs	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Sector employers.</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Undertake bilateral support.</li> <li>• Track action on the back of advice</li> </ul>	<ul style="list-style-type: none"> <li>• Number of employers engaged.</li> <li>• Number of employers increasing their training investment</li> <li>• Number of employers engaging with learning providers</li> <li>• Number of employers employing apprentices</li> </ul>	<p><b>Ongoing</b></p> <p>BBF has provided skills advice and support to 116 engineering employers over the past 12 months.</p>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcome	Monitoring arrangements	Progress status
Expand the delivery and publicize the Essential Digital Literacy Qualification at entry level and level 1 or non-accredited courses based on the EDLQ standards to employers and employees in the engineering sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Adult Learning (BAL (lead)</li> <li>• BCG</li> <li>• MKC</li> <li>• Engineering Sector Employer Group</li> <li>• Sector employers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the engineering sector</li> <li>• Number of learners completing the level 1 EDLQ working in the engineering sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>

## Priority: Film & TV Sector

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Seek validation for the skills plan from the Film and TV Sector Employer Group	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film &amp; TV Sector Employer Group</li> </ul>	June to Sept 2023	Validation through Sector Employer Group	Skills Action Plan validated	<b>Completed</b> Signed off at the Autumn 2023 meeting
Engage partners and other learning providers, and submit Local Skills Improvement Fund application for Buckinghamshire	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• BBF</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• National Film and TV School</li> <li>• Buckinghamshire New University (BNU)</li> <li>• Commercial learning providers</li> </ul>	Sept-Dec 2023	Through LSIF steering group	Local Skills Action Plan signed off	<b>Completed</b> Approval granted from DfE. Autumn 2023
Further develop the Film and TV Skills Hub concept, engaging the National Film and Television School to ensure synergies with the new Cluster. This will include the portal, identifying physical training spaces and the governance system required	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Agree scope of the feasibility study</li> <li>• Engage sector, regional and local partners.</li> <li>• Produce and disseminate plan.</li> <li>• Sign off plan.</li> <li>• Engage partners to support implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Film and TV Skills Hub concept outlined.</li> <li>• Film and TV Skills Hub concept accepted.</li> <li>• Film and TV Skills Hub concept implemented</li> </ul>	<b>Ongoing</b> <ul style="list-style-type: none"> <li>• Feasibility Study completed and signed off</li> <li>• Engagement has started with partners to establish Screen Buckinghamshire</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Undertake a review of existing and planned full-time provision and identify ways in which employers, suppliers and other providers can help support and enrich the provision	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BBF</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Review LSIP for current skill gaps.</li> <li>• Identify or develop new courses.</li> <li>• Deliver new courses.</li> <li>• Evaluate delivery and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Audit existing provision.</li> <li>• Produce an agreed action plan setting out areas where employers and sector organizations can support and enrich provision</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Review completed <ul style="list-style-type: none"> <li>• Currently a good pipeline of students on film and TV courses</li> </ul> </li> <li>• Employer engagement with the sector has been positive and BCG continues to specialize provision such as grips and cranes.</li> </ul>
Engage employers and submit application to expand Skills Bootcamps in a number of priority areas, such as set design, lighting, hair and make-up	<ul style="list-style-type: none"> <li>• Buckinghamshire Council/BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Align Bootcamp opportunities with skill shortages.</li> <li>• Engage employers and providers.</li> <li>• Undertake tendering process.</li> <li>• Monitor delivery.</li> <li>• Evaluate impact and feed into next wave.</li> </ul>	<ul style="list-style-type: none"> <li>• Number of film and TV-related Skills Bootcamps established.</li> <li>• Number of learners on film and TV -related Skills Bootcamps</li> <li>• Number of learners on film and TV -related Skills Bootcamps gaining employment on completion of their programme</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Four sector-specific Skills Bootcamps have been delivered. These include: <ul style="list-style-type: none"> <li>○ Production Manager</li> <li>○ 3rd Assistant Director</li> <li>○ VFX Production Manager</li> <li>○ Location Manager</li> </ul> </li> <li>• The film and TV-related Skills Bootcamps have proved to be the most popular with 75 learners completing the programme.</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Expand resources on the Bucks Skills Hub portal in relation to the creative film and TV sector, including careers maps outlining occupations in the sector and the relevant qualifications available	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Increase content to reflect issues emerging through the LSIP.</li> <li>• Measure traffic on the site and viewing the new content</li> </ul>	<ul style="list-style-type: none"> <li>• New content on portal</li> <li>• Number of interactions with the new content</li> <li>• Number of young people engaging with the new content on the portal</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Traffic continues to increase on the Bucks Skills Hub. Over the past 12 months there have been 51,545 users to the site, of whom 58,684 were new users. This is an average of 4,295 users a month of which 4,057 were new.</li> <li>• In the same time period there have been 117,754 views, which equates to an average of 9,812 views per month.</li> <li>• Sectoral profiles for 17 sectors have been updated to provide more accurate figures and career profiles.</li> </ul>
Facilitate employer engagement with schools and young people	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement through visits to schools</li> <li>• Engagement through the annual Bucks Skills Shows</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employees engaged.</li> <li>• Percentage change of young peoples' attitudes towards film and TV careers</li> </ul>	<p><b>Ongoing</b></p> <p>Bucks Skills Hub works with 50 schools plus the College with a network of 80 Enterprise Advisers and Gatsby benchmarks well above the national average. The Bucks Skills Show 2025 had positive engagement:</p> <ul style="list-style-type: none"> <li>• 7,000 attendees incl:</li> <li>• 5,500 school students from 45 schools</li> <li>• 1,000 parents and adults</li> <li>• 330 teachers attended</li> <li>• 120 employer stands</li> </ul>



Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Expand the delivery and publicize the Essential Digital Literacy Qualification at entry level and level 1 or non-accredited courses based on the EDLQ standards to employers and employees in the creative film and TV sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Adult Learning (BAL) (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the creative film and TV sector</li> <li>• Number of learners completing the level 1 EDLQ working in the creative film and TV sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>
Introduce the T Level in Media, Broadcast and Production from September 2024	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023- Sept 2024	<ul style="list-style-type: none"> <li>• Engage employers.</li> <li>• Review specifications.</li> <li>• Undertake capacity building.</li> <li>• Promote course.</li> <li>• Deliver course.</li> <li>• Evaluate course</li> </ul>	<ul style="list-style-type: none"> <li>• Number of students enrolling on the programme</li> <li>• Number of students completing the programme</li> <li>• Number of students entering the sector on completion of their course</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Delivery of the new T level started in September 2024 and student enrolments were positive.</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Pilot simulation as a means to support students on film and TV related T levels in lieu of placements	<ul style="list-style-type: none"> <li>• BCG (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023- March 2025	<ul style="list-style-type: none"> <li>• Review government guidance.</li> <li>• Implement stimulation as a pilot in all film and TV T levels.</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Simulation outline agreed with DfE and Creative Film and TV Sector Employer Group</li> <li>• Simulation pilot completed and evaluated.</li> <li>• Number of students undertaking simulation</li> <li>• Number of students undertaking simulation who enter the film and TV sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Delivering a placement in a film environment remains extremely difficult owing to the nature of the sector.</li> <li>• As a result, BCG is awaiting guidelines on innovative means to deliver the placement element, including simulation. Employer support from the sector would make Buckinghamshire an ideal location in which to pilot the approach.</li> </ul>
Develop a training schedule, based on skill gaps and pilot the delivery with sector employers and freelancers	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Review LSIP for current skill gaps.</li> <li>• Identify or develop new courses.</li> <li>• Deliver new courses.</li> <li>• Evaluate delivery and impact</li> </ul>	<ul style="list-style-type: none"> <li>• Re-validate skill gaps.</li> <li>• Relevant short-courses available</li> <li>• Number of learners starting the identified courses</li> <li>• Number of learners completing the identified courses</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Skills Bootcamps have been delivered across the following areas: <ul style="list-style-type: none"> <li>○ Production Manager</li> <li>○ Third Assistant Director</li> <li>○ VFX Production Manager</li> <li>○ Location Manager</li> <li>○ Production Co-ordinator</li> </ul> </li> <li>• The creation of Screen Bucks will provide an opportunity to better engage with freelancers to take opportunities of learning opportunities</li> <li>• Given the fast pace of change in some parts of the sector and the uneven way in which the sector has recovered from the Writers' strike in the United States, there is a need to undertake a review of skill shortages and gaps in partnership with the BFI Skills Cluster.</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Engage over 200 students across different subject areas to showcase the range of careers within the Film and TV sector.	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Develop programme.</li> <li>• Engage employers.</li> <li>• Deliver programme.</li> <li>• Evaluate programme</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employees engaged.</li> <li>• Percentage change of young peoples' attitudes towards film and TV careers</li> </ul>	<p><b>Ongoing</b></p> <p>Pinewood Studios hosts an annual Futures Festival which has become the screen sector's biggest careers event. The event provides young people with an opportunity to hear a range of high-profile speakers from across the sector and to experience the range of roles found in the sector.</p>
Pilot Sector Immersion Days	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2024 – March 2025	<ul style="list-style-type: none"> <li>• Agree format and scope of Immersion Days</li> <li>• Engage employers and educational institutions.</li> <li>• Develop programmes.</li> <li>• Run programmes.</li> <li>• Evaluate pilot.</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• Immersion Days scoped.</li> <li>• Number of students experiencing immersion day(s) in the construction sector</li> <li>• Number of employers engaged in the delivering of the immersion day(s)</li> <li>• Impact of on career perceptions of the creative film and TV sector of those going on immersion day(s)</li> </ul>	<p><b>Yet to start</b></p> <p>This is yet to start owing to a lack of funds to co-ordinate the days. However, there are felt to be opportunities to pilot this in the engineering sector in order to increase the awareness of engineering occupations and address existing skill shortages</p>
Develop the work readiness definition into an operative model together with assessment	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> </ul>	June 2024 – March 2025	<ul style="list-style-type: none"> <li>• Evaluate the findings of the health &amp; social care pilot.</li> <li>• Consult on operative model.</li> <li>• Agree operative model</li> </ul>	<ul style="list-style-type: none"> <li>• Model developed based on the pilot in the health and social care sector</li> </ul>	<p><b>Ongoing</b></p> <p>The model has been implemented successfully at BCG and there is felt to be opportunities to expand the model into schools to help progression into further education. This will be a focus going forward.</p>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Pilot the work readiness model in all creative film and TV-related full-time and apprenticeship programmes	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• MKC</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	Sept 2024 – March 2025	<ul style="list-style-type: none"> <li>• Agree scope of the pilot</li> <li>• Embed and deliver model.</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learning providers using the model in creative film and TV courses and apprenticeships</li> <li>• Number of employers using the model in their induction programmes</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG has incorporated the work readiness model into the delivery of all apprenticeships.</li> <li>• This is being discussed in the Learning Provider Group to look at how it can be adopted by other learning providers</li> </ul>
Facilitate employer engagement with schools and young people	<ul style="list-style-type: none"> <li>• BBF (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• National Film and TV School</li> <li>• BNU</li> <li>• Commercial learning providers</li> <li>• Schools</li> </ul>	May 2023 – March 2025	<ul style="list-style-type: none"> <li>• Engagement through visits to schools</li> <li>• Engagement through the annual Bucks Skills Shows</li> </ul>	<ul style="list-style-type: none"> <li>• Number of schools engaged.</li> <li>• Number of students engaged.</li> <li>• Number of employees engaged.</li> <li>• Percentage change of young peoples' attitudes towards engineering careers</li> </ul>	<p><b>Ongoing</b></p> <p>Bucks Skills Hub works with 50 schools plus the College with a network of 80 Enterprise Advisers and Gatsby benchmarks well above the national average. The Bucks Skills Show 2025 had positive engagement:</p> <ul style="list-style-type: none"> <li>• 7,000 attendees incl:</li> <li>• 5,500 school students from 45 schools</li> <li>• 1,000 parents and adults</li> <li>• 330 teachers attended</li> <li>• 120 employer stands</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Expand the delivery and publicize the Essential Digital Literacy Qualification at entry level and level 1 or non-accredited courses based on the EDLQ standards to employers and employees in the creative film and TV sector	<ul style="list-style-type: none"> <li>• BAL (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the creative film and TV sector</li> <li>• Number of learners completing the level 1 EDLQ working in the creative film and TV sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>

## Priority: Health & Social Care

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Offer a range of short courses in digital literacy – mainstream software packages	<ul style="list-style-type: none"> <li>• Buckinghamshire College Group, Buckinghamshire Adult Learning and other learning providers</li> <li>• Buckinghamshire Health and Social Care Academy</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote course</li> <li>• Deliver course</li> <li>• Evaluate course</li> </ul>	<ul style="list-style-type: none"> <li>• Number of students completing the course</li> <li>• Percentage of full-time healthcare students gaining employment in the health and social care sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Positive engagement with learners and the NHS</li> </ul>
Expand the delivery and publicize the Essential Digital Literacy qualification at entry level 1 and level 1 or non-accredited courses to employers and employees in the Health and Social Care sector	<ul style="list-style-type: none"> <li>• BAL (lead)</li> <li>• Creative Film and TV Sector Employer Group</li> <li>• Sector employers.</li> <li>• BCG</li> <li>• Commercial learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Promote courses.</li> <li>• Deliver courses</li> </ul>	<ul style="list-style-type: none"> <li>• Number of learners completing the entry level EDLQ working in the creative film and TV sector</li> <li>• Number of learners completing the level 1 EDLQ working in the creative film and TV sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BAL has delivered the qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL has delivered the first steps non-qualifications to 79 learners in 2023/24 and to date have delivered to 70 in 2024/25</li> <li>• BAL is currently offering the following digital literacy courses: <ul style="list-style-type: none"> <li>○ Computer Confidence Entry</li> <li>○ Essential Digital Skills Entry 3</li> <li>○ Digital Skills Certificate Entry 3</li> <li>○ Essential Digital Skills Level 1</li> <li>○ Digital and IT Skills level 1</li> <li>○ Digital and IT Skills level 2</li> <li>○ Diploma in Business Beginners in Cyber Security Level 2</li> </ul> </li> </ul>
Review of job readiness development as part of full-time provision using the LSIP work readiness model	<ul style="list-style-type: none"> <li>• Buckinghamshire College Group and other learning providers</li> <li>• Buckinghamshire Health and Social Care Academy</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Embed work readiness skills into the delivery of full-time health and social care courses</li> </ul>	<ul style="list-style-type: none"> <li>• Percentage of full-time healthcare students gaining employment in the health and social care sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG's HealthTec Suite is operating and this is providing cutting edge facilities in which students can develop their skill</li> <li>• BCG is ensuring that job readiness and students are getting job outcomes</li> </ul>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Development and piloting of the Volunteer Skills Record Scheme in the H&SC sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Health and Social Care Academy</li> <li>• Buckinghamshire College Group, Buckinghamshire Adult Learning, Buckinghamshire New University and other learning providers</li> </ul>	June 2023 – March 2024	<ul style="list-style-type: none"> <li>• Outline pilot.</li> <li>• Develop model.</li> <li>• Engage organizations to offer places.</li> <li>• Engage students.</li> <li>• Manage pilot.</li> <li>• Evaluate pilot</li> </ul>	<ul style="list-style-type: none"> <li>• Number of volunteers placed.</li> <li>• Number of employers offering places</li> </ul>	<p><b>Completed</b></p> <p>The pilot has been completed and an evaluation report produced. It found:</p> <ul style="list-style-type: none"> <li>• There was a mismatch between the location of the students and the volunteer opportunities</li> <li>• Only one student had a car and a lack of public transport was a challenge</li> <li>• Those providing the opportunities were mixed about the potential benefits</li> </ul>
Development of immersive learning that showcases the wide range of careers in the H&SC sector	<ul style="list-style-type: none"> <li>• Buckinghamshire College Group and other learning providers</li> <li>• BH&amp;SCA</li> <li>• H&amp;SC employers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Undertake engagement activities</li> <li>• Review outcomes of engagement</li> <li>• Revise engagement activities</li> <li>• Undertake engagement activities</li> </ul>	<ul style="list-style-type: none"> <li>• Number of enrolments on health and social care courses</li> <li>• Percentage of full-time healthcare students gaining employment in the health and social care sector</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• BCG continues to engage schools and Jobcentre Plus</li> <li>• A Pre-Positive Steps programme is planned to showcase careers and to maximize the new HealthTec Suite</li> </ul>
Expand resources on the Bucks Skills Hub portal in relation to career guidance, including career maps outlining occupations in the H&SC sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Business First</li> <li>• BH&amp;SCA</li> <li>• Learning providers</li> </ul>	June 2023 – March 2025	<ul style="list-style-type: none"> <li>• Increase content to reflect issues emerging through the LSIP. Measure traffic on the site and viewing the new content</li> </ul>	<ul style="list-style-type: none"> <li>• New content on portal</li> <li>• Number of interactions with the new content</li> <li>• Number of young people engaging with the new content on the portal</li> </ul>	<p><b>Ongoing</b></p> <p>Content has been updated</p>

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Review and evaluate the implementation of the Volunteer Skills Record Scheme. Use learning to develop and trial with one further priority sector	<ul style="list-style-type: none"> <li>• Buckinghamshire Health and Social Care Academy</li> <li>• Priority Employer Groups</li> <li>• Buckinghamshire College Group, Buckinghamshire Adult Learning, Buckinghamshire New University and other learning providers</li> </ul>	June 2025	<ol style="list-style-type: none"> <li>1. Review pilot</li> <li>2. Agree next steps</li> </ol>	<ul style="list-style-type: none"> <li>• Number of volunteers placed.</li> <li>• Number of employers offering places</li> </ul>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• External evaluation report completed</li> <li>• Reviewing its implications as to how best it should be taken forward</li> </ul>



## Priority: Green Net Zero

Action/activity/milestone	Partners involved	Timescales	Implementation and outcomes	Monitoring arrangements	Progress status
Identify or develop a course to support the development, management and monitoring of a net-zero strategy or plan	<ul style="list-style-type: none"> <li>• BBF</li> <li>• BCG</li> <li>• BNU</li> <li>• Sector Employers</li> <li>• Learning providers</li> </ul>	May 2024 – March 2025	<ul style="list-style-type: none"> <li>• Identify available provision in relation to skills needs.</li> <li>• Introduce existing course or develop appropriate alternative.</li> <li>• Promote course</li> <li>• Delivery course</li> <li>• Evaluate impact of course</li> </ul>	<p>Courses in place.</p> <p>Number of learners on the course.</p>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Available courses have been identified.</li> <li>• There are sufficient courses to meet current demand. However, anecdotally the interest from businesses has fallen since the LSIP was developed. This is felt to reflect the wider pressures on business.</li> <li>• BCG has opened a Green Energy Hub. The focus is now on generating demand for short courses and BCG is organizing an event for businesses to stimulate demand</li> <li>• A sub-group of the Learning Provider Forum has been established to ensure provision remains relevant and to collaborate on ensuring that latent demand remains relevant.</li> </ul>
Identify or develop a short course or a series of short courses to increase the awareness of net-zero, reducing energy usage and an individual's own responsibility to reduce energy usage.	<ul style="list-style-type: none"> <li>• BBF (lead) Digital Sector Employer Group</li> <li>• BCG</li> <li>• BNU</li> <li>• Sector Employers</li> <li>• Learning providers</li> </ul>	May 2024 – March 2025	<ul style="list-style-type: none"> <li>• Identify available provision in relation to skills needs.</li> <li>• Introduce existing course(s) or develop appropriate course(s)</li> <li>• Promote course</li> <li>• Delivery course</li> <li>• Evaluate impact of course(s)</li> </ul>	<p>Course in place.</p> <p>Number of learners on the course(s).</p>	<p><b>Ongoing</b></p> <ul style="list-style-type: none"> <li>• Available courses have been identified.</li> <li>• There are sufficient courses to meet current demand. However, anecdotally the interest from businesses has fallen since the LSIP was developed. This is felt to reflect the wider pressures on business.</li> <li>• A sub-group of the Learning Provider Forum has been established to ensure provision remains relevant and to collaborate on ensuring that latent demand remains relevant.</li> </ul>



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