



Greater Lincolnshire LEP Employment and Skills Advisory Panel

Date: 16th March 2022 10am-12.30pm

Quarterly Meeting

*Doddington Hall, Main Street,
Doddington, Lincoln, LN6 4RU and via MS
Teams*

Attending:

Panel Members:

Simon Telfer *Chair* (ST); Andy Harsley (AH); Melanie Weatherley (MW); Oliver Tasker (OT); Janet Meenaghan (JM); Sharon Green (SG); Ian Dickinson (ID); Rachel Linstead (RL); James Pinchbeck (apologies); Councillor Craig Leyland (apologies); Nicola Ritchie (NR); Joanne Woodhouse (JW); Jason Parnell (apologies); Councillor Patricia Bradwell (apologies) Amanda Watson (apologies)

Panel Officers:

Graham Metcalfe (GM); Julie Lane (JL); Karen Linton (KL); Amanda Bouttell (AB); Pete Holmes (apologies) Justin Brown (apologies); Debbie Barnes (apologies);

LEP Executive

Clare Hughes (CH) Sara Hobson (SH) Natalie Poole (NP) Lee Douglas (Presenter) Amy O’Sullivan (Note Taker) Ruth Carver (apologies)

<u>Item</u>	<u>Action</u>
<u>1.0 - Welcome</u> The chair welcomed the Panel and guest presenters, online and face to face. The chair thanked hosts Doddington Hall for refreshments and facilities.	ST
<u>2.0 Minutes and Actions from previous meetings</u> 1. Way to Work initiative - The Department for Work and Pensions (DWP) Way to Work initiative brings together a range of recruitment services to help businesses fill job vacancies. All to share interest with GM should you wish to get involved https://jobhelp.campaign.gov.uk/way-to-work/ 2. Representative from Reed delivering Restart programme in Rutland and North and North East Lincolnshire to attend a future panel meeting 3. Apprenticeship Champion Awards programme - SH will update on nomination submissions at next meeting following the closing date. 4. DWP’s Labour Market Statistics report” is being circulated to the panel by Graham Metcalf. Clare to provide up to date circulation list to Graham 5. The monthly Labour Market Statement produced by the LEP team for ESAP is now being published on the LEP website. It includes latest information on vacancies, unemployment and economic inactivity. CH to send link 6. Links with the LEP’s Defence Board. Volunteers were requested for task and finish group. AO co-ordinating. Initial scoping meeting has taken place with CH, SH, ST and Tom Marsden (Lincoln College). ESAP volunteers: JM, SG, MW. Meeting to be rearranged due to participants availability Manufacturing Board and Energy Council have also voiced interest in collaborative opportunities, AO to follow up with introductory meetings	GM CH SH CH CH AO AO
<u>3.0 - Levelling up White Paper</u> <i>Discussion lead by Liz Shutt (Director of Policy - University of Lincoln)</i> Brief overview of 330-page Levelling up White Paper. Outlines Government’s general direction of travel with no action plans or fiscal findings attached to it, apart from UKSPF interim guidance notes, which will replace the European funding programme.	

<p>It is likely that UKSPF will be awarded to District areas, continuing the Towns Fund approach and will be 2.4 billion over a 3-year period - Year 1 Pride of Place, Year 2 and 3 focusing on employment and skills, supporting business and innovation. Full guidance notes on funding allocations to be released in the spring.</p> <p>The paper outlines a series of new ‘missions’ (Jobs, Research, Transport, Technology/Connectivity, Education, Skills, Health, Wellbeing, Local Pride, Housing, Crime & Safety, Devolution) and transformation of means to measure levelling up</p> <p>Other</p> <ul style="list-style-type: none"> • 200,000 people completing high quality skilled training annually (not higher level) • Skills Bootcamps (Level 3) specifically mentioned, and potential to work with other schemes, for level 1 and 2, and pre-existing schemes such as Sector Based Work Academy that deliver short, up to a 12-week programme. This can be accessed for free but there is eligibility criteria. • Lincolnshire named as one of the Education Investment Areas to raise school standards, supporting the attraction of quality teachers • DWP Update - Universal Credit - as a result of COVID more people are in the system and from April the threshold of earnings will be changing in order for applicants to apply 	
<p><u>4.0 - Quarterly progress against actions plans and priorities</u> <i>Presentation by Clare Hughes (Employment and Skills Executive Manager - Greater Lincolnshire LEP)</i></p> <p>Action plan, priorities and deliverables were shared with Panel members prior to meeting</p> <p><u>Priorities</u></p> <ol style="list-style-type: none"> 1. Inform young people and adults about careers available 2. Implement the apprenticeship strategy/action plan 3. Design, shape or influence local or national training schemes so they upskill and re-train staff to meet employer’s needs <p><u>Deliverables against these priorities 22/23</u></p> <ol style="list-style-type: none"> 1. Deliver the Career Hub and secure funds for academic year starting September 2022 to expand the current offer 2. Increase the number of Apprentices locally 3. Influence the delivery of Skills bootcamps (or other training) 4. Production of Digital Skills Strategy <p><u>Discussion:</u></p> <ul style="list-style-type: none"> • Next steps to agree outputs and targets • T-Levels and UKSPF ought to be part of the priorities • Colleges are struggling at level 3,4 and 5 for progression and retention, what can we do to we keep students in training? And how are we tackling the current job market - student progression, increased competition, salaries, wages, increasing etc. • The word ‘employment’ doesn’t appear in the priorities, the ESAP should consider support to people who are out of work or not seeking work, as well as self-employment. <p>Data gathering for those who are registered as self-employed - GM to look over data</p>	<p style="text-align: right;">GM</p>
<p><u>5.0 Careers Hub - how can ESAP Members get involved</u> <i>Presentation by Lee Douglas (Career Hub Lead - Greater Lincolnshire LEP)</i> Working as a partnership with schools, colleges, employers, local district councils and other local organisations, Careers Hubs have accelerated levels of support and improvement in young people’s career development nationally.</p> <p><u>How can Employment and Skills Advisory Panel members get involved with the Careers Hub?</u></p>	

<p>Tier 1 Be an ambassador Share our comms and newsletter with staff and colleagues Host an information event Volunteer for the Give an Hour Campaign</p> <p>Tier 2 Provide an Enterprise Adviser (Currently 91 EA's in the network and increasing) Get involved with Virtual Work Experience Attend employer networking sessions</p> <p>Tier 3 Offer a workplace visit Offer face to face Work Experience Support wider projects such as LMI/Videos/BM 4/SEND</p> <p>Understanding that each work experience for that young person and employer is going to be different and the way in which this is approached and prepared for can be beneficial for all involved The Careers Hub can offer employer led CPD and workshops assistance with confidence building when speaking to young people</p> <p>Comments</p> <ul style="list-style-type: none"> • H&S Risk Assessment costs are often a barrier for schools providing work experience • Could statutory support be offered to support those with offering virtual and face to face work experience? Some young people are not mature enough to be building professional relationships and will need more support with managing expectations with employers • Often negative connotations with term soft skills - should be 'crucial skills'! <p>Actions</p> <ul style="list-style-type: none"> • Contact Lee Douglas directly should you wish for more information on how to get involved Lee.Douglas@lincolnshire.gov.uk • LD to share Careers Hub strategy once completed • NP to discuss with SG videos and resources with individual partners 	<p>ALL</p> <p>LD NP</p>
<p>6.0 Skills Bootcamps <i>Presentation by Clare Hughes (Employment and Skills Executive Manager - Greater Lincolnshire LEP)</i></p> <p>What are Skills Bootcamps?</p> <ul style="list-style-type: none"> • Flexible technical training programmes for adults • Minimum of 60 hours (Guided learning hours) • Predominantly Level 3 and/or 4 and 5 • Full-time, part-time, employed, unemployed, returning to work after a break or self-employed • To address the needs of employers and the wider economy, so must fill vacancies at medium or higher level • Employers must provide a guaranteed job interview (in the case of a new job), or new responsibilities for existing employed staff or self-employed should find new contracts • Costs - free to learners, employer contributions SME 10%, large 30% - If training costs £2000, large business will pay £600, small £200 <p>Update Submitted a proposal to DfE seeking £1,879,000 to deliver technical training in 6 of our priority sectors.</p> <ul style="list-style-type: none"> • Manufacturing and engineering, including food manufacturing • Care sector, around remote monitoring of patients for example • Visitor Economy, around cookery/hospitality • Logistics/HGV 	

<ul style="list-style-type: none"> • Low Carbon, specifically relating to working at height and also hydrogen <p>Digital is being led by D2N2 and Hull City Council Delivery of training will be subject to the following:</p> <ol style="list-style-type: none"> 1. Approval from DfE 2. A local procurement round that training providers will need to bid into 3. Employers agreeing to offer guaranteed interviews to trainees. <p>CH to give update at next meeting <i>Presentation slides were shared with Panel members after meeting had taken place</i></p>	CH
<p><u>7.0 Apprenticeships: where to focus efforts</u> <i>Presentation by Adam Peacock (Codename:Consulting)</i> Where to focus further efforts:</p> <ul style="list-style-type: none"> • Boston, East Lindsey, Lincoln, and Rutland, regularly appear across a number of indicators • Above average local performance in terms of 19-24 numbers has been eroded • Should Greater Lincolnshire’s small (0-49 employees) enterprises be doing more? • Large 250+ employees • Manufacturing and engineering apprenticeship starts <p>Fallen from 10,000 to 6,500 however Greater Lincolnshire is performing above national average, with under 19’s performing well and 19-24 starts also performing above the national average Level 2 qualifications (Intermediate level) were noted as slowly depleting with no replacement courses Level 3 (Advanced level) - 4,000-3,000 over 5-6 years - performing in line with national trend Level 4 + (Higher level) 430-1,500 - in line with national trend East Lindsey, North and North East Lincolnshire, and South Holland statistics are reflective of levy payers in the area Small employers with 0-40 employees is the majority of the workforce - 45% - with expectation of the percentages to be higher. Non levy apprenticeships curtailed 17/18 - 18/19 Manufacturing apprenticeships which include the food sector have dropped, this is due to the head offices moving out of the county</p> <p><u>Apprenticeship Vacancies</u> During the meeting CH highlighted a weekly ESFA email that she has started to receive. It contains details of current Apprenticeship vacancies advertised through the national portal. Local organisations can use it to raise awareness with local schools/young people/residents, particularly where no applications have been received.</p> <p>The panel highlighted how challenging it is to fill Apprenticeship Vacancies and so as a LEP team we are considering ways that this information can be used to assist. If panel members would like to receive the information directly, please contact this email address: Communications.ESFA@education.gov.uk It will include vacancies for every Local Authority area in the East Midlands</p> <p>Panel discussed the use of apprenticeship hashtag on social media. Agreeing on the hashtag below, however any other feedback related to the hashtag please do share with CH</p> <p>#ApprenticeGlincs</p> <p>How will we/do we need to track and monitor use and reach of the hashtag?</p> <p><i>Presentation slides were shared with Panel members after meeting had taken place</i></p> <p><u>Comments</u> ESFA vacancies weekly email alerts advertise 100-150 vacancies - What do we do with the data and are we utilising the national apprenticeship company enough?</p>	

<p>University, high level apprenticeships are often not advertised as a job vacancy because they are offered to existing staff, resulting in a lack of awareness of available roles General feeling is that it is currently difficult to fill Apprenticeship vacancies. Current recruitment challenge in North East Lincolnshire with mismatch between 70-80 live opportunities and not enough available people interested in them.</p> <p>How do we encourage the NEET cohort to engage with apprenticeships and make them work-ready?</p> <p>What of communication channels are already being utilised for young people and education providers in order to address current shortages?</p> <p>Actions</p> <ul style="list-style-type: none"> • Use #apprenticeGlinCs on social media when recruiting, training or saying anything about apprenticeships to build local awareness • Know that you can share 25% of your Levy each year Transferring your apprenticeship levy to another business - GOV.UK (www.gov.uk) • Raise Awareness of the many Levy Pledges already made Find a business to fund training for your apprentices (manage-apprenticeships.service.gov.uk) • Explore brand new Flexi job apprenticeships Flexi-Job Apprenticeships - GOV.UK (www.gov.uk) 	<p>All</p> <p>All</p> <p>All</p> <p>All</p>
<p>8.0 AOB</p> <ul style="list-style-type: none"> • Time ran out to continue discussing what other things the ESAP ought to prioritise this year. Continue the discussion at the next meeting. • Labour Market Support Fund will be launched today. This is a request/a call to organisations and businesses to submit project proposals that aim to address labour market challenges as set out in the guidance notes. Funding of £1.7M is available in total and the deadline for submission of proposals/outline business cases is Monday 29th April 2022 by 5pm. <p>Funding requests should be more than £200,000 although consideration will be given to proposals that seek £100,000 if there is a strong case. All funds must be spent by 31 December 2024, and outputs delivered by 31 December 2025.</p> <p>Please see full information here: https://www.greaterlincolnshirelep.co.uk/funding-and-projects/other-funding/labour-market-support-fund , and follow the links on that page to guidance on how to submit a proposal. The guidance notes and application form are available on the bottom of that webpage. Please feel free to share across your networks.</p>	<p>ST/CH</p> <p>All</p>
<p><u>Next meeting: 12th April - 11am - 12pm via Microsoft Teams</u></p>	