

Employment and Skills Board 13 October 2020

Attendees:

- Alan Downton - Senior Interim Program Manager / UoP Lead - Combined Authority
- Laura Guymmer - Interim SRO Workforce Skills - Combined Authority
- Janet Warren - Interim SRO Adult Education - Combined Authority
- Rochelle Tapping - Deputy Monitoring Officer - Combined Authority
- 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
- 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 Ensich - Area Director - Morgan Sindall
- Stuart Searle - Managing Director - First Mailing Co.
- Joe Crossley - Chief Executive - Qube Learning Ltd.
- Julia Nix - District Manager - Department for Work & Pensions (DWP/ JCP)
- Sharon Keogh - Head of Community Action - Kingsgate Community Church, Peterborough
- Jane Thomas - Regional Lead, East of England - BT Group Plc
- Dan Edwards - General Manager of Marshall Centre, Marshalls
- Harminder Matharu - Interim Director of Partnerships - Youth Futures Foundation
- Annette Nott - Senior Manager East of England Further Education Directorate Education and Skills Funding Agency
- Kate Hallett - Oxford to Cambridge Arc and East Anglia Team, Cities and Local Growth Unit, Department for Business, Energy and Industrial Strategy BEIS
- Sandy Cruickshank - Oxford to Cambridge Arc and East Anglia Team, Cities and Local Growth Unit, Department for Business, Energy and Industrial Strategy BEIS

Part 1 – Governance Items

34. Welcome, Apologies and Introductions

Apologies received from:

- John T Hill – Director Business and Skills - CPCA
- Martin Lawrence – Commercial Director - Stainless Metalcraft
- Mark Robinson – Principal and CEO - Cambridge Regional College

- Claire London - Associate Director of Learning and Organisational Development Learning and Organisational Development - Cambridgeshire and Peterborough NHS Foundation Trust
- Tracy Cox - Head of the East of England ESFA territorial team - Education Skills Funding Agency
- Rose Shisler – Stakeholder Engagement Programme Lead - Anglian Water
- Tony Jones – Chief Executive - One Nucleus

35. Minutes and Action log

The minutes of the meeting held on 30 April 2020 were agreed for accuracy.

The Action Log was noted and the following update requested:

- John T Hill to attend a meeting in the future to introduce himself as Director of Business and Skills CPCA - **ACTION**
- Alan Downton to give an update at a future meeting about the Talent Portal – **ACTION**

36. Work Programme (Forward Agenda Plan)

The work programme was noted.

Part 2 – Skills Strategy

37. Careers Guidance Research (Jane Paterson-Todd)

Board Members received a [presentation](#) on the findings from careers guidance research conducted by Cambridge Ahead. The presentation set out the key findings from the research and the recommendations for actions to be taken forward. The proposed actions to be taken forward from the study included;

- Government works with the nine metro Mayors (M9) to develop a funding pilot for increasing career education within secondary schools – aligned and complimentary with local skills service initiatives
- Government develops a quality accreditation standard for career guidance providers
- Government review the Gatsby Benchmarks with a focus on quality and discuss with Ofsted how best to include career education as an integral part of the evaluation regime
- Business Networks and Representative Groups take a lead in working with employers and providers to build better connections between business and schools, and pilot new work experience and industry placements.

During discussion Board Members:

- Noted how youth hubs could be linked into this work in the future.
- Discussed the need to ensure that all schools were on board with the approach. Officers explained that there had been a high rate of returns from schools in relation to the study and that they were very open to the changes.
- Highlighted the importance of discussions with the (M 9) to drive forward the agenda for all regions. Alan Downton to follow up on progress in relation to any future discussions. **ACTION**

38. Items from Data team (Jamie Leeman)

Board members received a [presentation](#) on Covid Impacts.

The presentation build on the previous discussion at the August 'Covid' catch up meeting of the Board and included an injection of insight from the Metrodynamics report produced for the CPCA. Specifically the presentation;

- focussed in on the local datasets discussed at the previous meeting- notably local job opening, claimants and HR1 submissions.
- presented data on some of the specific questions of the board such as the impact of Covid-19 on skills demand within job postings and our most deprived communities.

The presentation highlighted the next steps in relation to data monitoring which included;

- Continued monthly monitoring and quarterly reporting to the board of key datasets such as Job postings, HR1 Redundancies, claimant counts, government support and a range of additional labour market datasets as it is made available (e.g. unemployment rates).
- Establishment of quarterly board topics for further investigation and understanding.
- Delivery of Local Skill Report by March 2021 and to be revised for November 2021.

During discussion Board Members:

- Discussed the need to share the data with Cambridge Ahead to feed into their careers research (discussed in the previous item on the agenda)
- Noted that the Metrodynamics report would be going to the next Ca leaders Forum and once it had been finalised it would be shared with the Board. **ACTION**
- Highlighted the need for targeted interventions in relation to jobs and queried if it would be possible to share data by local authority area. Officers explained that there were concerns with sharing data at the

lower level as there was a potential for individual employers to be identified. Officers explained that a web-based dashboard was being created as part of the work on the Metrodynamics report and localised vacancy data would be included in this. The dashboard would be shared with the Board once available. **ACTION**

39. Health and Care Sector Work Academy Update (Pat Carrington)

The Board received a [presentation](#) on the Health and Care Sector Work Academy. The presentation highlighted a number of key points on the work of the academy to date including:

- 636 learners enrolled and started with 342 completed the programme
- 74 face to face courses had been delivered and completed
- 9 online courses had been delivered since April 2020
- 46 learners had gained additional qualifications
- 143 learners had secured employment (42%) – 81% in sector of which, 6 learners had already been promoted
- 18 learners were in volunteering posts.

40. University of Peterborough Update (Alan Downton)

The Board received a [presentation](#) on the University of Peterborough Project – Phase 1 which included a timeline for delivery, with doors due to be opened to students in September 2022.

Board Members noted:

- An update on progress would be brought to the next Board meeting.
ACTION

41. Retraining Scheme Update (Laura Guymer)

The Board received an update on the progress of the retraining scheme.

Board Members noted;

- In 2017 6 pilot areas for the scheme were identified
- The scheme focused on adults aged 24 and over into new work where jobs were at risk of automation however due to Covid the focus of the scheme had shifted and pilots were currently being run with the NHS. The Programme and evaluation were ongoing.
- National skills fund had been announced two weeks ago and there was a lot of thought going in to how this would be utilised.
- Officers aimed to have an evaluation of progress to date by December 2020.

42. Skills Advisory Panel (SAP) Update (Jamie Leeman)

The Board received a [presentation](#) on the Local Skills Report Background and guidance. The presentation highlighted:

- Condition for this years' round of grant funding were that all SAPs produce a Local Skills Report by March 2021.
- Conceived as a lever to increase SAPs' influence - This idea and the positioning of reports alongside other SAP outputs was discussed as part of the research carried out with 11 SAP areas (a mix of LEPs and MCAs) during Spring this year.
- Aligned with wider FE policy landscape- including Skills and Productivity board (SPB) Reports will be a vital source of local intelligence for the national SPB's work.

During discussion Board Members:

- Queried whether an additional meeting/workshop was required to feed into the development of the report. Officers explained that work was at the consultation stage at the moment and that officers would be in touch with the Board in terms of how they would feed into the process.
- ACTION

43. School and Labour market Intelligence (LMI) (Laura Guymer and Jamie Leeman)

The Board received an update on Schools and labour Market Intelligence (LMI).

Board Members noted;

- Officers reviewing how the data would be shared with schools and how it would be presented in terms of what would be beneficial for career leads and young people.

Officers working with the CPCA Communications team on how the information would be presented including specific online resources and frequency of publication.

Part 3 – Date of Next Meeting and AOB

44. AOB

The Board discussed two items:

- BT Digital Skills Programme and support for SME's (Jane Thomas) – Resources signposting had evolved due to Covid and online courses and content had been developed to elevate STEM thinking in Schools.

Online courses that were originally targeted at NEETs had moved online and had broadened in their content. There was also a lot of support to help SMEs move their businesses online. A link to the resources to be circulated to the Committee. **ACTION** Jane Paterson-Todd invited Jane Thomas to sit on a Digital Skills Group that Cambridge Ahead had set up. **ACTION**

- Peterborough Regional College (or Inspire Education Group) are looking for placements for their Supported Internship program – Janet Warren. Information to be circulated to the Board. **ACTION**

45. The next meeting of the Employment and Skills Board was confirmed as 19 January 2021.