

Sector Support Fund (SSF) Application Template

1. Project Title	
Planning and prioritising future skills, training and business support needs for rural businesses across SELEP	
2. Project Location	
Lead contact location, Plumpton College, Lewes, East Sussex, BN7 3AE	
Primary delivery locations	
<ul style="list-style-type: none"> • Plumpton College, Lewes, East Sussex, BN7 3AE • Hadlow College, Hadlow, Tonbridge, Kent, TN11 0AL • Writtle University College, Chelmsford, Essex, CM1 3RR • East Malling Research, New Road, East Malling, Kent, ME19 6BJ 	
3. Lead point of contact for Project	
Name	Dr David Stokes
Organisation	Plumpton College
Job Title	Vice Principal, Business Growth and Development
Telephone	01273 892054
Email	david.stokes@plumpton.ac.uk
4. Lead contact in County Council/ Unitary Authority (if different from above)	
Name	Katy Thomas
Organisation	East Sussex County Council (Team East Sussex)
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Email	Katy.Thomas@eastsussex.gov.uk
5. Description of Project (No more than 300 words)	
<p><i>This narrative should include evidence of impact in at least three of the four SELEP Federated areas and links to sector based working groups</i></p> <p>Rural working group driven, industry supported (eg FRIGSE/AHDB), cognisant and compliant with SELEP Assurance Framework and supporting the strategic objectives within the SELEP's SEP, skills and rural strategies, and the Government's Industrial Strategy, this pan-LEP-project will <u>scope, plan and prioritise the future rural skills, training and business support needs</u>, reflecting Federated Areas and geographical influences on business structures and performance (benchmarking).</p> <p>Talent is evenly spread – opportunity is not. Creating more opportunity relies on the ambitions and skills of all ages. This project will be a <u>comprehensive skills evaluation to formulate recommendations for targeting future skills delivery</u> across each Federated Area, setting out priorities for the main rural sectors:</p> <ul style="list-style-type: none"> a) Agriculture b) Food and drink -production and manufacture c) Horticulture production – vegetable crops, fruit and viticulture 	

For each covering the four key themes:

- a) Level 3+ technical skills
- b) Business improvement techniques and business support, including knowledge transfer
- c) Skills pipeline and facilitation for new entrants
- d) Business and environment sustainability

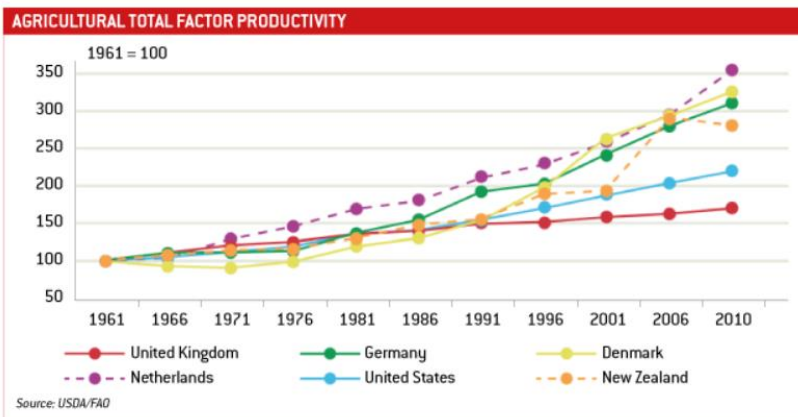
Commissioning through established training, education and research organisations for the rural sector with strong rural business links will generate excellent value for money.

	Sector					Theme			
	Agric	Food & Drink	Hort-veg crops	Hort-Fruit crops	Viticulture	L3+ technical skills	BIT&KT	Skills pipeline	Sustainability
Plumpton(P)	√	√			√	√	√	√	√
Hadlow(H)	√	√	√	√		√	√	√	√
Writtle(W)			√			√	√	√	√
East Malling(EM)		√		√	√				
Coordinator	(P)	(P)	(H)	(EM)	(P&EM)	(H)	(W)	(P)	(W)

The potential is significant

Green, pleasant, inefficient

Ratio of farm outputs to inputs by value
Excluding subsidies, 2004-09 average*



This project complements the SWG, LGHs and strategically tackles the SEELP conundrum of shortages in high and low skills and in careers pipelines. The recommendations will focus on partnership working leading to the development of plans to raise productivity, growth and opportunities in rural areas. New innovations require new ideas and talent and supportive business networks.

6. Project links to SELEP Strategic Economic Plan

Please identify which objectives within the current SEP that this project will assist in delivering

This strategic project to scope, plan and prioritise the future rural skills, training and business support needs across SELEP is exceptionally well aligned to the relevant LEP strategies, for example:

SEP aspect	SEP aspect description	How supported in this project
1.3 Our Growth Deal	Makes the case for Local Growth Fund investment from Government of 1.2billion - £200m a year - from 2015 to 2021.	Delivery against SEELP targets from central Government
1.4 • Boosting the productivity of our businesses	By bringing together local and national business support services, supplementing access to finance and encouraging closer links to be forged between business and the HE and FE sector;	Strategic planning of education and training will create more synergy between business and the FE and HE sectors and research organisations. Benchmarking to best practice.
1.4 • Investing £128m in skills capital projects	aligned to our growth opportunities, stimulating new competition and further strengthening employer influence over wider skills provision; and, business innovation	Provides employers with scope to influence the nature and scope of education delivery. Aimed to be tied in with the Governments Industrial Strategy Challenge Fund (£90m) to encourage investment and adoption of technology so to raise productivity.
1.5 Our federated delivery model	We will always deliver closest to our communities, coming together when scale, additionality and greater impact can be achieved	Project works within Federated areas but will identify overlapping needs to create pan LEP overview of skills delivery for rural businesses. Initial scoping study will identify where gaps are widest and highlight where focus needs to initially be.
1.20 Productivity level remains stubbornly	We need to drive forward innovation through providing greater support to business and encouraging greater collaboration with our universities and colleges.	Project builds relationships between SEELP, businesses and FE, HE and research organisations. According to DEFRA innovation is key to competing globally and meeting the estimated 60% growth in global food demand by 2050.
1.21 The proportion of our residents with higher level (4+) qualifications is low	At the same time, more than one in five companies reported a skills gap or skills shortage vacancy. We also need to address the quality of our much of our Further Education training estate which is poor, while further strengthening the role of business in skills commissioning.	Provides rural businesses with the opportunity to drive the skills training required, especially at level 4 and above. The bid will focus on lifelong learning so to raise human capital levels (and thus productivity, profits and real wages).
2.10 Economic activity is not evenly spread across the SELEP area.	Unemployment tends to be higher in more peripheral parts of the LEP, particularly in the coastal communities, and some other areas	Project will provide a benchmarking aspect, which will identify specifically for rural businesses which are in areas of lower productivity and which learn from transferable approaches used in more productive sub region areas.
2.11 Entrepreneurial Business culture	The SE LEP area has an above average proportion of registered micro-	This project will directly identify and plan support options for microbusinesses. It will



	enterprises (<10 employees).	link in with sources of capital and business development support. Farmers as both custodians and entrepreneurs.
2.21 Environmental Technologies and Energy	The global market for low carbon and environmental goods and services is rising rapidly as higher energy costs and regulation force the need for greater efficiency	This project will identify the training and skills needs for rural business to become more sustainable and plan the training for those in the environmental sector (eg wood fuel) to become more productive. It will look at best practice world-wide to see how output can be improved but inputs reduced (water, pesticides, antibiotics, etc.).
2.29 The SE LEP area economy is not as strong as the economies elsewhere in Southern England	Limited productivity gains impede LEP economic performance	This project provides employers and businesses with the opportunity to influence the skills delivery process pan LEP. Case studies and impact studies will be developed and made available.
2.32 Our ambition is to ensure that in achieving significant jobs growth, we concentrate resources on	Supporting growth in higher value added sectors and support this growth through raising the skills levels of our residents	Project is directly targeting skills needs identification and planning. It will offer support in commercial acumen and underwrite long-terms skills investment.
2.45 Some of the most varied, valuable and productive rural areas in the country can be found within the South East LEP	It's land based industries are of national importance, while new businesses and enterprises based in rural areas create further employment opportunities and help local communities to thrive.	Project directly supports land based businesses. SELEP benchmarking will highlight productivity and skills gaps.
2.46 A substantial proportion of the SE LEP business base is located in rural areas	As well as our traditional and burgeoning new agricultural economy (such as viticulture), new growth and business opportunities now range from agri-tech, forestry and energy through to heritage and tourism, as well sectors more associated with urban areas, including manufacturing, engineering, construction	Project directly supports land based businesses, especially food related and the associated processing and manufacturing to add value to primary products. The SELEP area covers some of the most wealthy and deprived areas in the country. Many of the deprived areas are in rural locations reflecting inequality in terms of opportunity rather than talent.
2.48 Technology and education in the rural sector	Technology and education in agriculture, horticulture and forestry are key to increasing productivity, the number of jobs and better use of scarce resources. The South East is ideally placed to increase food production and minimise impact upon these scarce environmental commodities. The combination of a world leading agri-tech research and development facility at East Malling Research, linked with colleges such as Hadlow, Plumpton and Writtle, together with some cutting edge businesses including Thanet Earth and many in fruit horticulture and specialist food production - each willing to use new technology to produce top quality produce for the London and European markets - gives the Southeast a platform and skills base for substantial growth in this sector, while reducing the need for imports. The landscape of the south-east is	Project directly supports the improved use of technology within the rural sector through influencing training needs and business support planning. This work in innovation is key to raising productivity and sustainability. Over the past two decades spending on agricultural R&D has fallen by an average of 6% per annum in real terms. This project will highlight the opportunities available to attract further investment capital into the SELEP area.

	rightly praised for its diversity and environment. With two major AONBs, a thriving agribusiness sector provides opportunities to improve, enhance and conserve our natural environment. This, in turn, leads to improved tourism and health benefits from recreation, while maintaining an attractive place to live and work of the kind sought after by many leading businesses.	
Rural Strategy aspect	RS aspect description	How supported in this project
RE1 - Provide support for rural businesses and businesses in rural areas	To improve access to 'business critical' infrastructure, resources and professional support to enable growth and development	Better planning and targeting of business support, training, skills and knowledge transfer – identified via the benchmarking study.
RE2 - Optimise the growth and development of the Agri-tech, Agri-food and Forestry-tech sectors	To support sustainable food production, maintain plant and animal health and support and enhance natural habitats	Identification of precise training, skills and business support required in agribusinesses, including crops and animal related enterprise (NB these are heterogeneously distributed across the 4 Federated Areas, related to edaphic conditions)
RE3 – Support the development of sustainable rural tourism	To maximise the rich cultural, historical, landscape, health and wellbeing visitor offer	Supports rural businesses with diversified business interests where tourism plays a role – eg wine tourism, through better planning of business support programmes and training for business to better connect with supply chains and tourism opportunities
RC2 – Develop the skills of the rural workforce	Provide opportunities for people to work, learn and achieve	Better engagement, uptake and impact because training and skills better aligned to business needs – via best practice and impact studies.
REn1 – Support development of a more efficient low carbon and sustainable rural economy	Reduce use of non-renewables and create more resilient supply chains	Better provision of knowledge transfer to support business development to evaluate sustainability impacts and evaluate and mitigate for risks
REn3 – Support sustainable development	To provide a sustainable future	Better planning of provision for skills development and training, business advice, mentoring, marketing expertise, business management improvement techniques. Greater resilience to deal with post Brexit outcomes.
Skills Strategy aspect	SS aspect description	How supported in this project
Improve the talent pool in support of priority sectors,particularly in higher level skills	Specifically plans rural training and skills delivery and the associate skills pipeline delivery approaches
Increase participation of young people in work, education and trainingwith focus on supporting priority sectors and skills gaps	Skills pipelines for the sectors identified will be developed to increase work experience opportunities and create a more coherent passage from school through post 16 education into work and lifelong learning.
Improve the basic skill levels and employabilityof our residents to boost productivity and employment	



The bid is cognisant and the project will be compliant with the SELEP Assurance Framework, especially parts:

- 2.5 The Federated Boards
- 2.3 The Accountability Board
- 2.7 The Working Groups
- 4.4 Allocation of revenue grants
- 4.5 Accounts and Audit
- 5 Ensuring Value for Money
- 5.4 Prioritisation of Sector Support Fund
- 5.6 Business Cases
- 5.10 Value for Money
- 6 Programme Management

7. Total value (£s) of SSF sought (net of VAT)

Organisation	Rural Sector					Theme				SSF Grant sought (£)
	Agric	Food & Drink	Hort – veg crops	Hort – Fruit crops	Viticulture	L3 plus technical skills	B.I.T. & K.T.	Skills pipeline	Sustainability	
Plumpton(P)	√	√			√	√	√	√	√	£14,000
Hadlow(H)	√	√	√	√		√	√	√	√	£16,000
Writtle(W)			√			√	√	√	√	£10,000
East Malling(EM)		√		√	√					£6,000
Coordinator	(P)	(P)	(H)	(EM)	(P&EM)	(H)	(W)	(P)	(W)	
SSF Costs	£5,000	£5,000	£5,000	£5,000	£5,000	£5,000	£5,000	£5,000	£5,000	
Overall project coordination	(P)									
SSF Costs	£5,000									£96,000

The cost to SSF of £96,000 is to cover the cost of the staff and consumables (travel and venue hire) at the organisations, which is in addition to the match and without which the project would not be viable. Without the SSF funding, the project would not have the size to impact at pan LEP level.

8. Total value (£s) of project (net of VAT)

Organisation	Rural Sector					Theme				TOTAL costs (£)
	Agric	Food & Drink	Hort – veg crops	Hort – Fruit crops	Viticulture	L3 plus technical skills	B.I.T. & K.T.	Skills pipeline	Sustainability	
Plumpton(P)	√	√			√	√	√	√	√	£21,000
Hadlow(H)	√	√	√	√		√	√	√	√	£24,000
Writtle(W)			√			√	√	√	√	£15,000
East Malling(EM)		√		√	√					£9,000
Coordinator	(P)	(P)	(H)	(EM)	(P&EM)	(H)	(W)	(P)	(W)	
TOTAL Costs	£7,500	£7,500	£7,500	£7,500	£7,500	£7,500	£7,500	£7,500	£7,500	
Overall project coordination	(P)									
TOTAL Costs	£15,000									£151,500

9. Total value (£) of match funding (net of VAT)

The value of the match will be at least £55,500

10. Funding breakdown (£s)

Source	2017/18	2018/19	2019/20	Total
SSF		£48,000	£48,000	£96,000
Other sources of funding (please list below, add additional rows if necessary)				
<i>Insert name of funding</i>				
Match Plumpton + related employers		£12,875	£12,875	£25,750
Match Hadlow + related employers		£6,500	£6,500	£13,000
Match Writtle + related employers		£5,000	£5,000	£10,000
Match East Malling + related employers		£3375	£3375	£6,750
Total Project Cost		£75,750	£75,750	£151,500

11. Details of match funding

Insert details of match funding, including who is providing match, at what value, on what terms and what assurances are there that the match will be provided

The value of the match will be at least £55,000

It is possible that other sources of funding could be used to further extend the proposed work through other project plans submitted for alternative (by potentially matching funding) by individual colleges.

Additionally, the use of organisations facilities will effectively provide additional match but have not been included in these calculations – conservative estimate would be a further £15,000 of match (room hire, use of services and facilities etc)

For examples see Appendices....

- All Parliamentary Group Briefing for horticulture (Baroness Fookes) – Plumpton College August 2018)
- Skills pipeline proposal to Education training Foundation – Plumpton College (June 2018)
- Skills development planning for Hasting Fishing Fleet – Plumpton College (August 2018)
- WineGB Industry report April 2018

Organisation	Rural Sector					Theme				Match (£)
	Agric	Food & Drink	Hort – veg crops	Hort – Fruit crops	Viticulture	L3 plus technical skills	B.I.T. & K.T.	Skills pipeline	Sustain ability	
Plumpton(P)	√	√			√	√	√	√	√	£7,000
Hadlow(H)	√	√	√	√		√	√	√	√	£8,000
Writtle(W)			√			√	√	√	√	£5,000
East Malling(EM)		√		√	√					£3,000
Coordinator	(P)	(P)	(H)	(EM)	(P&EM)	(H)	(W)	(P)	(W)	
Match Costs	£2,500	£2,500	£2,500	£2,500	£2,500	£2,500	£2,500	£2,500	£2,500	
Overall project coordination	(P)									
Match Costs	£10,000									£55,500

The TOTAL match comprises the following...

Organisation	Total	College Staff days	Cost / day	Employers' time for consultation	Employers contribution £/hour	Additional match from use of organisations facilities
Plumpton(P)	£25,750	40	£400	159	£50	£5000
Hadlow(H)	£13,000	15	£400	140	£50	£5000
Writtle(W)	£10,000	14	£400	88	£50	£3000
East Malling(EM)	£6,750	8	£400	71	£50	£2000

12. Expected project start and completion dates		
Start = 1 October 2018 End = 31 September 2019		
13. Key Milestones		
Key Milestones	Description	Indicative Date
Project initiated	Funding confirmed and contract awarded	1 October 2018
Project management group agreed	All project staff identified and management structure formalised	6 October 2018
Risks analysed	Risk register completed and risk mitigation approaches agreed across the partnership	12 October 2018
Work parcels agreed	Partners agree work parcels and timelines	1 November 2018
Gantt chart produced of workflows and actions		1 November 2018
Data collation policy agreed	Framework agreed for collection and analysis of data to create consistency across the project	1 November 2018
Project meeting groups agreed	Schedule agreed	1 November 2018
Plan for engagement with employers / businesses	Schedule of business to be engaged and data requirements agreed	15 December 2018
Data collection started		January 2019
Monthly review of data collation and progress	Review of progress	January onwards
Report writing group scheduled and begins	Data analysis and formulation of recommendations	June 2019
Final completion and evaluation	Finalisation of project	September 2019
14. Benefits created by 2021 (list benefits with number/amount and cash value if applicable)		
Type of Benefit	Number of benefits created	Cash value of benefit (£)
Analysis of current constraints to productivity in primary rural businesses	1 report of data (summary level) and series of recommendations	
The benefits tally with the Governments 2012 Rural Statement that had three main priorities – economic growth, rural engagement and quality of life. As a result some are hard to quantify.	Alignment of LEP activity for this project with Government activity	
Written report and case studies informing the SELEP with respect to options for funding and supporting rural skills delivery	A series of case studies which can be used with the LEP and external to the LEP to identify preferred options for LEP funded support programmes	
Benchmarking study to identify key needs, gaps and players.	Benchmarking is already a key activity in many countries where efficiency is greater than in the UK	
List of businesses engaged in project identified	1 list of business potentially content to further engage in LEP funded research to improve business productivity	
Recommendations for SELEP to consider	In the UK, knowledge exchange is led by farm levy bodies whereas in other countries there are closer relationships	

	between the levy body, farmers and development agencies.	
Improve knowledge exchange between land based producers	By collating data and best practice case studies land based producers can better identify opportunities to raise productivity.	
Improve the attractiveness of the sector and access to it for young people	Improved flow of new entrants into existing rural businesses	
Provide greater non-agricultural business acumen.	Develop opportunities for new entrants to bring non agricultural related acumen to create new ideas for business development =eg agro and wine tourism	

15. Value for Money – Benefit/Cost Ratio

Please insert your Benefit/Cost Ratio (i.e total value of benefits divided by total costs). Please indicate how you have quantified your benefits and over what period those benefits are expected to realised

The value for money from the strategic work by the organisations within the bid is exceptional...

Commissioning this strategic evaluation through established training, education and research organisations for the rural sector will generate excellent value for money by using the existing rural organisations with strung rural business links:

- Taps into existing networks and provides scope for match funding
- Utilises the existing networks' and frameworks - avoids 'starting from scratch'
- Builds on the existing industry relationships
- Promotes wide offer eg apprenticeship/better use of Levy funds
- Integrates within the existing education and skills system, efficient, well-structured, high quality integrated business support programmes
- The organisations in this bid have experienced staff (circa 300) with substantial industry link (circa 3000 employers / businesses in scope) that would directly inform this project. This would be challenging to replicate through other means. However, at a cost of £500 per day for consultants to create new avenues to those businesses may take say 1 hour per employer (hard to reach so limited sector body representation) would cost an additional £185,000.
- The annual spend on related skill for these businesses is approximately £3m annually across the LEP (from all sources) and if 20% of it is better targeted as a consequence of this project and returns double on investment through better business performance , that is £1.2m
- If as a consequence of an articulation of a more specific business case for targeted skills delivery arising from this project, SELEP can lever an additional £1m from government annually for post Brexit rural support, a further £5m is created over a 5 year window.
- Over a 5 year timespan, the potential impact from this investment is not unreasonably £12m representing a return on investment of 125 to 1.

Clearly the above is indicative but there are also additional benefit from the project and these are articulated below.

16. Value for Money – Other Considerations

Please detail benefits that cannot be quantified or cannot be quantified without lengthy or expensive analysis. This narrative should include details on why the benefit can't be quantified. If your BCR does not meet the standard 2:1 – please use this section to set out why the investment should be considered

This bid has a focus on human capital formation – a measure of individuals' skills, knowledge, abilities, social attributes, personality and health attributes. These factors require support for lifelong learning and not just a focus on school age qualifications. Inequality in levels of human capital tend to persist over time as educational achievements of children are correlated to those of their family. Thus human capital has social impacts. The structure of this bid will help to establish key areas/locations for concern and identify actions to rectify.

As a result the project will contribute significantly to employer value but in ways which are not easy to quantify, for example through:

- Benchmarking against best practice will highlight skills gaps and training needs. Where major gaps are identified easy win solutions can be highlighted if available or developed if not.
- Increased success of business ventures with consequent positive impact on proprietors and ability to take risks
- Enhancement of the qualifications and human capital of the working population
- Strengthening employability, resilience and progression through more advanced training thus reducing recruitment costs and time. An engaged workforce is less likely to move on and will be more productive.
- Enhancement to working populations through better trained and more resilient new entrants specifically targeted at the right businesses / employers
- Improved understanding of the value of the positive use of Apprenticeship Levy funding to maximise business gain
- Better facilitation for SELEP to influence Government and facilitate more coherent steps between business training needs and government support programmes

All of the components of this work will enhance and improve efficiency of the specific rural businesses. It will improve food production and ensure better use of the resources and efficient use non-renewables. This will lead to more production hence increased focus on food processing technology. With Brexit looming, pressures on supply chains (eg Sainsbury's merging with Asda), adverse weather and high input (energy) prices it is vital that land based businesses raise their productivity.

The work on planning business development will support new start-ups and scale ups more effectively and will be crucial to support rural businesses through the forthcoming Brexit environment which will have significant impact.

Post Brexit, business support for both rural business and those non-rural but rurally located businesses will need to be more focussed, faster delivered, more impactful and play a more central role not just in the formulation and delivery of training but gathering market information and sector changes to predict future development needs and inform government agencies on training required to support progress to 2030, a scanning horizon identified as the most critical window in UK rurally based business.

Preparation for business support for this window is critical because of recent/pending changes to the business environment because the timeframes for change will become much shorter which will challenge all business but especially land-based businesses which have seen extended periods of 'grace' to accommodate change slow pace for example, environmental subsidy changes. Preparation is being laid to foster faster rates of change, eg the forthcoming Agriculture Bill where the expectation is being created that change will be very rapid, possibly akin to that experienced in New Zealand.

17. Dependencies and Risks

Please detail any scheme dependencies, risks and delivery constraints which may impact on the delivery of the project and or the benefits achieved through SSF investment in the Project

The interdependencies between themes of this project are minimal so that each activity can proceed within the relevant timeframes.

Once funded the risks will be minimal, as strategic discussions have been held with all parties and this work has the full support of the SEELP Rural Working group and the Agreement of the TES / ESCC Authority to management to funding.

The organisations included in this project have very successful track records of bringing developments to completion on time and within cost. The project team would comprise the senior staff member from each organisation as well as co-opted members as necessary. This will form the project management group

The risk that this project presents to the delivery body is the interruption and displacement of existing activity. This is eliminated because the match funding through organisation staff is part of core activity and the SEELP SSF funding provides the ability to scale up to pan LEP level.

Plumpton College has extensive experience in managing complex projects alongside the maintenance of core activities during the academic year. There is a clear management structure for the programme and confidence that all stated match funding is in place.

Once funding is confirmed, a risk register will be created and mitigation strategies agreed

18. State Aid Implications

Please indicate how your project complies with State Aid Regulations

This project does not breach State Aid Regulations.

There is no economic advantage conferred to any partner from their engagement in the activity

Plumpton College has not received De Minimis aid nor does it expect to receive De Minimis aid during the previous 3 financial years (this being the current financial year and the previous two financial years), or over the next 3 financial years

NB: A declaration of compliance with EU or other State Aid Regulations will be required prior to any SSF being provided. If your project is awarded SSF it will be subject to a condition requiring the repayment of funding in the event that the European Commission or UK Government determines that the funding constitutes unlawful State Aid



19. Contracting Body

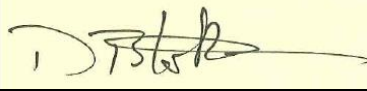
Please provide the name of the organisation to act as contracting body and give details of a contact within the organisation, including phone number and email.

If the contracting body is **not** one of the SELEP County or Unitary Councils, please detail the organisation that has been chosen, why the organisation has been selected and the benefits this arrangement will bring to the project. Any known risks of this organisation acting as contracting party should be identified here. Essex County Council as Accountable Body will make the final decision on whether any organisation is a suitable contracting partner.

Lead contact in County Council/ Unitary Authority (if different from above)

Name	Katy Thomas
Organisation	East Sussex County Council (Team East Sussex)
Job Title	Team Manager, Economic Development
Telephone	01273 482645
Email	Katy.Thomas@eastsussex.gov.uk

20. Declaration

Declaration	I certify that the information provided in this application is complete and correct
Signature (Lead applicant)	
Print Name	Dr David T Stokes
Organisation	Plumpton College
Date	7 August 2018

A version of this document will be made available on www.southeastlep.com