

Hull & East Yorkshire Local Enterprise Partnership

Employment and Skills Board

Draft Minutes of the Board meeting held on Monday, 25<sup>th</sup> April 2022 via Microsoft Teams

## **Attendance**

### **Board Members**

Jayne Adamson (JA) (Chair)  
Mike Welsh (MW)  
Liz Hutchinson (LH)  
Sue Balthazar (SB)  
Claire Watts (CW)  
Iain Elliott (IE)  
Adam Greenwood (AG)  
Mark Burley (MB)  
David Gent (DG)  
Andy Crossland (AC)  
James McIntosh (JM)  
Richard Sellick (RS)  
Pat Coyle (PC)  
Sarah Bone (SB)

### **Observers**

Teresa Chalmers (TC)  
Gill Dillon (GD)  
Chris Howell (CH)

### **Guests**

Andy Hewitt, HEY LEP (AH)

### **Secretariat**

Stacey Alexander (SA)

#### **1. Welcome & Introductions**

JA welcomed RS to the Employment and Skills Board. RS is the Chair of the Apprenticeship & Technical Education working group of the Employment & Skills Board.

#### **2. Apologies**

Apologies received from Becky Huxley-Binns, Michelle Peacock, Alex Codd, Laura Botham, Danny Brett.

#### **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. Employment & Skills Manager's update**

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

- An update on the 2022/23 Skills Advisory Panel Funding from DfE and the transition arrangements to Local Skills Improvement Plans in 2023/24.
- A summary of the soft launch of the Humber Local Digital Skills Partnership (LDSP) which included a keynote speech from the Minister for Tech and the Digital Economy. Feedback on the event has been positive and CH thanked members of the Board and the LDSP for their support in making the event a success.
- An update on the Employment & Skills team's workforce development work which included information about new apprenticeship standard development and additional companies working with the LEP and agreeing to transfer unspent levy to local SMEs via the LEP's Workforce Development Business Adviser.
- Hull & East Yorkshire has received a Bootcamp allocation. Although significant, the allocation is less than requested. The Employment & Skills team are working with stakeholders to re-shape the proposal to fit within the available funding envelope.

#### **6. Career Aspirations working group**

AC updated the board on the work of the Career Aspirations working group to date around reinstating the group and refreshing its terms of reference.

AC set out the proposed aims and objectives of the group and explained how they differ slightly from previous versions which have focussed mainly on Key Stage 4 & 5. The Career Aspirations group will take a lifelong approach and include adult careers supporting upskilling and reskilling aims and objectives set out in the HEY LEPs strategy.

AC invited the Board to comment on the proposed direction of the group and initial priorities.

AG observed that LMI and use of LMI is a common thread across both this and the Apprenticeship and Technical Education working group and questioned how the link would be made between the two. CH confirmed that he would make the operational linkages across the two groups.

IE suggested arranging networking events / forums for careers advisors and employability professionals to support them with their CPD and improve the type and quality of careers advice and guidance given to clients.

RS queried whether Employability Passports will be reinstated and suggested reviewing this with existing practitioners to ensure existing initiatives are built upon.

PC advocated for sector-based events which make it easier for employers to contribute.

**Decision: The Board approved the proposed Terms of Reference and the aims and objectives.**

#### **7. Apprenticeship & Technical Education working group**

RS updated the Board on the initial thinking of the group and its proposed Terms of Reference which covers both apprenticeships and technical education (T-Levels).

A workshop was held with current members undertaking a review of the proposed Terms of Reference which resulted in the proposed aims and objectives set out in the draft document.

RS invited the Board to comment on the draft Terms of Reference and initial proposed aims and objectives.

MB discussed challenges with linking employer projects with education providers and suggested that the E&S Board could help resolve such issues.

**Decision: The Board approved the proposed Terms of Reference and the aims and objectives.**

#### **8. Spring Statement**

AH gave an overview of the recent Spring Statement and summarised key points.

PC explained that professional and support staff recruitment is proving challenging. JA explained that this was also the case in health & social care. MW explained that the FE sector is also experiencing this at all levels.

PC explained the new hybrid working arrangements being piloted within her organisation following post-COVID return to work.

MB identified issues created by hybrid working around support and mentoring of apprentices. With employees working in this way they are not always available in the workplace for junior members of staff which pre-COVID was less of an issue. PC described a similar scenario in her organisation with trainee solicitors.

PC noted that there is often confusion between hybrid working and flexible working.

JA offered to send an academic review to colleagues on the subject and that the “Future of Work” be brought to the next meeting and feature as an ongoing discussion.

AH noted feedback from business that they are having to increase wages to retain certain staff due to the change in labour markets resulting from flexible and hybrid working. This is easier to do for the private sector but harder for public sector who are subject to constraints around salary pay scales.

TC suggested inviting Nikki Davies, Talent Forum Chair to lead on a “Future of Work” item on the next meeting agenda.

**ACTION: JA to forward Harvard Business Review to the board.**

**ACTION: CH to include an item on “The Future of Work” on the next meeting agenda and invite Nikki Davies to lead.**

## 9. **Devolution & UK Shared Prosperity Fund**

AH gave an overview of progress on devolution, the UK Shared Prosperity Fund and the Levelling Up fund.

Local authorities made a submission to government last year with local “asks” for devolution in response to the Levelling Up White paper. The local authorities are currently awaiting a response.

CW explained that HEY is part of a group of areas moving towards devolution but government are progressing those looking for an elected mayor more quickly than those not. HEY is not seeking an elected mayor.

AH provided an overview of the UK Shared Prosperity Fund (UKSPF). UKSPF is government funding made available to replace EU funding. The prospectus for UKSPF was released prior to Easter. Local authorities have responsibility for preparing investment plans which will contain details of projects and

programmes requesting support through this fund. The UKSPF programme runs from April 2022 to March 2025. However, skills related funding starts in 2024. Current EU skills related funding will conclude in March 2023 resulting in a one-year gap between current projects ending and new funding being available to start new initiatives under UKSPF.

Investment plans must be submitted between 30<sup>th</sup> June – 1<sup>st</sup> August. Separate investment plans required from both local authorities. East Riding Council has been allocated £11.9m with Hull City Council being allocated £10.6m. It was noted that in total this was less than the EU funding available previously.

For the Employment & Skills Board, the most relevant investment priority is the “People & Skills” theme.

Local authorities are expected to bring together local partnerships involving stakeholders to support the creation of the Investment Plans. Members of Parliament are also invited to participate and support the process.

CW explained that this is the first three-year programme of UKSPF investment and that further and greater investment is expected beyond this.

GD gave details of “Multiply” which is a specific allocation within the UKSPF to improve numeracy skills. The fund is aimed at adults without maths GCSE grade C and can be delivered at home, online or within the workplace. The LEP is working in partnership with both East Riding Council and Hull City Council to develop proposals.

SB requested that VCS organisations be involved in the discussions as they are likely to already be working with the Multiply cohort.

AC raised the issue of “People & Skills” money from UKSPF arriving in 2024 making a gap as EU funding ends 2023 resulting in a gap of a year. Potential to use skills, knowledge, people in that period.

SB requested 3<sup>rd</sup> sector be involved in the Multiply discussions.

**ACTION: JA requested that a paper be brought to a future Board meeting to allow the board to contribute to the process.**

## 10. Integrating LEPs into local institutions

CH updated the Board on recent guidance from government on integrating Local Enterprise Partnerships into local democratic institutions.

Government wrote to all LEPs on 31<sup>st</sup> March outlining their expectations of how LEPs will integrate with new devolved arrangements which for Hull & East Yorkshire will be a Combined Authority.

The guidance also set out the rationale for the amount of core funding for LEPs for the 2022/23 financial year which is reduced to reflect LEPs revised role and functions.

CH outlined the skills functions that government expects to be integrated which include:

- Local Digital Skills Partnerships
- Careers Hubs
- Local skills analysis via Skills Advisory Panels

#### **11. DWP Way to Work Scheme**

LH gave the Board an overview of the DWP / Jobcentre Plus Way to Work scheme.

This initiative is a new partnership between government and employers to achieve 500,000 jobseekers into work by the end of June 2022.

Way to Work is described as a “step-change” in Jobcentre Plus’ offer to jobseekers and employers which has a range of recruitment services available to businesses.

For jobseekers, the programme offers increased dedicated face-to-face time with a work coach.

#### **12. Forward Plan**

The Board agreed to receive future agenda items on:

- European programmes
- The future of work (hybrid and flexible working)

**13. Any other business**

- (i) Board members were reminded that the LEP requires a photograph and biography for inclusion on the LEP website
- (ii) Board members were reminded to submit their updated register of interests as required to meet LEP governance and assurance requirements
- (iii) CH passed on details of the “Digitisation and Artificial Intelligence Development in Defence: the role and opportunities for industry collaboration” event being held on 11<sup>th</sup> May at the University of Hull  
<https://www.eventbrite.co.uk/e/digitisation-and-artificial-intelligence-ai-development-in-defence-tickets-300557614917?aff=ebdssbdestsearch>

**14. Date of next meeting:**

Monday 27<sup>th</sup> June at 10.00am – 12noon via MS Teams

Signed:



Jayne Adamson  
Chair