

## Skills and Employment Board – Minutes 29 January 2021 10am-11.30am

### In attendance

Organisation	Member	Role
City of York Council - Executive	Councillor Andrew Waller (CAW)	Executive Member - Economy and Strategic Planning
City of York Council	Maxine Squire (MS)	Assistant Director - Education and Skills
York College	Lee Probert (LP) (Chair)	Chief Executive & Principal
University of York	Professor Kiran Trehan (KT)	Pro-Vice-Chancellor for Partnerships and Engagement
York St John University	Professor Karen Bryan (KB)	Vice-Chancellor
York Jobcentre	Jenny Shaw (on behalf of Angela Stabeler)(AS)	York & North Yorkshire Employer and Partnership Manager
West & North Yorkshire Chamber of Commerce	Mark Goldstone (MG)	Head of Policy and Business Representation
York and North Yorkshire LEP	Jude Knight (JK)	Head of Skills
Simpson York Limited	Amanda Davidson (AD)	HR Manager
The Skills Network	Mark Dawe (MD)	Chief Executive
Askham Bryan College	Dr Tim Whitaker (TW)	Chief Executive
Federation of Small Businesses	Caroline Chapman	Business Owner and Member Representative
TUC	Gareth Forest (GF)	Policy & Campaigns

### In attendance

Organisation	Representative	Role
City of York Council	Simon Brereton (SB)	Head of Economic development
City of York Council	Alison Edeson (AE)	Skills Team Manager
Annabel Jelley Consulting	Annabel Jelley (AJ)	Strategy development consultant

### Apologies

Organisation	Representative	Role
Netsells	Bethan Vincent (BV)	Marketing Director
University of York	Amanda Selvaratnam (ASe)	Associate Director of Research and Enterprise and Head of Enterprise Services
City of York Council	Claire Foale (CF)	Communications Team

### Minutes

#### 1. Introduction

Lee Probert (Chair) welcomed members to the meeting. Members introduced themselves.

Apologies had been received from Bethan Vincent (Netsells), Amanda Selvaratnam (University of York) and Claire Foale (City of York Council).

## **2. Minutes from last meeting 17 December 2021**

The minutes were agreed as a true record of the meeting that took place on 17<sup>th</sup> December 2020.

## **3. FE White Paper ‘Skills for Jobs’**

LP introduced this item to cover the key themes from the recently published FE White Paper ‘Skills for Jobs’. His presentation covered the main aspects of the White Paper including putting employers at the heart of the skills system, the introduction of Local Skills Improvement Plans (LSIP), a focus on higher level technical skills, careers advice improvements to enhance lifelong learning, reforms to funding and teacher recruitment changes.

Members were asked to comment on the key themes and to consider whether the Skills and Employment Board wished to explore York becoming a LSIP pilot area.

A discussion followed and it was felt that a LSIP had potential to support delivery of local skills priorities and the Board (as a partnership approach) would be well-placed to take it forward. It was agreed that the Board would explore York becoming a LSIP pilot area and recognised that the YNY LEP or partners may wish to do similar for the wider (North Yorkshire) region.

## **4. One Year Plan Update**

AE gave a presentation on the One Year Plan which was well underway and would be completed by end February. This date allowed for details within the recently published FE Whitepaper to be taken into account. She introduced the four commitments which form the central framework of the Plan. These include;

- **York works – skills support for individuals**  
Support those entering, re-entering or displaced from the workforce to re-train or upskill and connect them with good jobs in sustainable and growth sectors.
- **Empowered employers – skills support for businesses**  
Support businesses of all sizes to access national, regional and local skills provision to help them plan, diversify and grow.
- **Pioneering provision – productive partnerships**  
Work in partnership to make the most of national, regional and local initiatives and adapt local skills provision in response to emerging needs.
- **Education to employment – York’s pipeline**  
Support positive progressions for all by preparing those transitioning from education for the new world of work and a culture of lifelong learning and entrepreneurship.

Members commented on the commitments which were noted. AE asked for any further comments to be made before Friday 5 February 2021.

SB highlighted a change to the overall timeline for the 2-5 Year Skills Plan which will be aligned with the York Economic Strategy, to ensure a joined up approach to consultation with stakeholders. A draft of the strategy would still need to be completed by end March

2021 to allow consultation on both strategies to take place April – June 2021, with a final publication date in early autumn.

## 5. Update on 2-5yr Skills Strategy

AJ gave a presentation on progress so far with the 2-5yr Skills Strategy which focused on the priority sectors in York. A discussion followed the presentation and comments were noted to inform the strategy.

AJ requested that a task and finish group was to be set up to help with the prioritisation of the key themes once the evidence base was complete. JK volunteered. AJ requested that any other volunteers come forward by 5 February.

## 6. AOB

### Action Log

No	Action	Who	By when	Date completed
001	Share copy of economic presentation	SB	W/E 8 January 2021	8 January 2021
002	Share copy of Timeline	AE	W/E 8 January 2021	8 January 2021
003	Amend ToR and issue final version	AE	W/E 8 January 2021	8 January 2021
004	Share copy of communications strategy presentation	AE	W/E 8 January 2021	8 January 2021
005	Circulate dates for early 2021 meetings	LP	W/E 8 January 2021	8 January 2021
006	Circulate emerging priorities for comment and set out plan ahead of March 2021	AE, AJ, AS, LP	End January 2021	29 January 2021
007	Share copy One Year Plan presentation	AE	29 January 2021	29 January 2021
008	Raise question of LSIP pilot at Higher York	LP	W/E 5 February 2021	
009	Follow up on LSIP pilot next steps with MG	LP/AE	W/E 19 February 2021	
010	Members to feed into One Year Plan any extra comments	All	W/E 5 February 2021	05 February 2021
011	Members to inform AJ if they wish to join a task and finish group for 2-5 year Plan	All	W/E 5 February 2021	05 February 2021