

## **LEP - Lancashire Skills and Employment Advisory Panel**

### **Minutes of the Meeting held on Wednesday 16th October 2019 at 8.00am in the Exchange Room 9 - County Hall, Preston**

#### **Present**

Amanda Melton (Chair)

Mark Allanson

Lindsay Campbell

Neil Conlon

Andrew Dewhurst

Joanne Pickering

Dr Lis Smith

#### **In Attendance**

Dr Michele Lawty-Jones, Director of Lancashire Skills Hub

Holly Tween, Democratic Services, Lancashire County Council

Mark Bowman, Careers Hub Lead, Lancashire Enterprise Adviser Network

Kay Vaughan, Careers Hub, Lancashire Enterprise Adviser Network

Cassie Holden, Associate Director, Ekosgen

Kerry Harrison, Digital Skills Coordinator, Lancashire Skills Hub

#### **1. Welcome and Apologies for Absence**

The Chair welcomed everyone to the meeting, and introductions were made by all in attendance.

Apologies were received from Bev Robinson, Lynne Livesey, Gareth Lindsay, Ruth England, Councillor Charlie Briggs, Dean Langton, Liz Tapner, Chris Hebblethwaite and Lisa Moizer.

#### **2. Declaration of Interests**

None.

#### **3. Minutes of the meeting held on 12 June 2019**

On page 4 it was requested that the word "brokerage" in the first paragraph is amended to read "referral".

**Resolved:** That the minutes of the meeting held on 12 June 2019 are confirmed as an accurate record, with the amendment as above.

#### **4. Matters Arising**

**Resolved:** that the following matters be noted:

1. The update on the Auger Review would now be taken at the informal meeting in January.
2. Liz Tapner had been appointed to the panel in the position of voluntary and community representative by written resolution.
3. Councillor Charlie Briggs had been nominated as the Lancashire Leaders group representative on the panel.
4. The revised development plan for the ESFA opt-in project 'Skills Support for the Workforce' had been agreed by written resolution.

#### **5. Up-date from the Lancashire Skills & Employment Hub**

Michele Lawty-Jones, Director of the Lancashire Skills and Employment Hub, updated the panel on the Hub's activity since the last meeting and highlighted the following:

- ESIF funding – calls for 2.2 and 2.1 are scheduled in the next few months, and discussions had taken place with partners regarding the remaining funds
- Central Lancashire Construction Skills Hub – now successfully engaged with over 300 SMEs, and had a positive impact on learner numbers engaged on Construction and Built Environment programmes
- City Deal – it was highlighted that work was underway with the D'urton Lane Development project to develop their employment and skills plans ahead of planning consent being granted
- Apprenticeships – Lancashire Leaders Group had agreed the Apprenticeship Action Plan, and all 15 authorities had committed to work towards the public sector 2.3% apprenticeship target. The Lancashire Work Based Learning Executive Forum now had 78 active Apprentice Ambassadors and 58 active Employee Ambassadors which was an increase of nearly 40% since July.
- Technical Education – four Teacher Regional Improvement Projects led by colleges in Lancashire had been successful in gaining financial support. The Skills Hub had engaged with a government consultation on the future of Higher Technical Education.
- Skills Pledge – since the launch of the Skills Pledge in May 2019 21 employers have registered on the Skills Pledge system and made 72

pledges overall.

**Resolved:** that the update be noted

## 6. **Careers Hub update and plans**

Kay Vaughan, Careers Hub Lead, gave a presentation to the panel outlining the establishment of the Careers Hub, some significant milestones and achievements, and outlined future plans. There was a discussion and questions.

It was noted in particular that 8 schools in Lancashire had achieved all 8 Gatsby Benchmarks, that Pendleside Hospice, Shuttleworth College and Neil Conlon had received Highly Commended awards and the Lancashire Careers Hub had been named Careers Hub of the Year at the Careers Enterprise Company (CEC) Careers Excellence Awards. All involved were congratulated.

There was a briefing event for secondary headteachers on 06 November with the support of the CEC. Panel members were asked to encourage engagement in the event, and it was suggested that marketing should clearly show what headteachers would gain by attendance.

The Panel commented on the importance of taking a partnership approach to reach a wider audience.

It was noted that the Lancashire HR Employers Network was meeting in November where they would be updated on the Lancashire Industrial Strategy, the Skills Pledge and the Give an Hour campaign.

**Resolved:** that the update be noted.

## 7. **Local Industrial Strategy**

Michele Lawty-Jones updated the panel on the Local Industrial Strategy, which was planned to be published in March 2020.

Weekly meetings were being held to develop the five themes. It had been agreed at the Lancashire Enterprise Partnership Board that there was an opportunity to refresh the Strategic Economic Plan.

It was also noted that Lancashire Leaders were commissioning a Greater Lancashire Plan, which would involve an independent economic review. It was commented that the panel should actively engage in contributing to the Lancashire-wide vision.

It was commented that it was important to ensure the personality of Lancashire was not lost as the strategy was developed.

**Resolved:** that the update was noted.

## 8. Skills Advisory Panels and Labour Market Intelligence

Cassie Holden, Ekosgen, gave a presentation on Lancashire Local Skills Analysis, covering Lancashire's economic and labour market, qualifications, skills gaps, employer issues and future skills needs.

The Chair encouraged the panel to consider the performance in Lancashire from a Skills perspective and in particular: the short and medium term ambition, what is the baseline and how the effectiveness of the Advisory Panel is measured.

It was agreed to form a task and finish group to consider the information in more detail.

**Resolved:** that a Task and Finish group be established to consider the SAP report and the implications for the Skills and Employment Strategic Framework.

## 9. Lancashire Digital Skills Partnership – highlights and extension

Kerry Harrison, Digital Skills Coordinator, presented her report (circulated) on the work of the Lancashire Local Digital Skills Partnership, and highlighted the following points:

- Twenty women were taking part in the Clockwork City project, aiming to support women in the workplace to develop their digital skills. Training sessions were completed, and they would now implement their learning.
- The £3.000m fund for digital Bootcamps for the Greater Manchester Combined Authority had been extended to cover Lancashire and the Digital Skills Partnership. The second round of the Fast Track Digital Workforce fund was opening in November, and work was ongoing to engage employers and providers.
- It was noted that further funding had been secured from the Treasury to enable the Digital Skills Partnership Coordinator role to be extended for a further 12 months

**Resolved:** that the report and update be noted.

## 10. Reporting to the Lancashire Enterprise Partnership

None.

## 11. Any Other Business

None.

## 12. Date of Next Meeting

The next formal meeting would be held at 8.00am on 11 March 2020 in the Savoy Suite 1, The Exchange, County Hall, Preston.

The programme of meetings for 2020 as below was noted, taking place at 8.00 in the Exchange, County Hall, Preston:

*29 January 2020 - informal meeting, venue tbc*

11 March 2020 – Savoy Suite 1

3 June 2020 – Albion Suite

*8 July 2020 – informal meeting, venue tbc*

9 September 2020 – Savoy Suite 2

11 November 2020 – Savoy Suite 2

*20 January 2021 – informal meeting, venue tbc*

3 March 2021 – Savoy Suite 1

**Resolved:** that the schedule of future meetings as set out above be noted