

Employment and Skills Board 21 February 2022

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
- Julia Nix - District Manager - Department for Work & Pensions (DWP/ JCP)
- Martin Lawrence - Commercial Director - Stainless Metalcraft
- Mark Robinson - Principal and CEO - Cambridge Regional College
- Joe Crossley - Chief Executive - Qube Learning Ltd.
- Neil Wood - Health & Wellbeing Programme Manager Office for Health Improvement and Disparities – East of England
- Dr James Gazzard – Director of Continuing Education - University of Cambridge – Institute of Continuing Education
- Vic Annells – CEO – Cambridgeshire Chamber of Commerce

CPCA Officers

- Alan Downton -Deputy Chief Officer & SRO BGS/Energy
- Felicity Miller - Interim Associate Skills Director
- Parminder Singh Garcha - SRO Adult Education
- Laura Guymer - Strategic Careers Hub Lead
- Janet Warren - Adult Education Budget Partnerships Commissioner
- Mahmood Foroughi- SRO - Higher Education (Programme Director for the new ARU Peterborough development)
- Tom King -

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

Part 1 – Governance Items

53. Welcome, Apologies and Introductions

Apologies received from: Tony Jones, Sharon Keogh, Stuart Searle, Kate Hallett and Annette Nott.

Not in attendance: Professor Ross Renton and Dan Edwards.

54. Minutes and Action log

The minutes of the meeting held on 14 December 2021 were agreed for accuracy. The action log was noted.

55. Work Programme (Forward Agenda Plan)

The work programme was noted.

Part 2 – Delivery

56. University of Peterborough Vision Update

Board Members received a [presentation](#) on the University of Peterborough Vision Update. The presenting officer highlighted that this update only related to the phases that were currently in motion.

The presentation provided:

- An overview of the project.
- Information on the phased delivery strategy
- A timeline of the programme delivery
- Next steps, including the outline planning application process. This entailed the local planning provision and the landscape strategy and planning application to be aligned. The officer advised that the public consultation would take place in March 2022.

During discussion Board Members raised questions on:

- How were the university courses aligned to the needs of young people as well as adults looking to upskill?. The officer explained that Anglia Ruskin University (ARU) carried out extensive engagement and outreach to identify needs. They also held successful open days and had received around 600-800 applications for the next academic year so far.
- Whether students applying for the University of Peterborough were in addition to the student numbers presented in the region, rather than attracting students already in higher education. The officer advised that the demography of the student population would be detailed in the March report to the Skills Committee.

- The progress of the design of the Living Lab. The officer advised that the design for the Living Lab would be starting in March 2022 as the concept identified required great flexibility due to the multifunctionality of the space.
- Whether there was any engagement with the planning application regarding the Peterborough football stadium which was planned to be built in close proximity to the campus. The officer explained that the Master Plan for the University of Peterborough project must be completed to enable the Cambridgeshire and Peterborough Combined Authority (CPCA) to provide a well-structured comment regarding the vision and design of how the university and the football stadium would be able to coexist. The officer confirmed that the Master Plan was expected to be completed during March 2022 and added that ARU, as an independent entity, made a representation as part of the public consultation regarding the Peterborough football stadium.

Members requested that Officers brief the Board regarding the oversight of how the OPA design was being developed with or without the stadium and what constraints and opportunities this would provide.

ACTION

Members further requested that information would be provided to them on the planned provisions for the university courses. **ACTION**

The Board noted the update.

57. Adult Education Budget

Board Members received a [presentation](#) on the Adult Education Budget (AEB) 2020-21. The presenting officer highlighted that data presented was only headlines and if the Board would decide to ask for more information, there were more data available.

The presentation provided:

- An overview of the project and highlighted the five phases it needs to reach completion.
- A summary of the key headlines from the AEB.
- Feedback from learners, stakeholders, and the provider.
- Next steps.

During presentation the officer highlighted that the publication of the independent evaluation and annual report was expected to be presented to the Combined Authority Board in March 2022.

During discussion Board Members raised questions:

- About the capacity of the provisions that were on offer and the compatibility in terms of securing the right providers. The Senior Responsible Officer AEB explained that within the next commissioning cycle the number of providers would be doubled as well as some further providers added whom were more community oriented. The officer further explained that the identification of provision cold spots across the whole of the region was underway.
- About the transport and accessibility aspect to these courses. The Associate Director of Skills advised that there where task and finish groups established and one of these groups was focused on the transport and connectivity to ensure that students were able to access the provisions both physically and digitally.

The Associate Director of Skills advised the Board that further additional funding was expected to be received into to the AEB and highlighted that the entirety of this additional funding would be considered in relation to the capacity for delivery.

The Board noted the update.

58. Careers Hub and wider work

Board Members received a presentation on the Careers Hub and careers provision within Cambridgeshire and Peterborough.

The presentation provided information on:

The Background of the project including:

- The Careers Hub (CH) included 30 schools across all districts.
- The ambition of the DfE for all schools to form a part of a Careers Hub by 2024.
- The aim of the Virtual Careers Hub.
- Commitment from the Government to continue with the Network and Hubs model of career service.
- Increase contractual KPI's for schools in the Careers Hub.
- Programme delivery was carried out by Growth Works with Skills and supported by Form the Future.

The progress of the project including:

- Set up of an Operational Plan that aligned to CPCA priorities
- Established working group and bid development in anticipation of UK Shared Prosperity Fund.
- Deep Dive data analysis on all schools.
- £30k Stem careers intervention funding within Fenland.
- Subject Matter Leads creation and identification.
- Further development of Talent portal.
- Termly Careers Lead meetings.
- Development of bi-monthly newsletter.
- Development of a Talent Pledge.
- Contractual Progress.

Next Steps, including:

- Expansion of the Hub to include all schools in the region.
- Careers Hub to become a central point for regional careers coordinating which would maximise opportunities through wider stakeholder relationships that is aligned to the local labour market
- The creation of an all-age careers service with a strong place-based focus.
- Expansion of business relationships.
- Closer working with DWP.
- Raising the profile of the Careers Hub.
- Closer alignment with the National Careers Service (NCS).
- Expansion of funding opportunities.
- Enhanced close partnership working.

- Establishment of Task and Finish Group as a part of the Employment and Skills Strategy.

During discussion Board Members raised the following questions:

- Why were only 30 schools signed up to the Careers Hub?. The Careers Hub Lead explained that the plan would be to roll the project out in waves. These 30 schools were the first wave and there would be a second hub set up by April 2022 with the aim that all 72 schools were signed up by the start of the next academic year.
- How would businesses and schools hear about and engage with the Careers Hub?. The Careers Hub Lead explained that enterprise coordinators are allocated to schools, and they meet with schools monthly to keep them informed about regional and national opportunities. Furthermore, there were a Careers Hub newsletter which was sent out to schools on a bi-weekly basis. Businesses were reached via campaigns that ran throughout the year, however there were plans to further these marketing functions to reach more businesses across the region and use the Growth Works service to promote these campaigns.
- Regarding the capacity and focus of the Careers Hub and whether it was necessary to use further resources such as Growth Works to deliver their marketing strategy. The Careers Hub Lead explained that Growth Works was the delivery arm of the Combined Authority, therefore there were no other further resources were required. The Chair suggested that a presentation and information about the Careers Hub should be taken to the Governor Service for Cambridgeshire and Peterborough to promote the works of the Careers Hub.**ACTION**
- Whether the Careers Hub had a solid relationship with the National Career Service and working alongside them to provide support. The Careers Hub Lead confirmed that the Careers Hub was aligned to the National Career Service as well as being a trailblazer by providing careers pathways for primary careers which currently is not covered by the National Career Service.

Members made the following suggestions:

- The Career Hub should seek further involvement from the Governors and senior leadership team in order to stress the importance of career education as part of the curriculum.

- To resume the conversations with central government regarding the service.
- Place dedicated resourced into schools to increase visibility and provision of the service.
- To carry out further work that minimise the number of touches to businesses but maximises the visibility of the Careers Hub.

The Board noted the update.

59. Economic Update

Board Members received a [presentation](#) that gave an economic update on skills and employment.

The presentation provided:

- Information on the Self Employment Income Support Scheme and the Coronavirus Job Retention Scheme which were suggesting more resilience in the local economy.
- A breakdown of which sectors were affected the most due to the pandemic.
- Evidence of widening inequalities locally.
- Information on the increased vacancy data.
- Next steps.

Members welcomed the report and commented on the usefulness of this data in the context of how the economic recovery was progressing.

The Board noted the report.

60. Growth Works Year 1 Performance

Board Members received a [presentation](#) on Growth Works year 1 performance.

The presentation provided:

- A summary of the overall RAG status.
- Service Line Delivery Quarter 4 targets information.

- Growth Coaching Service business challenges.
- Growth Coaching Service use breakdown by areas.
- Inward Investment service Quarter 4 targets information.
- An overview of the Inward Investment Service- origin of leads and sector coverage of leads.
- Skill Service Quarter 4 information.
- Information on the Skills Service – learning outcomes and companies by district.
- Grants and Equity Service Quarter 4 target information.
- Information on the qualitative assessment and performance portal.

Board Members welcomed the report and asked that a further report would be presented to them about the progress of these works **ACTION**. The Board also requested a report detailing on update on T Levels. **ACTION**

The Board noted the update.

61. Levelling Up White Paper and UKSPF Pre-Guidance

Board Members received a presentation on the Levelling Up White Paper and UK Shared Prosperity Fund (UKSPF) Pre-Guidance.

The update provided information on:

- The 12 key missions covered in the Levelling up White Paper.
- The Schools Policy in the Levelling up White Paper.
- The Skills Policy in the Levelling up White Paper.
- UK Shared Prosperity Fund and Multiply funding

Board Members welcomed the presentation and the Chair suggested that further in-depth discussions would take place regarding the Levelling Up White Paper and UKSPF.

The Board noted the report.

62. AOB

Members suggested that a report detailing the future plans for the North Cambs Training Centre would be added to the agenda.**ACTION**

The next meeting of the Employment and Skills Board was confirmed as 19 April 2022.