



Llywodraeth Cymru
Welsh Government

Addendum to the Integrated Impact Assessment for the Young Person's Guarantee August 2022

The Employment and Enterprise Bureaus sit within the delivery of the Young Person's Guarantee (YPG) commitment.

The YPG is the Welsh Government's key commitment to everyone under the age of 25, living in Wales, with support to gain a place in education or training, and help to get into work or become self-employed.

To support the commitment, the YPG are investing £2,360,000 this annual year to further enhance and promote the role of the Bureaus. The Bureaus will be asked to commit to the YPG, to share good practice and develop a model that is appropriate for their regions in line with regional demands.

The aim of the Bureau is to work in collaboration with key partners and to provide a package of opportunities for learners, full and part-time to help build essential employability and enterprise skills, provide advice and guidance to support a positive employment or self-employment outcome.

Employment Bureau and Enterprise Background

As part of the Further Education Creative Solutions funding in 2016/17 and 2017/18, Pembrokeshire College piloted the idea of an Employment Bureau. The key objective of the Bureau is to offer a recruitment service to local employers and to increase the employment opportunities available to learners at the college.

Due to the success of the pilot, in 2018/19 it was agreed to roll out the Employment Bureau objectives to each of the colleges. Each college received £40,000 towards an Employment Bureau recruitment service.

In August 2020, based on youth unemployment forecasts, experience of previous recessions, and labour market factors associated with the COVID 19 pandemic, £480,000 was provided to allow for an additional £40,000 per college to expand the Employment Bureau capacity.

In August 2021, £80,000 was provided to each college, to continue to run an Employment Bureau; offer a recruitment service to local employers and to increase the employment opportunities at the college.

From August 2022 the YPG are investing £2.36m to further enhance and promote the role of the Employment Bureau. In addition, we are embedding entrepreneurship within the Employment and Enterprise Bureaus.



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Financial support for Enterprise and Entrepreneurship activity through all colleges in Wales and the development of an Enterprise Champion network in Wales has been supported for over 10 years.

Integration of enterprise and entrepreneurship support within the Employment and Enterprise bureau will allow institutions to build on and continue the work currently being delivered through the Youth Entrepreneurship Grants to Further Education institutions 2019-2022, to further embed enterprise and entrepreneurship into the institutions teaching and its support for learners and leavers of the institution. The integration fully complements the bureaus' aim in supporting learners and leavers transition into self-employment by providing a key contact (Entrepreneurship Champion) for this project to develop the internal and external eco-system of support for self-employment and act as an ambassador for entrepreneurship.

The champion will facilitate entrepreneurial awareness sessions across the college through Entrepreneur Role models to raise awareness and aspiration for entrepreneurship and self-employment amongst learners and leavers of the institution. They will also prepare learners, particularly in vocational and trade courses to learn about business, working in an SME and preparation for self-employment and help learners explore ambitions for self-employment, write a plan to start a business/plan to become self-employed, help to access further start up support/programmes.

Joint Portfolio – Cross Government Working

The Employment Bureaus will demonstrate a joint portfolio commitment between the Minister for Economy and the Minister for Education and the Welsh Language.

Employment Bureaus are delivered by Further Education Colleges; however, the Young Persons Guarantee will fund and monitor the Employment Bureau delivery from 01 August 2022.

Employment Bureaus provide an opportunity to join up across Departments on the Government's cross-cutting priorities: Economy, Treasury and Constitution Group; and the Education, Social Justice and Welsh Language Division. From August 2022 the Bureau's will, be referred to as the Employment and Enterprise Bureau to support ambitions across Young Person's Guarantee and reflect on need to work with local business community.

The benefits of cross department working will:

- Provide an opportunity to join up across Welsh Government Departments on the Government's cross-cutting priorities;
- The Employment Bureaus will remain within FE and form part of the mainstream Grant Award Letter;



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- YPG commitment will allow the Employment Bureaus to enhance its delivery to benefit the young person and employer;
- There will be one guidance to support the Employment and Enterprise Bureaus delivery;
- The YPG team will coordinate, promote, monitor the Employment Bureaus delivery; and
- The Entrepreneurship team will continue to monitor Enterprise activities, supporting appropriate connections for self-employment and SME support through Business Wales.

Employment and Enterprise Bureau Objectives

The colleges are to report, twice a year, against the following objectives:

- To support the YPG commitment.
- To work collaboratively and create opportunities for learners to engage with local, regional and national employers.
- Identify sector opportunities in line with regional priorities, i.e. digital, net zero.
- To work collaboratively with partners to ensure learners are provided with relevant options and pathways into employment. For example, Jobs Growth Wales+, Apprenticeships and Big Ideas Wales.
- To link and collaborate with key stakeholders. For example, Careers Wales and Working Wales.
- Broker strong recruitment links between colleges and employers to lever more and better progression opportunities for learners.
- To offer transition support to learners.
- Prepare learners for and matching them to current and future job and apprenticeship opportunities.
- To support learners leaving other parts of the post-compulsory. education and training system such as schools and Higher Education.
- To provide 1 to 1 advice and guidance.
- To offer work experience/placement opportunities via the Employment Bureau.
- To help with CV's, Assessment Centres and job search training.
- Provide a key contact (Entrepreneurship Champion) for this project to develop the internal and external eco-system of support for self-employment and act as an ambassador for entrepreneurship.
- Facilitating entrepreneurial awareness sessions across the college through Entrepreneur Role models to raise awareness and aspiration for entrepreneurship and self-employment amongst learners and leavers of the institution.



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- Prepare learners, particularly in vocational and trade courses to learn about business, working in an SME and preparation for self-employment.
- To help learners explore ambitions for self-employment, write a plan to start a business/plan to become self-employed, help to access further start up support/programmes.
- To be aware of and take action to remove barriers for disabled individuals accessing employment opportunities in line with the social model of disability.
- Hold a minimum of one jobs fair during the academic year engaging with local and national employer.
- Embed Enterprise/Entrepreneurship into careers and job fairs, induction weeks and organise activities to participate in Global Entrepreneurship Week held annually in November.
- Evaluate entrepreneurship activities using BIW Feedback forms (Feedback | Business Wales - Big Ideas (gov.wales))
- To promote access to, and participation in, safe, fair and rewarding work, which includes opportunities for personal development and progression.
- To promote knowledge and awareness of employment rights and the role of Trade Unions.
- Develop case studies showing learner journey, relevant engagement with local businesses or support organisations.
- To share good practice with other colleges.