

**D2N2 LOCAL ENTERPRISE PARTNERSHIP
PEOPLE & SKILLS ADVISORY BOARD**

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

MINUTES OF MEETING

Attendees

Edward Peck	Nottingham Trent University
Denise Baker	University of Derby
Mike Firth	ESFA
Martin Frost	South Derbyshire District Council
Jennie Willock	Futures
Jason Austin	RNN Group
Nicola Caley	Murray Park School
Chris Pook	Nottingham City Council
Joe Batty	Derbyshire County Council
James Swift	Nottingham College
Rachel Quinn	EM Institute of Technology
Fiona Baker	D2N2 LEP
Will Morlidge	D2N2 LEP
Tom Goshawk	D2N2 LEP
Nicola Swaney	D2N2 LEP
Richard Kirkland	D2N2 LEP
Lana Jay	D2N2 LEP
Dave Tuer	D2N2 LEP
Lucie Andrews	D2N2 LEP
Sandra Casey (notes)	D2N2 LEP

Apologies

Chris Hobson	East Midlands Chamber
Mike Roylance	South Derbyshire District Council
Ian Bond	Inspire Culture
Pauline Anderson	Derby City Council
Nick Booth	Uniper
Penny Halewood	Groundwork Greater Nottingham
Julie Beresford	Bassetlaw District Council
Liz Wigley	Dept for Business & Trade
Sonja Smith	Nottinghamshire County Council
Natalie Gasson-McKinley	Federation of Small Businesses (FSB)
Laura Wilkins	D2N2 LEP

Actions from meeting	
Invite Rachel Quinn to attend the September Low Carbon Growth Group meeting to present on the EM Institute of Technology	Sandra Casey
James Swift to liaise with Denise Baker and Edward Peck in relation to the LSIF	James Swift

1. Welcome, introductions and apologies

Welcomes and introductions were made. Apologies listed above.

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 [18 April 2023](#) were accepted as a true record. Link to the [meeting's action log](#). Matters arising are complete or ongoing.

4. Devolution and Skills progress – Joe Battye, Derbyshire County Council

See Joe's [presentation](#)

- the Adult Education & Skills devolution group will be meeting for this first time this afternoon following the establishment of a core implementation group consisting of representatives from the four upper tier local authorities, D2N2 LEP and relevant officers from finance, legal and public health. The wider group includes representatives from HE, FE and DWP; currently there is no business representative.
- focus of the core group is to develop the initial working arrangements for the Combined Authority over the first two years, liaise with DfE and DLUHC, secure implementation funding and bring together local stakeholders.
- devolved responsibilities will include the Adult Education Budget from September 2025, supporting the Local Skills Improvement Plan, the Free Courses for Jobs programme and supporting government employment and skills initiatives.
- wider stakeholder engagement activity will commence in early autumn.
- an application has been submitted for implementation funding which will include funding for an Implementation Manager
- 'buddying' with Liverpool City Region to develop plans and collaborating with other Combined Authorities to provide a single voice to government.
- future activity will be to investigate additional 'asks' to be funded by government, considering the wider skills environment such as the contribution made by higher education; D2N2 People & Skills members can feed into applications for additional funding

5. Local Skills Improvement Fund – James Swift, Nottingham College

See James's [presentation](#)

- D2N2 Local Skills Improvement Fund vale approx. £6.6m; in year 1 funding will be split 50:50 between capital and revenue; in year 2 funding is for capital projects only.
- an FE Implementation Group has been set up consisting of 7 D2N2 colleges, 5 Local Authority adult community education services and the Futures Group.
- cross-cutting themes have been identified in green skills, digital and essential/transferrable skills.

- green and digital productivity hubs will be set up to identify and address local needs.
- given that the DfE has extended the reach of the LISF to levels 4 and 5, it would be essential for James to reach out to the three universities; Denise and Edward agreed to be the initial contacts.
- the Implementation Group will need to consider how to sustain their preferred approach, linking with wider stakeholders and their programmes and proposals, such as the Institute of Technology, Midlands Net Zero Hub, HE institutions, Investment Zones and other provision

ACTION: James to reach out to Denise and Edward to connect him to relevant colleagues in their institutions

6. East Midlands Institute of Technology – Rachel Quinn, EM Institute of Technology

See Rachel's [presentation](#)

- the East Midlands Institute of Technology is part of a network of government backed flagship educational entities that bring together further education, higher education, and industry to deliver skills training and qualifications directly in line with the regional economic need.
- currently 12 IoTs are operating with a further 9 in development.
- the EMIoT is led by the University of Derby, Derby College, Loughborough University and Loughborough College and is a partnership with key local businesses.
- it will initially focus on digital and low carbon economies around the M1/A50 growth corridor.
- initial £15m capital investment at the University of Derby, Derby College, and Loughborough College; soft launch at the University of Derby in September

ACTION: invite Rachel to attend the September Low Carbon Growth Group meeting to present on the EM Institute of Technology

7. People & Skills report – Fiona Baker, D2N2 LEP

See Fiona's [report](#) previously circulated

- an apprenticeship task and finish group has been formed to take forward recommendations from the Apprenticeship Review and two meetings have taken place; an action plan detailing short term actions up to March 2024 is being developed.
- Department for Education has confirmed that Skills Bootcamps grant funding will be continued in FY2024-25 (Wave 5)

8. Any Other Business

None.

9. Dates of 2023 meetings

Meetings will take place via Teams.

Wednesday 18th October 10.00-12.00

Schedule for 2024 meetings to be confirmed