MINUTES OF MEETING

1. Welcome and Apologies
Kath Mitchell welcomed the group as Chair of the People & Skills Advisory Board. The Advisory Board is a subsidiary of the main D2N2 Board and, as with the main Board, there will be no substitutes for members to maintain continuity. Kath will be an impartial Chair and Jane Howson will be Deputy Chair. Members of the People & Skills Advisory Board will be expected to also be impartial and have the capability to make a difference for the benefit of the whole D2N2 area.
2. **Scope of the People & Skills Advisory Board**
   How the People & Skills Advisory Board fits in the D2 N2 LEP Governance Structure

   See also Rachel’s [presentation](#).

   **Key points**
   - the P&SAB will deliver the D2N2 Strategic Objectives for People and Skills; inform the ‘People’ policy of the Local Industrial Strategy, provide the local function of the Skills Advisory Panel (SAP); bring coherence and collaboration across D2N2
   - it will close the gap on the skills of the people and the needs of employers and work in partnership with the Business Growth, Innovation and Place Advisory Boards
   - the role of the SAP to bring together local employers and skills providers to address key local challenges
   - priorities in the People & Skills strategy are future workforce, inclusive workforce, skilled & productive workforce and planning for future skills needs

   **Discussion points:**
   - aspiration for the P&SAB to deliver excellence
   - how to improve areas with low social mobility; health and wellbeing of workforce; what are the barriers to communities
   - membership and commitment of P&SAB members – currently no representatives for business, independent training provider, N2 district or schools
   - a recruitment process is currently underway for business representatives (deadline 14/6/19)
   - membership will be amended to include an N2 district, invitation to business representation organisation such as East Midlands Chamber or CBI (other business networks can be invited on an adhoc basis), an independent training provider and a schools representative
   - PHE role to be full member not just advisory
   - **conflict of interest to be discussed at the next P&SAB meeting**

3. **D2N2 Local Industrial Strategy**
   See also Paul Harris’ [presentation](#).

   **Key points**
   - D2N2 has published the Strategic Economic Plan (SEP) which sets the vision to 2030 (Vision 2030)
• the Local Industrial Strategy (LIS) will focus on how to deliver key elements of the SEP
• the LIS will need to be aligned to the UK National Strategy, which includes 5 foundations, 4 grand challenges and various sector deals; it needs to be evidence based and will be used to draw down government funding into the area; it will be co-produced with Government and will become Government policy
• approx. timings for completion of the LIS – evidence gathering prior to presentation of draft LIS to the main LEP Board in July, formal consultation to October, revised LIS to Government in November for co-production process, LIS published in March 2020
• a systematic approach is required to meet the needs of today and plan for the future

Discussion points:
• D2N2 not just consider own area, impact and collaboration with neighbouring LEP areas. No members expressed a conflict of interest.

4. Reviewing the evidence
See also presentation by Eugene Michaels (Senior Economist at University of Derby)

• Eugene presented local data sourced from Office of National Statistics

Key Points
• 25% increase in people aged 65 and over
• decrease in young people
• labour market is average for UK but Nottingham figures are low due to economic inactivity of high number of students
• unemployment figures buck UK trend (i.e. Notts/Nottm unemployment is higher than UK)
• people who are inactive are likely to have caring responsibilities or lack of skills
• Derby student achievement is lower than UK average and students in Derby/Nottingham are more likely to achieve low GCSE grades and be NEET (above England average)
• skills profile of D2N2 residents shows lower % to UK qualified to NVQ4 or above, higher proportion of low skills and higher % of NVQ3 and below, compared to UK average (trend showing an increase compared to UK)
• spatial distinction of skills, occupations and earnings, e.g. Mansfield compared to Rushcliffe
• 60% of businesses report that poor quality applications prevent them from filling job vacancies
• D2N2 business profile is higher in membership and trading with fewer in professional or finance sectors
• risk to area from automation of tasks at low skill level
• occupational trends – managers on the increase, decline in administration roles, service industry increasing compared to England average
• D2N2 Vision 2030 has a target to double the economy and GVA has increased over the last 15 years but UK average has improved better
Discussion points:

- data may be affected by change in boundaries
- businesses are not interested in accredited qualifications so how to boost NVQ level figures; significant % of businesses are SME level which are unable to offer progression in NVQ; making use of the apprenticeship levy
- promoting inclusive working to ensure make the most of the labour market, supporting people back into work, in work poverty, flexible working, travel to work, businesses that offer support to employees report that productivity increases, ageing workforce and those with health issues
- career planning to be part of the curriculum for schools, young people will have a variety of jobs in the future, need to be prepared for change and flexibility
- how to retain graduates in the area, need for good quality jobs in the area and offer good work/life balance

Summary for P&SAB to consider – supporting people back into work; access to retraining and making use of the apprenticeship levy; SME skills supply; NVQ progression from level 3 to 4 (and capture data); equality and inclusivity across the D2N2 LEP area

5. Developing People & Skills Priorities
- increase higher skilled jobs
- cross sector working, e.g. Opportunity Areas
- make the D2N2 area appealing to increase the number of people wanting to stay in or relocate to the area
- collaboration with the other Advisory Boards – Innovation, Business Growth and Place

6. People & Skills Report
Please see report previously circulated.

Key points

6a – Vision 2030 Theme 2 (People & Skills)
- taken from the current Strategic Economic Plan
- closing the gap between the skills of D2N2 people and the needs of D2N2 employers is essential if we are to achieve our vision of a productive, prosperous and inclusive economy
- four key priorities – future workforce, inclusive workforce, planning for future skills needs and skilled & productive workforce

6b – summary of ESF provision in D2N2
- there is approx £26m ESF funding available
- the schedule for funding calls has been published
- if ESF not spent locally, the funding will transfer to a national allocation

6c – Digital Skills briefing
- not discussed
7. **Next Steps**
   - Jane Howson to lead on action planning at the July meeting to create objectives and KPIs (these will need to be agreed by the main D2N2 Board)
   - accept that the P&SAB won’t be able to address all challenges discussed

8. **Any Other Business**
   None

9. **Frequency and Dates of Future Meetings**
   Action planning meeting – 8th July, 10.00am to 12.00pm, University of Derby, Kedleston Road Campus, Derby, DE22 1GB (please allow yourself time to register prior to the meeting)