

Employment and Skills Board 12 July 2022

Attendees:

Board Members

- Al Kingsley (Chairman) - Group Managing Director - NetSupport
- Dr Pat Carrington - Executive Principal Assistant Director Skills and Employment, City College Peterborough, Cambridgeshire County Council Peterborough City Council
- Jane Paterson -Todd - Chief Executive - Cambridge Ahead
- Julia Nix - District Manager - Department for Work & Pensions (DWP/ JCP)
- Dan Edwards - General Manager of Marshall Centre, Marshalls
- Martin Lawrence – Commercial Director - Stainless Metalcraft
- Mark Robertson - Principal and CEO - Cambridge Regional College
- Joe Crossley - Chief Executive - Qube Learning Ltd.
- Stuart Searle - Managing Director - First Mailing Co.
- Vic Annells – CEO – Cambridgeshire Chamber of Commerce
- Annette Knott - Senior Manager – East of England Further Education Directorate- Midlands and East Territorial Team

CPCA Officers

- Felicity Miller – Interim Associate Skills Director
- Laura Guymer - Careers Hub Lead
- Parminder Singh Garcha - SRO AEB

CCC Officers

- Tamar Oviatt-Ham - Democratic Services Officer - Cambridgeshire County Council
- Monika Balazs – Democratic Services Assistant – Cambridgeshire County Council
- Rachel Hallam - Senior Analyst – Research - Cambridgeshire County Council
- Anna Jones - Senior Analyst – Research - Cambridgeshire County Council

Part 1 – Governance Items

73. Welcome, Apologies and Introductions

Apologies received from:

- Alan Downton – Deputy Chief Officer and Senior Responsible Officer – Business Growth Service/Energy
- Tony Jones - Chief Executive, One Nucleus
- Professor Ross Renton – Principal, ARU Peterborough
- Neil Wood - Health & Wellbeing Programme Manager, Office for Health Improvement and Disparities – East of England
- Sharon Keogh – Head of Community Action, Kingsgate Community Church.
- Dr James Gazzard – Director of Continuing Education – University of Cambridge- Institute of Continuing Education

74. Minutes and Action log

The minutes of the meeting held on 17 May 2022 were agreed for accuracy. The Action Log was noted.

75. Work Programme (Forward Agenda Plan)

The work programme was noted.

Part 2 – Delivery

76. North Cambridgeshire Training Centre Update

Board Members received a [presentation](#) detailing the North Cambridgeshire Training Centre Update.

The presenting officer highlighted:

- Funding of £3.16m for the centre was provided by CPCA
- The Building essentially complete – fit out had commenced
- The curriculum the centre would cover
- The key metric of 80-130 apprentices with a pipeline of 41 apprentices already secured.
- A Stakeholder Group for the centre was to be established.

During discussion Board Members:

- Commented on the current issues with access to the centre. Officers explained that the roundabout leading up to the centre required modification and that this issue was currently being worked through with the Council in order that the centre could still open in September and a contingency plan was also in place.

- Sought clarity on if people were applying from the surrounding area. Officers explained that three local secondary schools had brought pupils to a recent open day. Officers were conscious of ensuring that places were filled but were confident that based on the current rate of sign up, they were comfortable the centre was viable.
- Questioned what further support was needed from the Board to get applicants to sign up and queried if there was a flyer/poster that could be circulated. Officers to circulate flyer to the Board for distribution.

ACTION

- Queried if it had been difficult to recruit tutors for the centre. Officers explained that a Centre Manager had been recruited and that interviews for lecturers were taking place and other posts were currently being advertised.
- Requested that the college attend a future meeting to give an update on progress. **ACTION**

77. AEB Commissioning Update

Board Members received a [presentation](#) detailing the Adult Education Budget Commissioning Update.

The presentation covered:

- Commissioning Cycle for 2022/23 and beyond
- Grant funded colleges and Institutes of Adult Learning
- Procurement of Independent Training Providers (ITPs)
- Multiply update
- Commissioning approach for local Community organisations

During discussion Board Members:

- Queried why contracts were only being agreed in mid – August and if there were any plans to bring the process forward for the next round. Officers explained that they were aware that there was a delay in the procurement process and that timeliness was definitely a lesson learnt in terms of capacity issues. Officers clarified that the main provision was already available and existing contractors had received contract extensions. The contract search tool would be updated as soon as new contractors were agreed. Officers stated that mobilisation work had been done with providers as it was a five-year cycle.
- Commented on the need to expand community outreach and the need to talk to local providers who already worked with smaller organisations

in terms of the challenges that they faced, and to ensure that they had support in terms of quality.

- Queried the rate of skills progression in terms of the transition from skills acquisition to employment and questioned what was fundamentally different in terms of the current approach. Officers explained that in terms of the metrics flexibility was key in order to look at different outcomes and there was a focus on neighbourhoods and cold spots in provision in terms of participation. Officers stated that they were also looking more widely at progression into other pathways. Officers clarified that they could measure employment through data collection through providers and that this had been reported to the Business Board and Skills Committee. Officers to share the reports with the Board and to ensure that updated were brought to the Board in the coming year. **ACTION**

78. Census 2021- Emerging Data

Board Members received a [presentation](#) detailing the new data due to the Census carried out in 2021.

The presentation covered:

- Census 2021: population and household estimates for Cambridgeshire and Peterborough
- Usual resident population figures
- Number of occupied households
- Percentage change in population by age group and local authority - census 2011 – 2021
- Percentage change in population by sex and age census 2011 - 2021, by district
- Census 2021 population compared to population estimates, by district

During discussion Board Members:

- Commented on the drop in the 15-19 and 20-24 age range, and queried how the data passed through re weighted provision. Officers explained that they kept analysing the data and engaging with different teams and partners to ascertain what their needs were and what data they need to support policy changes and decisions. The Associate Skills Director stated that the funding for the SAPs was to continue for another 12 months so there would be a continued programme of work to further inform skills provision. Officers explained that the research team was based at the County Council and they supported many other services including pupil forecasting and population forecasting feeding into adult social care provision. Further analysis would be carried out

on the census data once received and the findings would be shared with the board in the Autumn. **ACTION**

79. Formation of Careers Hub Steering Group

Board Members received a [presentation](#) on the formation of a Careers Hub Steering Group.

The presentation covered:

- The background to the development of the Careers Hub
- Alignment to the Employment and Skills Strategy
- Details about the steering group

During discussion Board Members:

- The Chair stated that he was the chair of the Peterborough group and was happy to join the steering group.
- Clarified that the Chamber of Commerce could currently provide a member but if LSIP went ahead
- Suggested that the Business Board were contacted for any further representation. **ACTION**
- Pat Carrington to speak to Jonathan Lewis at the County Council regarding representation. **ACTION**
- Jane Paterson Todd to have a further conversation with officers to see how they might be able to assist. **ACTION**

80. T Levels Update

Board Members received a [presentation](#) on T levels Update.

The presentation covered:

- Background
- Overview of the qualification
- Academic v's Technical pathway
- How T Level Courses worked
- UCAS tariff points
- T level roll out plan
- Industry placements
- Regional providers roll out of T Levels

During discussion Board Members:

- Highlighted that officers were currently focusing on working in the Peterborough and were looking to get automatic places for University Courses on passing T levels. Officers explained the need to focus on engaging with employers and parents so they understood the benefits of the qualifications. Officers explained that a T level shop was due to be opened in the centre of Peterborough.
- Queried how Universities were perceiving the qualification. Officers stated that they were working closely with ARU and that some of the T levels may be delivered from the ARU campus initially. Officers explained that they were currently establishing T Level Ambassadors, in order that they could develop ambassadors across the County. Board Members requested that officers present this presentation to the Construction Sector Group for Peterborough and Huntingdonshire.

ACTION

The Board noted the update.

81. Skills – update on performance

Board Members received a [presentation](#) on the Skills performance update.

The presentation covered:

- The Adult Education Budget AEB
- Skills Bootcamps
- ESF funded Star Hub Contract – delivered by Growth Works with Skills
- Health and Care Sector Work Academy
- Careers and Enterprise Company Contract

The Board noted the update.

Part 3 – Date of Next Meeting and AOB

82. AOB

The next meeting of the Employment and Skills Board was confirmed for 18 October 2022.

Board Members requested the following reports at the next meeting

- North Cambridgeshire Training Centre
- Skills Strategy
- The Sector Strategies – bring back to look at work undertaken
- Growth Works presentation
- Skills Data Update

- Skills on a page – what was the breadth of the provision and routes were. Strategic Development Network, Gatsby Foundation – White Label product – outlines all of the different provision is. Bring to this group. ACTION