

Hull & East Yorkshire Local Enterprise Partnership

Employment and Skills Board

Draft Minutes of the Board meeting held on Monday 27th June 2022, 10.00 am
via Microsoft Teams

Attendance

Board Members

Jayne Adamson (JA) (Chair)
Liz Hutchinson (LH)
Sue Balthazar (SB)
Adam Greenwood (AG)
Mark Burley (MB)
David Gent (DG)
James McIntosh (JM)
Pat Coyle (PC)
Sarah Bone (SB)
Bill Meredith (BM)
Alex Codd (AC)
Paul Rands (TC)
Adam Greenwood

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 Bill Meredith as a Board Member in his position as new Chair of the Humber Principal's Group and guest, Hannah Crookes from Hull & Humber Chamber of Commerce to the meeting.

2. Apologies

Apologies received from Andy Crossland, Iain Elliott, Becky Huxley-Binns, Gill Dillon, Claire Watts and Richard Sellick.

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 action prior to the next meeting.

5. Local Skills Improvement Plans

JA introduced Hannah Crookes who represented the Hull and Humber Chamber of Commerce. HC updated the board on the Chamber's involvement with the LSIP process to date. The Hull & Humber Chamber of Commerce have submitted an expression of interest to become the Employer Representative Body for the Hull & East Yorkshire Local Skills Improvement Plan.

The Chamber is awaiting detail from the DfE on exactly how they expect LSIPs to operate. The Chamber is also awaiting feedback from the DfE on their expression of interest and also on the LSIP trailblazers.

The Hull & Humber Chamber of Commerce have also been supporting stakeholders applying for Strategic Development Fund.

The HEY LEP Employment & Skills team and the Chamber have discussed use of SAP funding for the 2022/23 financial year in preparation for the transition to the LSIP.

HC offered to feed back responses from the DfE when available.

6. European Programmes Update

Paul Rands provided an update on European Funded projects led by the Humber Learning Consortium.

The update was given in the context of EU funding ceasing and being replaced with the successor fund, the UK Shared Prosperity Fund.

HLC's EU funded projects invested significant amounts of money to address youth unemployment and to support young people and adults with multiple barriers to work to find employment. The total investment into HLC projects totalled over £36m over the course of the programme.

There is concern that there may be a gap in activity from the date EU funded programmes end and when the employment & skills related UKSPF funding

becomes available and that this gap may result in a loss of provision and resources.

Elements of these projects that have worked well include removing barriers to engagement; the provision of integrated wrap around keyworker support; mental health and debt support; employability, personal and social skills development; work or community experiential activity.

Suggested issues to consider under UKSPF include costs per learner (DWP evaluation states £2,600 per learner to achieve a positive outcome); the size of the economically inactive cohort; integrating provision with other employment support programmes; providing support to people for as long as is required (not a fixed time period based on a notional funding amount); the importance of addressing skills and health together to ensure continued engagement.

CB reiterated the importance of VCS organisations in supporting people distanced from the labour market. DG agreed and reiterated his offer to support through Active Humber where appropriate.

AC updated on Hull City Council's approach to the UK Shared Prosperity Fund which has received 90 submissions. Demand for projects exceeds the funding allocation.

7. Career Aspirations Working Group Update

CH gave an update on the work of the Career Aspirations group.

The group is meeting on 6th July to take forward its agreed workplan.

The first priority for the group is to deliver a CPD event for careers and employability professionals in the autumn term.

The group is also looking into the possibility of reinstating some of the employability skills passport work done previously under the Humber LEP which yielded extremely positive outcomes.

8. Apprenticeship and Technical Education Working Group Update

CH updated on the work of the Apprenticeship & Technical Education working group.

The group is meeting on 21st July to take forward its agreed workplan. This will include a piece of commissioned research which will be joint funded by the HEY Careers Hub and the HEY LEP SAP funding into apprenticeships.

9. Talent Forum Update

The Employment & Skills team are working with the Chair of the group to find a mutually convenient date to hold the first meeting.

10. Institute of Technology Update

BM, Chair of the Yorkshire & Humber Institute of Technology (IoT) gave an update to the Board on the IoT.

The IoT is a collaborative partnership between a number of colleges, universities and employers in the region and delivers high quality, higher-level technical qualifications with a focus on STEM subjects.

Objectives of the IoT include increasing demand for higher level technical education and training in the region, providing a pipeline of skilled individuals into employment and further Higher Education, widening participation and encouraging diversity and to enhance the competitiveness and productivity of the region.

The curriculum includes engineering and engineering technologies, manufacturing, computing and digital technologies, precision agriculture technology, and construction and the built environment.

The future role of the IoT includes supporting the Humber's decarbonisation ambitions, furthering the HEY LEP's digital skills strategy and developing the IoTs USP – the metaverse.

11. Workforce Development

CS gave an overview of the Workforce Development Business Adviser (WDBA) role.

The WDBA works across the HEY LEP's Growth Hub and Employment & Skills Teams. The role provides expert advice and guidance to local employers on all workforce development matters.

A key focus of the role is to raise employers awareness of apprenticeships, help support the development of new standards where there is an identified gap, maximising use of apprenticeship levy and transferring unspent levy to local employers where there is a demand to ensure the funding is retained within the Hull & East Yorkshire Economy.

Other workforce options promoted include employment projects such as Kickstart, Traineeships, T-Levels, internships (including supported internships) and work experience placements.

The WDBA has secured the commitment from four local levy paying employers with unspent levy to re-invest this into local businesses with the WDBA acting as the informal broker.

To date, data collected from conversations with local employers indicates the following:

- The majority of skills development required by employers is upskilling with apprenticeships making up approximately ¼ of enquiries. A very small proportion of employers have enquired about traineeships.
- Approximately 40% of employers are requesting L3 skills with 20% requesting L2. The minority requested L4 and above.
- The vast majority of training sought is accredited.
- Digital, engineering and manufacturing sectors represented the majority of enquiries.

12. Employment & Skills Manager's update

CH gave an overview of key points from the update report which included:

- The first meeting of the reinstated Skills Network is taking place on Wednesday 13th July at the Aura Innovation Centre. The session will cover UKSPF, Multiply, Bootcamps, Devolution, launch the HEY Workforce website and hear from partners involved in health and wellbeing.
- The DfE confirmed a final award for 2022-23 of £55,000 to develop and provide the robust analysis of the local labour market and skills, to support Employer Representative Bodies (ERB) with the development of the Local Skills Improvement Plans (LSIPs) beyond 2023.
- Local Skills Improvement Plans are the successor to Local Skills Reports and will become the key strategic skills planning documents from 2023 onwards. They will align with the geographies of devolution in the long-term. They are to be delivered on behalf of government by a local designated ERB.
- During this term, the HEY Careers Hub will support 36 Careers Hub schools and colleges with their Compass self-evaluations. The data obtained from these assessments will be available shortly to share with schools.
- A Grant Offer letter has been received by the LEP from the Careers and Enterprise Company to confirm funding for the academic year 22/23.

This letter offers the financial contribution from the CEC to expand the Careers Hub to include all 51 schools in the HEY region.

- The HEY LEP Careers Hub team are holding a schools and college summer conference on 29th June at the MKM Stadium. The event brings together all Careers Hub stakeholders including schools, employers and public sector partners.
- The Employment & Skills Team have submitted a business case to the DCMS requesting further funding to support the continuation of the LDSP Regional Coordinator post. The request has been approved by DCMS supporting the LEP to continue the work of the LDSP until September 2023.

CB questioned whether there were any actions board members could take to better raise awareness of new and emerging skills development opportunities e.g. Bootcamps and Multiply through the community engagement work of the VCS.

PC agreed and gave examples of other VCS organisations operating in this space and reiterated the importance of collaboration with these.

ACTION: CH to speak to CB, HLC, PC and JA outside of the meeting to look into this further.

13. HEY Workforce

CH gave an overview of the HEY Workforce website.

The HEY Workforce website has been delivered in response to the mandate given by the board at its inaugural meeting for the LEP to progress a project supporting health and wellbeing in the workplace.

HEY LEP's Economic Growth and Workplace Wellbeing Strategy was published earlier this year and sets out a series of priorities, one of which is to lead the transformation of the HEY LEP area skills profile, to deliver a highly skilled, healthy, and productive workforce, reducing inequality and increasing life chances for our communities and one of the key objectives is a healthy workplace.

To help achieve this objective we have worked with partners to create the HEY Workforce website, a new digital resource containing a wealth of information for SMEs to help improve and maintain the health and wellbeing of their workforce. The toolkit covers topics such as mental health, talent management, team upskilling, digital skills and much more.

The HEY Workforce website also brings together the local support available to employers, including existing ESF skills provision and partner support on health and wellbeing.

ACTION: Board members are asked to review the product and provide comments and feedback to the Employment & Skills Team. Board members are also asked to promote the product to their networks.

ACTION: Employment & Skills Team to review website usage and gather example case studies to be used for further promotion of the product.

14. **Any other business**

Board members were reminded that photographs and biographies were required for the HEY LEP website. CH to liaise with BM to obtain photograph and biography.

15. **Date of next meeting:**

Monday 22nd August at 10.00am.
The board agreed to hold a face-to-face meeting.

Signed:

Jayne Adamson
Chair