

Employment and Skills Board 19 January 2021

Attendees:

Board Members

- Al Kingsley (Chairman) - Group Managing Director - NetSupport
- 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
- Bob Enschede - Area Director - Morgan Sindall
- Stuart Searle - Managing Director - First Mailing Co.
- Julia Nix - District Manager - Department for Work & Pensions (DWP/ JCP)
- Jane Thomas - Regional Lead, East of England - BT Group Plc
- Dan Edwards - General Manager of Marshall Centre, Marshalls
- Martin Lawrence – Commercial Director - Stainless Metalcraft
- Mark Robinson - Principal and CEO - Cambridge Regional College
- Rose Shisler - Stakeholder Engagement Programme Lead - Anglian Water
- Tony Jones - Chief Executive - One Nucleus

CPCA Officers

- John T Hill - Director Business and Skills
- Felicity Miller - SRO Workforce Skills
- Parminder Singh Garcha - SRO AEB
- Amos Akinwale - AEB Programme Officer
- Laura Guymer - Interim Programme Manager -
- Janet Warren Commissioner – Adult Education
- Edward Coleman -Business and Market Engagement Officer

CCC Officers

- Tamar Oviatt-Ham - Democratic Services Officer - Cambridgeshire County Council
- Jamie Leeman - Senior Analyst – Research - Cambridgeshire County Council
- Rachel Hallam - Senior Analyst – Research - Cambridgeshire County Council

Guests

- Fiona Tuck - Metrodynamics
- Nathan Wallwark - Metrodynamics
- Claire Chen - Metrodynamics
- Shane Green - Metrodynamics

Observers

- Annette Nott - Senior Manager East of England Further Education Directorate Education and Skills Funding Agency

Part 1 – Governance Items

46. Welcome, Apologies and Introductions

Apologies received from:

- Sharon Keogh - Head of Community Action - Kingsgate Community Church, Peterborough
- Claire London - Associate Director of Learning and Organisational Development Learning and Organisational Development - Cambridgeshire and Peterborough NHS Foundation Trust
- Joe Crossley - Chief Executive - Qube Learning Ltd.
- Alan Downton - Interim Programme Manager
- Tracy Cox - Head of the East of England ESFA territorial team - Education Skills Funding Agency
- Rochelle Tapping - Deputy Monitoring Officer - Combined Authority

47. Minutes and Action log

The minutes of the meeting held on 13 October 2020 were agreed for accuracy. The Action Log was noted.

48. Work Programme (Forward Agenda Plan)

The work programme was noted.

Part 2 – Skills Strategy

49. Cambridge Insight – Covid Impact on labour market information (Jamie Leeman)

Board Members received a [presentation](#) on the Covid Impact on labour market information.

The presentation provided:

- A further update on the COVID impacts discussed at the October Board meeting and built on the injection of insight from the Metrodynamics' deep dive report into local skills supply and demand.
- Summarised progress in the development of the Cambridgeshire and Peterborough Skills Advisory Panel (Employment and Skills Board) Local Skills Report.
- Demonstrated to the Board how the ongoing data monitoring since the beginning of the pandemic and detailed analytical support by Metrodynamics on skills supply and demand had directly supported the Local Skills Report.

50. Metro dynamics – Skills Deep Dive Report (Nathan Wallwark)

Board Members received a [presentation](#) that summarised the Skills Deep Dive report on the implications of COVID-19 for the CPCA's Labour Market.

The summary report assessed the impacts of COVID-19 on skills supply and demand in the CPCA area. The aim of the report was to support the CPCAs development of a skills strategy – and to supplement the analysis of the CPCAs Skills Action Plan – by helping to fill gaps in the CPCAs labour market information, particularly in relation to the impact of COVID-19. The report focused on the four priority sectors identified in the Cambridgeshire and Peterborough Independent Economic Review: Advanced Manufacturing and Materials, Agri-tech, Digital and IT, and Life Sciences.

During discussion Board Members:

- Commented that they were surprised not to see other big employers covered in the report particularly in relation to the Public Sector.
- Highlighted there was a need to encourage local people into local jobs
- Highlighted that the report focused on jobs and there was nothing about people. Officers acknowledged that this happened quite often when looking at skills analysis and that further work was already planned to look at the population as a whole, including how this was aligned Children and Young People. Officers explained that the current report focused on the 20% of employment opportunities and that a subsequent report would focus on the remaining 80%, including a focus on demography and that the feedback was well received.

51. Local Skills Report – Core Indicators and requirements (Fliss Miller and Jamie Leeman)

Officers gave a brief updated on the Core Indicators and requirements for as part of the Local Skills Report. Officers highlighted that there was currently no Skills Action Plan and that they would be looking to pull together an action plan taking into account the Local Industrial Strategy, Local Economic Recovery Strategy Outcomes as well as the Skills Strategy Outcomes. Officers explained that the actions would be combined and that there would be assessment against progress of the actions identified.

Part 3 – Workshop style session. Progress and achievement of SAP (1 Hour)

Officers highlighted that this item on the agenda would focus on looking at how the SAP Panel (Employment and Skills Board) had worked so far and its effectiveness. Officers also explained that they would be looking to pull together case studies and positive impact studies from the work of the Board going forward to highlight the great work going on in the region. Officers highlighted that the feedback from the session would into a draft report that

would be circulated to members of the ESB and the DfE concurrently by 5th February. All feedback would then be incorporated and it would go to the Skills Committee on 15 March for approval and the final version submitted to the DfE at the end of March. The Chairman highlighted the importance of reviewing the expectations of the Board including having access to sufficient information and intelligence to support and shape activities going forward and ensuring that the right employers and skills providers were brought together to make this happen.

The Board broke up into two focus groups on zoom. Feedback from the group session can be found [here](#).

Part 4 – Skills update

52. Introduction to the Director of Business and Skills John T Hill Verbal

The Director of Business and Skills gave a brief update to the Board on his role and the role of the Skills Service and Growth Company at the Combined Authority.

53. Briefing on current skills programmes

As time was short officers agreed to circulate an email update to the Board on the current skills programmes.

Part 5 – Date of Next Meeting and AOB

54. AOB

The next meeting of the Employment and Skills Board was confirmed as 20 April 2021.