

Hull & East Yorkshire Local Enterprise Partnership

Employment and Skills Board

Draft Minutes of the Board meeting held on Monday 12<sup>th</sup> September 2022, 10.00 am  
via Microsoft Teams

## Attendance

### Board Members

Jayne Adamson (JA) (Chair)  
Liz Hutchinson (LH)  
Michelle Peacock (MP)  
Laura Botham (LB)  
Nikki Davies (ND)  
David Gent (DG)  
Iain Elliott (IE)  
Pat Coyle (PC)  
Sarah Bone (SB)  
Bill Meredith (BM)  
Alex Codd (AC)  
Andy Crossland (AC)

### Observers

Teresa Chalmers (TC)  
Chris Howell (CH)

### Guests

Hannah Crookes, Hull & Humber  
Chamber of Commerce  
Carl Southcoat - HEYLEP

### Secretariat

Karen Philipson

#### 1. **Welcome & Introductions**

JA welcomed members and Hannah Crookes from the Hull & Humber Chamber of Commerce.

#### 2. **Apologies**

Apologies received from Mark Burley (MB), Richard Sellick (RS), Gill Dillon (GD), Claire Watts (CW) and Catherine Bishop (CB).

#### 3. **Declarations of Interest**

None received.

#### 4. **Minutes of the previous meeting and matters arising**

The minutes of the previous meeting were agreed as being a true and accurate record.

CH addressed outstanding items which are to be actioned prior to the next meeting.

## 5. **Local Skills Improvement Plans**

HC gave an update on the progress being made by the Hull and Humber Chamber of Commerce which is the Employer Representative Body for the Hull & East Yorkshire Local Skills Improvement Plan.

The HEY LEP Employment & Skills team and the Chamber have jointly agreed use the use of SAP funding for the 2022/23 financial year in preparation for the transition to the LSIP. Full details are given in the Employment & Skills Manager report (Paper B, paragraph 3.6.3).

The Board agreed for HC, LSIP Manager, to become a permanent member of the Employment & Skills Board.

## 6. **Career Aspirations working group update**

AC gave an update on the progress of the Career Aspirations working group. Further progress has been made in planning the CPD event for employability professionals on professional services which will be held in the spring of 2023.

AC also updated the Board on the involvement of the Humber Learning Consortium in a trans-European (Erasmus) project which has developed a soft-skills passport for young people. <https://www.independentpeople.site>

## 7. **Apprenticeship and Technical Education working group**

CH gave an update on the work of the Apprenticeship and Technical Education working group. The group will next meet on 13<sup>th</sup> October.

## 8. **Talent Forum**

The first meeting of the reinstated Talent Forum will take place on 20<sup>th</sup> October 2022.

## 9. **Workforce Development update**

CS updated the group on the progress made by the Workforce Development Business Adviser.

CS highlighted the following key points:

- The need to raise awareness of the value and importance of business working more closely with training providers

- Traineeship opportunities are limited and will likely be further reduced in light of the Government's retraction of the incentive payment scheme and fewer providers offering these to learners
- Evidence from the workforce development business engagement data highlights the need for more work to make more employers aware of T-Levels, particularly relating how the qualification aligns to their workforce and the access points.
- The significant contributions to supporting local business through the European Funded Skills Support for the Workforce programme. No further EU funding is available and these contributions will cease at the end of the current programme.

#### 10. **Employment & Skills Manager's update**

CH updated the Board on the work of the HEY LEP Employment & Skills Team since the last meeting.

The Board was asked to approve the proposed SAP commissioning programme.

**The Board approved the proposed SAP commissioning programme detailed in paragraph 3.6.3 of Paper C, the Employment & Skills Manager's report.**

#### 11. **Horizon Scanning**

CH summarised key policy and strategy developments relevant to the Employment & Skills theme.

These included:

- Higher Technical Education Skills Injection Fund 2022 to 2023
- Skills Policy in the North (CIPD Research Paper)
- Unit For Future Skills
  - Prototype local skills dashboard
  - Use of HMRC data to inform labour market intelligence.

#### 12. **DWP Labour Market Intelligence**

LH updated the Board on the current labour market in Hull & East Yorkshire.

13. **Forward Plan**

CH detailed the current forward plan and asked Board members to nominate items for future meetings.

14. **Any other business**

None.

15. **Date of next meeting:**

Monday 31<sup>st</sup> October, 10am – 12 noon, Bishop Burton College.

Signed:

Jayne Adamson  
Chair