

D2N2 Local Enterprise Partnership People and Skills Advisory Board

Date: Tuesday 18th April 2023, 1.00-3.00pm
 Venue: Teams Meeting

MINUTES OF MEETING

Attendees	
Edward Peck	Nottingham Trent University
Chris Hobson	East Midlands Chamber
Denise Baker	University of Derby
Ian Bond	Inspire Culture
Mike Firth	ESFA
Martin Frost	South Derbyshire District Council
Nick Booth	Uniper
Penny Halewood	Groundwork Greater Nottingham
Sandra Cowley	Futures
Jason Austin	RNN Group
Julie Beresford	Bassetlaw District Council
Nicola Caley	Murray Park School
Sonja Smith	Nottinghamshire County Council
Natalie Gasson-McKinley	Federation of Small Businesses (FSB)
Katrina Crookdale	BEIS
Owen Harvey	Nottingham City Council
Veronica Dennant	Newark & Sherwood District Council
Fiona Baker	D2N2 LEP
Will Morlidge	D2N2 LEP
Tom Goshawk	D2N2 LEP
Nicola Swaney	D2N2 LEP
Richard Kirkland	D2N2 LEP
Dave Tuer	D2N2 LEP
Lucie Andrews	D2N2 LEP
Laura Wilkins	D2N2 LEP
Liam Jackson	D2N2 LEP
Sandra Casey (notes)	D2N2 LEP

Actions from meeting	
Update on the Skills and Education Landscape campaign, and Apprenticeship and Technical Education Transitions Framework at future meeting	Fiona Baker / Nicola Swaney
Contact Nicola via Nicola.swaney@d2n2lep.org to join the Task & Finish group developing a campaign group to raise the profile of skills and education options available to SMEs	ALL

1. **Welcome, introductions and apologies**

Welcomes and introductions were made.

Apologies have been received from Liz Wigley (BEIS), Joe Battye (Derbyshire County Council), Pauline Anderson (Derby City Council), Mike Roylance (South Derbyshire District Council) and Lana Jay (D2N2 LEP).

2. **Conflicts of Interest**

No new conflicts of interest were declared.

3. **Minutes of last meeting, matters arising and meetings action log**

The minutes of the meeting held on [24 January 2023](#) were accepted as a true record. Link to the [meetings action log](#). Matters arising are complete or are on the agenda.

4. **Devolution update** – Will Morlidge, D2N2 LEP

- link to [East Midlands Devolution website](#)
- Joe Battye, Chair of the CCA Skills and Education Board, reports that the group are looking at recommendations for the new mayor and are having preliminary discussions with DfE on how devolved funding will work in practice
- DfE implementation funding is being applied for to help prepare for delivering AEB, which will be devolved from August 2025
- Will and Edward are working with Joe to identify the role of the current D2N2 People & Skills Advisory Board in the new governance structure
- D2N2 and local authority colleagues have a skills planning day scheduled for 28/4/23

5. **D2N2 Local Skills Improvement Plan update** – Natalie Gasson-McKinley, Federation of Small Business

See Natalie's [presentation](#) and interim [emerging priorities report](#)

- the final report is due to be published at the end of May but colleges have received an interim report to enable them to respond to it as part of their DfE accountability agreement requirements
- 5 key emerging themes have been identified from consultations - Work readiness and soft skills; Digitalisation; Net Zero; Local socio-economic conditions; Approach to training
- further event taking place 19/4/23 to develop actionable priorities, then the report will be shared with wider stakeholders for final comment; the report should look at immediate, medium and long term priorities
- the LSIP can be amended post-May if additional content is made available, for example data expected from the Employer Skills Survey
- it was suggested that although the LSIP is focusing on L3 qualifications, it should keep in mind higher levels to raise aspirations and link with the new Institute of Technology
- the consultation highlighted that employers either didn't know about the local skills system or found it difficult to navigate; more work is needed to promote and make the system simple to understand

- issue of funding from different government departments will be resolved when channelled through the CCA

6. **Apprenticeship Review revised draft** – Fiona Baker, D2N2 LEP

See Fiona's [presentation](#)

- following the January PSAB meeting, Fiona has updated the Apprenticeship Review to include an analysis of low achievement
- factors involved in low achievement rates are complex and measurement is not always straightforward
- D2N2 to develop a Skills and Education Landscape campaign targeting SMEs (see next agenda item)
- D2N2 to set up Task & Finish group to develop an Apprenticeship and Technical Education Transitions Framework
- PSAB members accepted the revised Apprenticeship Review and action plan

ACTION: future agenda items - update on the Skills and Education Landscape campaign and Apprenticeship and Technical Education Transitions Framework

7. **Skills and Education Landscape** – Fiona Baker, D2N2 LEP

See Fiona's [presentation](#)

- [The Education Landscape](#) offers resources which provide a simple overview of the education and training system which will be used as a starting point to raise awareness amongst SMEs
- a D2N2 Task & Finish group will be set up to develop the promotional campaign; members who would like to join the Task & Finish group can contact Nicola via Nicola.swaney@d2n2lep.org

ACTION: PSAB members to contact Nicola via Nicola.swaney@d2n2lep.org to join the Task & Finish group developing a campaign group to raise the profile of skills and education options available to SMEs

8. **People & Skills report** – Fiona Baker, D2N2 LEP

See Fiona's [report](#)

Fiona highlighted the following:

- Connected Futures – PSAB members who identify as stakeholders in the aims of this project are encouraged to engage with a survey on their organisational offer to ensure a full understanding of what is currently happening; contact clare.talati@debp.org to take part
- D2N2 Career Hubs continue to support schools and are having a significant impact in Gatsby Benchmark achievements

9. **Any Other Business**

Mike shared [Going Further and Higher: How collaboration between colleges and universities can transform lives and places](#)

10. Next Steps

Already covered.

11. Dates of 2023 meetings

Meetings will take place via Teams.

Tuesday 18th July 10.00-12.00

Wednesday 18th October 10.00-12.00