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London LSIP Glossary

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This is a glossary of commonly used terms referenced throughout the LSIP report and annexes.

Term	Definition
Adult Education Budget (AEB)	The AEB funds education and training for adults aged 19 years and over and includes qualifications such as basic English, maths and digital skills and community learning. Responsibility for the AEB in London was devolved to the Mayor of London in the 2019/2020 academic year.
Apprenticeships	<p>Apprenticeships are paid jobs which include at least 20% off the job training (such as classroom learning) and lead to a nationally recognised qualification.</p> <p>Apprenticeship levels are classified as: Intermediate (Level 2), Advanced (Level 3), and Higher (Level 4+).</p> <p>Note: higher-level includes degree-level apprenticeships (Level 6-7). See qualification levels below for further explanation.</p>
Apprenticeship Levy	<p>A tax on employers which is used to fund apprenticeship training. Introduced at the start of the 2017/18 tax year, it is payable by all employers with an annual pay bill of more than £3 million, at a rate of 0.5% of their total pay bill. It is collected through the Pay as you Earn (PAYE) process alongside other employment taxes.</p> <p>While the Levy is only payable by employers with an annual pay bill above £3 million, the money raised also funds apprenticeship training for non-Levy paying employers.</p>
Broader Essential Digital Skills	<p>Outlined by Future Dot Now, the Essential Digital Skills Framework is the range of skills people need to safely benefit from, participate in and contribute to the digital world of today and tomorrow in life and at work.</p> <p>For more information on the Essential Skills Framework, see here.</p>
Community Learning	Adult community learning is delivered through a diverse network of providers, including local authority adult education services, colleges, and charities. Most community learning provision is at Level 2 or below, including non-formal learning which does not lead to accreditation. It covers a wide range of areas, such as English, maths, digital skills and English for Speakers of Other Languages (ESOL) qualifications, as well as learning aimed at developing employability skills and well-being.
Degree Apprenticeship	Degree apprenticeships are primarily targeted at 18 to 19-year-old school leavers as an alternative route to gaining a degree,

	especially those who are unsure about university due to high tuition fees and student debt. However, they're also suitable for mature students.
Degree-level skills	Qualifications at Level 6 or above. Includes undergraduate degrees (Level 6), postgraduate degrees (Level 7), as well as Level 8 qualifications such as PhDs.
Digital Poverty	The inability to interact with the online world fully, when, where, and how an individual needs to. Mostly used to refer to those who live without, or very minimal, access to the internet and to the digital technologies capable of connecting to it.
Economically Inactive	People not in employment who have not been seeking work within the last 4 weeks and/or are unable to start work within the next two weeks.
Employer Representative Bodies	Referred to as ERBs, Employer Representative Bodies are the business representative organisations in London. They include: <ul style="list-style-type: none"> • BusinessLDN – Designated Lead ERB for the Greater London LSIP • Confederation of British Industry (CBI) • Federation of Small Businesses (FSB) • London Chamber of Commerce and Industry (LCCI)
Employment/jobs	Employment and jobs numbers can be estimated from a number of different sources (see here for reference). Note: the number of people in work is not the same as the number of jobs. This is because a person can have more than one job. There is also a distinction to be made between workplace and residence-based measures. Numbers which are based on place of work will include (for example) jobs held by residents and (in-)commuters.
Free Courses for Jobs (FCFJ) scheme	Provides access to a Level 3 A-level equivalent qualification (advanced technical certificate or diploma) for free. Those eligible for the scheme include +19-year-olds without a Level 3 qualification, those who already have a Level 3 qualification or higher but earn below the National Living Wage annually and people over the age of 19 years who already have a Level 3 qualification or higher but are unemployed.
Functional skills	A frequently required component of post-16 education in England. The aim of Functional Skills is to encourage learners to develop and demonstrate their skills as well as learn how to select and apply skills in ways that are appropriate to their particular context in English, mathematics, information technology and digital skills, with qualifications at Levels 1 and 2. They provide a foundation for progression into employment or further technical education and develop skills for everyday life.

	Functional Skills are generally available in secondary schools, sixth form colleges, further education colleges, and tertiary colleges.
Gatsby Benchmarks	<p>Developed on behalf of the Gatsby Foundation by Sir John Holman, these define what world class careers provision in education looks like and provide a framework for organising careers provision at schools and colleges. They are:</p> <ol style="list-style-type: none"> 1. A stable careers programme 2. Learning from careers and labour market information 3. Addressing the needs of each student 4. Linking curriculum learning to careers 5. Encounters with employers and employees 6. Experiences of workplaces 7. Encounters with further and higher education 8. Personal guidance <p>For more information on the Gatsby Benchmarks, see here.</p>
Green skills	The skills which are needed to support the transition to Carbon net zero and a sustainable society.
Higher-level skills	<p>Generally used to refer to qualifications at Level 4 or above (this is often a university degree but also includes higher-level technical qualifications and higher education qualifications below degree level).</p> <p>An overview of qualifications levels can be found here.</p>
Higher Technical Qualifications	<p>New and existing level 4 and 5 qualifications approved by the Institute for Apprenticeships and Technical Education. There are many different types of Higher Technical Qualifications, such as:</p> <ul style="list-style-type: none"> • higher national diplomas • higher national certificates • foundation degrees • higher education diplomas
Industry Led Training	Industry led training is facilitated by an instructor, either online or in a classroom setting. ILT allows learners and instructors/facilitators to interact and discuss the training material individually or in a group setting
Institute for Apprenticeships & Technical Education (IfATE)	A non-departmental public body that supports technical education and apprenticeships in the United Kingdom, through qualifications such as T-Levels. It is funded by the Department for Education of the Government of the United Kingdom.

Labour shortage	A lack of candidates for a specific job in a specific labour market.
Multiply Programme	The Multiply Programme offers free essential numeracy training. The programme aims to support learners to build confidence with numbers and gain qualifications and is delivered by employers, schools and community organisations. It is open to Londoners aged 19 and over who don't have a maths GCSE at grade C or equivalent.
Qualification levels	<p>There are nine qualification levels in England, Wales and Northern Ireland. These are:</p> <ul style="list-style-type: none"> • Entry level, including entry-level Skills for Life • Level 1, including GCSE lower grades • Level 2, including GCSE higher grades, intermediate apprenticeships • Level 3, including A-levels, T-levels & advanced apprenticeships • Level 4, including higher apprenticeships and higher national certificates • Level 5, including foundation degrees and higher national diplomas • Level 6, including degree apprenticeships and graduate diplomas • Level 7, including master's degree and postgraduate diploma • Level 8, including PhD
Restart Scheme	A referrals scheme for those who have been Universal Credit claimants for 9 months. The Restart Scheme breaks down employment barriers that could be holding claimants back from finding work. Providers work with employers, local government and other partners to deliver tailored support for individuals.
Skills Bootcamps	Skills bootcamps are aimed at helping people over the age of 19 (who are who are full-time or part-time employed, self-employed or unemployed, as well as adults returning to work after a break) to progress in work by providing access to in-demand skills training and a guaranteed interview. The programme supports key sectors of London's economy. Skills bootcamps run for 16 weeks and provide higher level training (Levels 3 to 5), with the green and construction bootcamps also including Level 2 training.
Skill levels	Skill levels are approximated by the length of time deemed necessary for a person to become fully competent in the performance of the tasks associated with a job. Occupational classifications partly reflect the skill level of a job (see Standard Occupational Classification Codes below).

Skills gap	The proportion of the workforce that employers consider to be lacking full proficiency in the skills that are required to perform their role.
Skills mismatches	Situations in which an employee's current skills are not well suited to their current job.
Skills shortage	A lack of candidates with the skills required by employers.
Standard Occupational Classification (SOC) Codes	<p>A common classification of occupational information developed by the Office for National Statistics (ONS). The report uses both the UK SOC 2010 and (recently revised) SOC 2020 classifications depending on data availability.</p> <p>SOC 2010 had nine major groups (classified by 1-digit SOC codes, 1-9), 25 sub-major groups (2-digit), 90 minor groups (3-digit) and 369 unit groups (4-digit). SOC 2020 has nine major groups, 26 sub-major groups, 104 minor groups and 412 unit groups and follows the same coding structure (1-digit to 4-digit).</p> <p>Note, the major group structure is a set of broad occupational categories that are designed to be useful in bringing together unit groups, which are similar in terms of the qualifications, training, skills and experience commonly associated with the competent performance of work tasks.</p> <p>The ONS also classifies occupations by skill level at the sub-major group level.</p> <p>For more information on these groups, see here.</p>
Section-106 Agreements	Legal agreements between Local Authorities and developers; these are linked to planning permissions for development sites and can also be known as planning obligations. Employers are often asked to commit to a local labour agreement whereby a proportion of the total workforce on the development site in question must be recruited solely within the local borough.
Sector-based Work Academy Programme (SWAP)	Sector-based work academies help prepare those receiving unemployment benefits to apply for jobs in a different area of work. Placements are designed to help meet your immediate and future recruitment needs as well as to recruit a workforce with the right skills to sustain and grow your business. SWAP is administered by Jobcentre Plus and available in England and Scotland.
Skills Academies Hubs	As part of the Mayor's Academies Programme, funding has been awarded to organisations to lead the establishment and delivery of Skills Academies Hubs which support Londoners into good work in the green economy, creative industries, digital, health and hospitality sectors. There are almost 30 hubs across London.

	Each hub brings together employers, education and training providers and sector bodies to work together to develop clear pathways into employment and ensure a coordinated offer of training, work experience and advice and guidance for Londoners.
Sub-Regional Partners	<p>Referred to as SRPs. Sub-regional partnerships bring together London boroughs and other strategic partners for the purpose of (for example) strategic policy advice, research, advocacy and programme management. They bridge the space between local authorities and regional government in the capital.</p> <p>London has four borough-focused sub-regional partnerships:</p> <ul style="list-style-type: none"> • West London Alliance (west London) • South London Partnership (south-west London) • Central London Forward (central London) • Local London (south-east and north-east London)
Sustained Education Destinations	Pupils who have sustained an education destination post key stage 4 or 16-18 years old for 6 months. This includes school sixth forms, sixth form colleges, FE colleges and other education settings.
T-levels	T-Levels are new two-year courses which are taken after GCSEs and are broadly equivalent in size to three A Levels. Launched in September 2020, these courses have been developed in collaboration with employers and education providers so that the content meets the needs of industry and prepares students for entry into skilled employment, an apprenticeship or related technical study.
Train the Trainer Model	Train the Trainer is a face-to-face course for experienced teachers. Participants develop the knowledge and skills they need to train English language teachers working in primary and secondary schools. They learn how to run training sessions, observe teaching and give feedback.
Transferrable Skills	A transferable skill is an ability or expertise which may be used in a variety of roles or occupations. Examples include research, critical thinking, communication, problem-solving, analytical skills, organizational skills, administrative assistance, and time management skills. Can be referred to as essential, soft, fusion, employability skills.