

Liverpool City Region Careers Hub and Enterprise Advisor Network

Memorandum of Understanding between Woodchurch High School and LIVERPOOL CITY REGION LOCALENTERPRISE PARTNERSHIP

This is a Memorandum of Understanding (MOU) between Woodchurch High School and LIVERPOOL CITY REGION LOCAL ENTERPRISE PARTNERSHIP:

School/College

Organisation Name	Woodchurch High School
Registered Address	Carr Bridge Road, Wirral CH49 7NG
Telephone	0151 677 5257

LEP

Organisation Name	Liverpool City Region Local Enterprise Partnership
Registered Address	No 1 Mann Island, Liverpool L3 1BP
Telephone/Email	0151 227 2727

1.1 CAREERS HUBS

Our LCR Careers Hub is a group of up to 80 secondary schools located in the Liverpool City Region, working with universities, other education and training providers, employers and career professionals to ensure the Gatsby Benchmarks are delivered in each school and that careers outcomes are improved for all young people. Schools within our Hub have a shared vision of how we will work together to improve outcomes for the young people in our area.

1.2 ENTERPRISE ADVISOR NETWORK

Our LCR EAN is a group of secondary schools and colleges located in the Liverpool City Region, working with employers and career professionals to ensure the Gatsby Benchmarks (5 and 6 in particular) are delivered in each school and college and that careers outcomes are improved for all our young people.

2. COMMITMENTS

LIVERPOOL CITY REGION LEP/CA commits to:

- Employ a full-time Hub Lead to run the Careers Hub and the Enterprise Advisor Network (EAN) in the area.
- To comply with the CEC Grant Offer Letter including terms on how payments will be made by CEC and how the Hub/EAN will provide ongoing performance management information and data to support evaluation of the pilot.

- Match fund any additional Enterprise Coordinators required to ensure the Hub/EAN can operate effectively.
- Recruit, deploy and support Enterprise Advisers across all Hub/EAN schools and colleges in line with CEC's standard MOU for the Enterprise Adviser Network.
- Collaborate with all schools in the Hub/EAN to agree, manage and abide by robust governance processes to ensure effective delivery.
- Act in a timely manner, recognising the time-critical nature of this initiative and respond accordingly to requests for support.

School commits to:

- Provide a nominated person from the Senior Leadership Team to work with the Hub Lead, EC and EA on delivering the Hub/EAN's objectives.
- Commit to using the CEC's Compass tool to audit current provision and identify current performance against the Gatsby Benchmarks; and to refresh their Compass return at the end of each school term for the duration of the initiative
- Develop and/or adapt school strategy to embed work related learning across the school to encompass delivering all 8 Gatsby Benchmarks for Hub Schools and focus on Benchmarks 5 and 6 for EAN Schools..
- Hus Schools will commit to development of an action plan for careers education using CEC's Tracker Tool, to be kept constantly up to date as directed by the school's careers leader.
- Share the performance data in Compass and Tracker with the Liverpool City Region LEP and CEC on a termly basis.
- Share information, experience, materials and skills with other partners in the Hub to learn from each other and develop effective working practices, work collaboratively to identify solutions, eliminate duplication of effort, mitigate risk and reduce cost.
- Attend and participate in Hub network meetings (schedule to be determined by the Hub Lead).
- Commit to the programme until at least the end of July 2020.
- Share best practice and case studies with the Enterprise Advisor and Enterprise Coordinator.
- Permit receipt of email information communication from Liverpool City region LEP and the CEC,
- Offer honest feedback and review of the programme to support continuous improvement.
- Act as a champion for the programme with other schools/colleges and businesses.
- Act in a timely manner, recognising the time-critical nature of the Pilot and respond accordingly to requests for support.

3. ACTIVITY NOT WITHIN THE PROGRAMME SCOPE

Liverpool City Region LEP will not:

- Deliver careers and enterprise programmes directly to students.
- Disrupt existing external or school-based programmes that are working well.
- Duplicate existing activity.
- Charge for services.

4. AMENDMENTS

Should any party wish to amend the content of this MOU, any proposed changes should be discussed and agreed in writing with the designated parties to this agreement.

5. BREACHES AND ISSUE RESOLUTION

Should any issue arise during the duration of this MOU, then the initial approach should be an informal discussion to highlight the issue and reach a resolution. If for any reason no resolution can be found, then both parties must agree to an action promptly. If required, the MOU can be made invalid through notification in writing by either party.

If for any reason, both or either party continue to fail to abide by the commitments and/or resolve breach(es), then the MOU will become invalid through notification in writing.

The parties affirm to know, understand and agree to all articles of this MOU as above.

DATA PROTECTION

The information which we collect will, in addition to the business details, include name and job title of officers and individuals who are named contacts, including work telephone numbers and work email address, and where provided, mobile telephone number.

The information you share with us will be used by the Liverpool City Region Local Enterprise Partnership, the Careers and Enterprise Company together with partners, selected service providers and funders (e.g. local authorities, Chambers, Department for Communities and Local Government (DCLG) and Department for Business, Energy & Industrial Strategy (BEIS)) to record support provided, for reporting purposes and for subsequent evaluations of the programme.

Information from Compass and Tracker will be shared with the Careers and Enterprise Company but will not be shared externally by the LEP other than in an anonymised format for reporting processes necessary for the efficient running of the organisation.

The information will be held both electronically on a central database and hard copy paper form in a secure filing system at the LEP offices and the offices of our partner organisations.

We recognise the need for commercial confidentiality and the privacy of individuals, and ensure that any information will be kept securely and not shared outside the partnership or the selected providers other than detailed above without your prior agreement.

You may contact us at any time to have contact information removed or amended and we would request that you keep us updated when named individuals are no longer involved in the business.

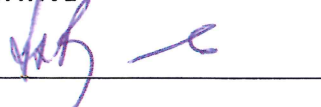
SCHOOL/COLLEGE REPRESENTATIVE

Signature: 

Name: REV. LYNDON BANNON

Position: ASST. HEADTEACHER

LIVERPOOL CITY REGION HUB REPRESENTATIVE

Signature: 

Name: Sally Beevers

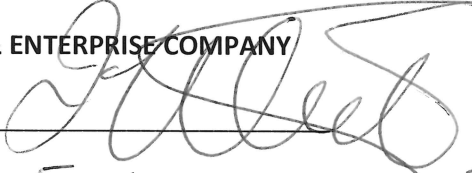
Position: LCR Hub Lead

Date: _____

Date: 09/08/19

CAREERS & ENTERPRISE COMPANY

Signature: _____



Name: E. Nardeworth - Phillip's

Position: Regional head North West.

Date: 09/08/19