D2N2 Local Enterprise Partnership People and Skills Advisory Board

Date: Wednesday 10th March 2021, 10:00-12:00  
Venue: Zoom Meeting

MINUTES OF MEETING

Attendees
Shearer West (Chair) University of Nottingham  
Andrew Marsh Derbyshire County Council  
Gill Callingham North East Derbyshire District Council  
Dave Tuer D2N2 LEP  
Diane Beresford East Midlands Chamber  
Eugene Michaels University of Derby  
Ian Bond Inspire Culture  
Julie Beresford Bassetlaw District Council  
Julie Richards Chesterfield College  
Lucie Andrews D2N2 LEP  
Mike Firth Education and Skills Funding Agency  
Nick Booth Uniper  
Nicola Caley Murray Park School  
Martin Frost South Derbyshire District Council  
Rachel Quinn D2N2 LEP  
Richard Kirkland D2N2 LEP  
Rob Harding D2N2 LEP  
Matthew Hall Department for Work and Pensions  
Sajeeva Rose D2N2 LEP  
Scott Knowles East Midlands Chamber  
Sharon Huttley Nottingham Trent University  
Sonja Smith Nottinghamshire County Council  
Sandie Cowley The Futures Group  
Veronica Dennant Newark and Sherwood District Council  
Will Morlidge D2N2 LEP  
Sandra Casey (notes) D2N2 LEP

Actions from meeting
41: circulate Local Skills Improvement Plan prospectus when published (expected 15/3/21)  
42: circulate final version of the D2N2 Local Skills Report  
43: update on the D2N2 Digital Bootcamp at the June meeting

1. Welcome, introductions and apologies

Since the since last PSAB meeting:
- D2N2 Chair Elizabeth Fagan has met with FE and HE colleagues to promote closer collaboration and consider a pilot that could potentially take advantage of additional government funding opportunities
- D2N2 Advisory Board Chairs Inclusion meeting has been set up to ensure that inclusion is embedded across all D2N2 strategies; the D2N2 Recovery & Growth Strategy identifies where D2N2 can add value to local authority inclusion priorities;
inclusion will become a regular agenda item for all D2N2 boards to consider

Apologies have been received from David Wright (BEIS), Michele Farmer (The Prince’s Trust) and Nicola McCoy-Brown (Nottinghamshire County Council)

2. Conflicts of Interest

None declared.

3. Minutes of last meeting, matters arising and Actions Log

The minutes of the meeting held on 18 December 2020 were accepted as a true record of the meeting. There are no outstanding matters arising.

Link to action log

4. Skills White Paper

See Will’s overview presentation and Skills for Jobs white paper

Key points from presentation:
• there is a decline in resources for the FE sector but an increase in adult interest
• government want to see a better alignment of employer needs and skills provision
• Local Skills Improvement Plans (LSIP) will be the vehicle to influence funding flow to achieve this; it’s not clear how LSIPs will connect to SAPs or the Local Skills Report
• there is potential for multi-year funding to be made available for FE institutes
• a consultation of the Lifetime Skills Guarantee will take place in 2021

Scott Knowles, Chief Executive of East Midlands Chamber, attended the meeting to discuss the implications of the White Paper. Scott is a member of the British Chambers of Commerce board that was tasked with recommending a funding model for this skills reform. LSIPs will be trialled through Trailblazers and are expected to deliver across current LEP geographies. A prospectus is expected to be published w/c 15/3/21. Scott has already met with D2N2 senior team and has agreed to submit a collaborative bid in partnership with D2N2 LEP and separately with Leicester & Leicestershire LEP. This approach was endorsed.

ACTION 41: D2N2 to circulate LSIP prospectus when published

5. Local Skills Report – for approval

See Local Skills Report and Dave’s report

Every LEP is required to publish a Local Skills Report by the end of March. A meeting took place 9/2/21 to finalise the LSR into the current document, which will be formatted by a designer prior to publication. The LSR provides a framework of priorities, backed by relevant data, to help inform collaborative action by D2N2 and all partners.

ACTION 42: link to final D2N2 Local Skills Report now published

Shearer thanked everyone for their contribution to the Local Skills Report, particularly Dave Tuer and Eugene Michaels and his team at the University of Derby. Will confirmed that Dave’s contract with D2N2 has been extended for an additional year.
The Local Skills Report was approved (subject to minor amendments).

6. **Data tracking and progress reporting dashboard**

See [dummy dashboard](#) and Will’s report.

The dashboard will show a summary front sheet for ‘at a glance’ assessment of progress on PSAB activity; key indicators to signify trends in skills and the labour market; detailed review of each of the strategic themes, searchable by sub group; and progress review against direct delivery contracts. The dashboard will be used to identify any actions D2N2 need to take.

D2N2 work with local stakeholders through a variety of meetings to drive forward priorities and officers work together to link activity. Examples of stakeholder groups include the Rural Reference Group and business representation via the Big 5 (CBI, IoD, FSB, Make UK, East Midlands Chamber).

There is an open offer to PSAB members to identify any data analysis needs to Will; our data analysts, Vlad and Dave, are available as a resource and will accommodate requests where suitable data can be sourced.

The revised dashboard was agreed and will now be populated for the next meeting.

7. **Sub group updates**

See [sub group report](#) for priorities, objectives and risks.

All sub groups have now met at least once and priorities for the next 12 months have been agreed. In delivering these priorities a number of asks of PSAB members have been identified:

- **Careers & Young People** - the PSAB is asked to:
  - support the roll out of the [START IN D2N2 careers platform](#) (note this is currently a draft site; launch expected w/c 19/4/21)
  - encourage participation in the local governance structure (steering groups)

- **Skills for Growth** - the PSAB is asked to:
  - support amplification of messaging on skills for business recovery
  - identification of top digital and low carbon skills for manufacturing

- **Employment** - the PSAB is asked to:
  - agree and inform strategic priorities of Employment Group
  - work across sectors/stakeholders to promote strategic priorities to support coherent messaging and aligned local services across D2N2

8. **ESIF Update**

See [ESIF report](#)

Key points of the report:

- 2 open calls are currently live – COVID-19 programme for adults and young people
- 2 more calls are anticipated to be launched in March – Apprenticeship & Jobs Hub and Skills for Productivity (higher level skills)
- no new calls will be available at LEP level but existing providers who are performing ‘well’ will be able to apply for a 50% uplift to continue to deliver their current programmes to the end of December 2023
9. People and Skills Report
See People & Skills report

Key points of the report:
- digital bootcamps – an initial 3 month pilot taken place from January – March 2021; DfE have launched a national call for 2021 and an application has been submitted in partnership with Greater Lincolnshire LEP; as there will be a gap in provision in pilot areas, DfE have agreed to a 50% extension for existing Bootcamp providers for 2021/2022
  ACTION 43: bootcamp update at the June meeting
- Freeport – the East Midlands bid is 1 of only 8 that have been invited to develop a full business case; D2N2 has a role to ensure that there is no displacement of employment from other areas

Rachel advised that she will be leaving D2N2 over the next few months. Recruitment will take place shortly.

Shearer and PSAB members expressed their thanks to Rachel for her time and commitment, and acknowledged the loss of her knowledge and skills.

10. Any Other Business
None.

11. Next Steps
See actions at beginning of minutes.

12. Dates of 2021 meetings
- June 10th 2021, 10.00am to 12.00pm
- September 24th 2021, 10.00am to 12.00pm REVISED DATE
- December 2nd 2021, 10.00am to 12.00pm