

MINUTES

FINAL

DORSET LOCAL ENTERPRISE PARTNERSHIP SKILLS ADVISORY PANEL AND BOARD

15 July 2020, 10:00am - 11.30am

Virtual meeting

Board Attendees:

- Emma Hunt, AUB, Chair (EH)
- Nicola Newman, Ansbury Guidance (NN)
- Rod Davis, Dorset and Somerset Training Providers (RD)
- David Matthews, Upton Beach Consulting (DM)
- Adrian Trevett, BCP (AT)
- Jim Andrews, Bournemouth University (JA)
- Luke Rake, Kingston Maurward College (LR)
- Lesley Hague –Vice-Chancellor AECC (LH)
- Amanda Buttle, Department for Work and Pensions (AB)
- Hugh Joseph, Air Bearing Solutions (HJ)

Also Present:

- Corrina Lailla Osborne, DLEP Head of Governance and Operations (CLO)
- David Lawrence, DLEP Governance and Skills (DL)
- Helen Stevenson, DLEP Careers Hub Lead (HS)
- Mira Koseva, DLEP Skills Analyst (MK)

Apologies:

- Nigel Evans, Weymouth College (NE)
- David Walsh, Dorset Council (DW)
- Zannah Doan, Pavilion Dance South West (ZD)
- Diane Grannell, Bournemouth and Poole College (DG)
- Lesley Spain, Skills and Adult Community Education (LS)

Item	Welcome and introductions	Action
1	The Chair welcomed everyone to the meeting conducted remotely and introduced virtual room protocol. Apologies were received as noted above. The Chair introduced Corrina Lailla Osborne (CLO) who has taken over the work on finalising the Skills Plan.	
2	Minutes, Actions and Matters Arising	
	The 7 May meeting minutes were agreed as an accurate reflection of the proceedings. There were no matters arising.	MK: Minutes to be published
3	Update on coronavirus employment support	
3.1	<u>Coronavirus employment support initiatives</u> The Dorset LEP Governance and Skills Agenda Lead David Lawrence gave an update on the latest Governmental employment support initiatives announced recently as part of the Chancellor's 'Plan for Jobs':	

<p>3.2</p>	<ul style="list-style-type: none"> • Job Retention Bonus – a one-off bonus of £1,000 for each furloughed employee who is still employed as of 31 January 2021 • Kickstart Scheme – funding for new, six-month jobs covering 100% National Minimum Wage for 25 hrs a week for young people (16-24), claiming Universal Credit and at risk of long-term unemployment. • Apprenticeships support- £2,000 for each new apprentice hired under the age of 25 • Tripling the scale of traineeships in 2020-21 • Tripling the sector-based work academy placements in 2020-21 • Doubling the number of work coaches to 27 000 • Investment in the National Careers Service and further investment into the jobhelp platform where local information can be added • New infrastructure, decarbonisation and maintenance projects to create jobs • DL spoke of the importance in ensuring that all these initiatives are integrated within the proposals of the skills plan and the work of the SAPB, as well as with other LEP delivery areas, e.g. Dorset Gateway so that we offer a cogent approach to recovery based on evidence. <p>More on the 'Plan for Jobs 'can be found here https://www.gov.uk/government/news/irish-plan-for-jobs-will-help-britain-bounce-back</p> <p><u>DWP update on the effects of coronavirus on employment</u> AB added there were concerns over the exponential growth in the size of the unemployment register for the DWP district including Dorset, Hampshire and the IoW which went up by 93%. 93,000 people in Dorset are furloughed and 30,000 are on SEISS and there are fears over the withdrawal of these schemes at the end of October, expected to have a major impact on the work of Jobcentre Plus. The Department is working with providers and employers to support people back into work, however the skillset linked to digital working requires considerable re-up-skilling. The demand for security and cleaning staff has increased with coronavirus protective measures while the youth agenda is at the forefront with a new youth policy anticipated.</p>	
<p>4</p>	<p>Careers & Enterprise Company Dorset Careers Hub Update</p>	
<p>4.1</p>	<p><u>Performance against targets – spring 2020</u> The Dorset Careers Hub has made a fantastic progress over the year meeting or exceeding all but one of its targets – recruiting Enterprise Advisers to match with schools (Dorset is at 90% of a 100% target). The schools are currently completing spring self-assessments and HS noted a dip in performance is expected due to partial school closures over lockdown.</p>	
<p>4.2</p>	<p><u>Dorset Careers Hub Performance vs National</u> Compared to the performance of the Wave 2 Careers Hubs nationally, Dorset outperforms in most benchmarks except Benchmark 3 (recording the careers destinations and guidance encounters for each pupil) and 8 (1 to 1 careers guidance). HS outlined the challenges behind these benchmarks related to information sharing restrictions, and limitations on activities that can be directly supported through CEC funds.</p>	

<p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p>	<p><u>Funding roll over</u> Deadline extended to February 2021 for schools to deliver/ repurpose projects where funding was awarded but the delivery disrupted by Covid.</p> <p><u>Dorset Careers Live</u> A joint project with Cornerstone employers saw the launch of a series of virtual events for students (year 10+) and their parents showcasing what a career in Dorset can offer. The 14 June inaugural event was focused on healthcare sector in collaboration with NHS and raised great interest. These events will be developed further over the next academic year.</p> <p><u>Successful bid to expand Dorset Careers Hub</u> Due to excellent performance, the Dorset Careers Hub has been awarded funding by the Careers and Enterprise Company to extend the existing hub offer to the rest of the schools within the Enterprise Adviser Network (from 40 to 72 schools). The new expanded hub will attract more funding and ensure inclusivity of provision across Dorset. This will mean reorganisation of the operation and additional/ differential targets taking in consideration the changed circumstances and the schools tenure within the programme.</p> <p><u>Funding for 2020/21</u> The Central Hub Fund for 20/21 is £72k and an additional Sustainability Fund (requiring 50% match) is £34k and an implementation plan is being developed by CEC team across Dorset LEP, BCP Council and DC Council. The priority areas include facilitating Gatsby Benchmarks (focus on 1, 5, 6), virtual encounters, supporting transitions and preventing NEETs, embedding careers in the curriculum and developing resources, including LMI. There is an opportunity currently considered to bid for funds to support transitions from year 11 to post 16 education as well as students identified as NEET.</p> <p><u>Careers Hub Staffing</u> The expansion of the hub would require additional resource and the programme is currently recruiting:</p> <ul style="list-style-type: none"> - Careers Hub Lead Maternity Cover (Dorset LEP) - New Senior Enterprise Coordinator(Dorset LEP) - 0.4 Enterprise Coordinator (BCP Council) • The Chair and all members congratulated HS and noted the fantastic work of the Careers Hub. 	
5	Dorset Careers Hub Steering Group Meeting	
<p>5.1</p> <p>5.2</p>	<p>Minutes from most recent meeting were now available. Luke Rake who is chairing this group advised that it is progressing well on projects and holding productive meetings.</p> <p>LR paid tribute to the excellent work of HS and the team and welcomed the extension of the Careers Hub as very encouraging development. LR also raised challenges around benchmark 8 and shared an observation for increased engagement with online resources, which on the flip side amplifies wider digital deprivation (bandwidth and hardware) issues.</p> <ul style="list-style-type: none"> • JA noted quality of online engagement is difficult to measure and as these encounters are expanding it is a piece of work worth taking forward. LR agreed anecdotal feedback from teachers was that students actively seek content, but understanding engagement, links to wider network/ digital issues and ensuring joint approach is key. 	

6	Local Industrial Strategy Update	
6.1	<p>The Dorset LEP new Head of Governance and Operations Corrina Laila Osborne set the scene for the skills plan discussions by giving a brief background and update on the LIS.</p> <p>CLO reminded of the robust evidence base and wider engagement work behind the LIS. Dorset LEP has also responded to the coronavirus crisis with a suite of actions to be published in a separate booklet and additional work was undertaken to re-evaluate the evidence base in light of the developments of late. This work has affirmed the LIS trajectory with parts of the strategy being accelerated as a result of the new challenges.</p>	
6.2	<p>CLO also informed the strategy is currently translated into future investment areas as part of the Dorset LEP investment prospectus/plan where the Skills Plan priorities and projects will feed into. Thus the discussion and agreement of the plan were timely and there is urgency in completing this work.</p> <ul style="list-style-type: none"> The Chair noted the LIS progress and the significance of the SAPB members' expertise and understanding of the fast moving policy context in curating the Skills Plan as part of the LIS strategic trajectory. It was also emphasised the work on the plan, while encompassing recovery, career development and employment should not lose sight on the overall aspiration of increasing Dorset's productivity. 	
7	Skills Action Plan Discussion	
7.1	<p>CLO reiterated that skills are identified as a pillar of productivity and therefore key element of enabling the LIS strategic agenda. The plan presented at the February meeting has been updated with the latest evidence base and included in the meeting papers for the members to consider. CLO invited feedback on key elements that might be missing as well as agreement on key actions and milestones.</p> <p>The Chair noted that the key priority area of accelerated action on tackling digital poverty through digital investment has already been highlighted within the discussions on previous agenda items.</p>	Ensuring digital investment is included
7.2	<p>RD said that being a key part of the learning provision in key areas such as NEET support and apprenticeship development, independent training providers and adult education should be included in the plan within the "Learning in Dorset" section to ensure that we are enabling, engaging and maximizing our assets and resources. The Chair agreed that this is an omission to be rectified and the plan should encapsulate the learning offer in its totality, and highlight the connectivity between institutions to offer a holistic provision with a suite of opportunities for horizontal and vertical learning, upskilling and reskilling, particularly in response of the pandemic which will determine the key actions for the first year of the plan. NN also supported such broad thinking approach. LH supported the idea of blending different systems and sectors to increase agility as no individual provider can be 'all things to all people' but together in partnership we can. DM also felt that best practice in virtual learning should be included in this package ensuring the best online resources are recommended.</p>	The total provision and holistic offer to be included
7.3	<p>The Chair highlighted the identified challenges in the evidence base around attainment and participation of disadvantaged students and invited HE</p>	

	<p>colleagues to comment how HE institutions could support in line with their access and participation requirements. JA commented that widening participation agenda within universities including work with schools and the young chamber etc. is essential within the sector and a more joined up approach between the individual HEI's and LEP would be welcomed.</p>	<p>WP agenda to be captured</p>
7.4	<p>AT spoke about the coronavirus in effect providing space for businesses to start reimagining their future operations in terms of staffing levels, but also innovation, improved resilience, supply chain, recovery while also preparing for Brexit. There are businesses relying on EU workers and this should also be woven into the skills supply context of the plan. The Chair agreed that all these issues of immigrant labour, recovery, emerging new ways of working and operating are key areas to be discussed in the plan.</p>	<p>Covid effects on demand, Brexit effects and innovation to be added</p>
7.5	<p>In connection to the point made by AT and supported by RD on the changing ways of working, the Chair indicated that being on the forefront and planning for these developments was another area to focus our research planning activities.</p>	<p>Future ways of working and millennials to be captured</p>
7.6	<p>NN followed up on discussions of the evolving unemployment picture in some sectors and combined this with areas of increased demand in others due to: limited immigrant workers supply due to Brexit, established skills gaps and emerging recovery jobs. NN felt this could provide an opportunity for matching the people at risk of unemployment with vacancies and utilising available funds, such as Kickstarter funding to create proactive projects or services to support people to be wrapped up in a positive package. AT proposed that this also supports the seasonality of recruitment campaigns and takes a form of an agency – captured at item 7.8 below.</p>	
7.7	<p>DM felt that the actions should be less a list and more restructured in priority areas, including the most important actionable short term projects and capturing the 'why' and 'so what' for each task.</p>	<p>Restructuring actions in order of priority</p>
7.8	<p><u>Short term projects to be included in the plan were proposed:</u></p> <p>Project 1: Digital support and infrastructure Investment and Improvement of the digital support and infrastructure in Dorset to address digital poverty and the requirement for high quality virtual learning as well as enable companies to benefit the most from new ways of working – all these directly related to productivity.</p> <ul style="list-style-type: none"> - Project 1A: Digital poverty/ hardship Lockdown measures have amplified the digital poverty many of Dorset's learners face both in terms of physical hardware as well as functionality such as bandwidth. A project will be designed to ascertain detail as to the key issues and opportunities to make provision for this. - Project 1B: Curating sector-specific virtual and formal courses Development of tailored training provision to meet the needs of individual sectors. A project designed as a deep dive into, for instance healthcare, in terms of what are the sector needs, what is the best practice in both virtual and physical training and how providers in Dorset can work together to meet the development needs of the sector to provide a holistic offer. - Project 1C: Future of working Understanding the learnings from coronavirus virtual working experience and the effects on productivity as well as generational differences in these 	

	<p>experiences and devising a project to ensure best practice is followed in maximising the effects of new ways of working to improve productivity at organisational level. This feeds into AT's reflections on people now looking for a great place to live rather than work envisioning a future where remote working is a default. This can put Dorset on the map as a desired destination for remote working, attracting professionals at different career/ life stages.</p> <p>Project 3: Recruitment agency As specified in item 7.6 – in order to handle the fluctuating supply/ demand needs influenced by a variety of factors (e.g. Brexit, coronavirus support schemes fallout, seasonality), a project will be designed to understand the requirements of organisations looking for similar skillsets and how an innovative scheme to match demand and supply and rotate employees across partners, facilitating contracts, visa requirements and learning needs could be implemented. Funding for a pilot recruitment agency will be sought if there is an identified need / demand for this.</p> <p>Wrapping up the feedback, CLO agreed with the Chair any further comments on current draft to be forwarded to her by the end of that week, for an amended version to be produced within the next few weeks and the document to be finalised via email in the interest of the urgency.</p>	<p>CLO to send out draft plan via email for approval</p>
8	Proposed Dates of Next Meetings	
	<p>14th September 2-4 pm 17th November 2-4 pm 18th January 2-4 pm 15th March 2-4 pm</p>	