

MINUTES

Meeting: Skills for Londoners Board

Date: Friday 21 September 2018

Time: 3:00pm

**Place: Committee Room 1, City Hall,
The Queen's Walk, London,
SE1 2AA**

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Meetings are not held in public and are only open to those invited to attend by the co-Chairs.

Members:

Jules Pipe, Deputy Mayor for Planning, Regeneration and Skills, GLA (co-Chair)
Cllr Georgia Gould, Executive Member for Skills and Employment, London Councils (co-Chair in the Chair)

Cllr Ruth Dombey, Leader, London Borough of Sutton and Chair, South London Partnership Skills and Employment Board

Cllr Steve Curran, Leader, London Borough of Hounslow and Chair, West London Alliance Skills and Employment Board

Gerry McDonald, Association of Colleges

Arinola Edeh, HOLEX

Nichola Hay, the Association of Employment and Learning Providers

Kirsty McHugh, Employment Related Services Association

Sue Terpilowski, Federation of Small Businesses

Celia Caulcott, London Economic Action Partnership (LEAP) - London's local enterprise partnership

GLA Officers:

Michelle Cuomo Boorer, Assistant Director – Skills and Employment

Forough Rahmani, Senior Manager – Strategy, Policy & Relationships

Rachel Greenwood, Senior Project Officer (Clerk)

Others in attendance:

Margaret Cooney, Chief Executive, Greater London Volunteering

City Hall, The Queen's Walk, London SE1 2AA

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Minutes

Dianna Neal, Strategic Lead – Enterprise, Economy and Skills, London Councils
Tim Shields, Chief Executive, London Borough of Hackney
Dick Sorabji, Corporate Director, Policy and Public Affairs, London Councils
Stephen Rosevear, Director, Hatch Regeneris (Items 1-5)
Geetha Pathanjalimanoharar, Consultant, Hatch Regeneris (Items 1-5)
Louise Ribet, Consultant, Hatch Regeneris (Items 1-5)

1 Introduction and apologies

- 1.1 The Chair welcomed Members to the inaugural meeting of the Skills for Londoners (SfL) Board, highlighting that this was an exciting opportunity to address the skills challenges facing London.
- 1.2 Apologies for absence were received from Cllr Ravi Govindia, Cllr Darren Rodwell and Sue Terpilowski. Apologies were also received from Angus Knowles-Cutler who has been nominated to represent London First on the Board and will be formally appointed in advance of the next formal meeting.

2 Declarations of Interest

- 2.1 There were no declarations of interest.

3 Skills for Londoners Board Governance Update

- 3.1 The Board received a report setting out its constitution and terms of reference, and an update was provided on proposed subordinate bodies.
- 3.2 Members were invited to put themselves forward to sit on the SfL Outcomes Commissioning Advisory Group and the Mayor's Construction Skills Advisory Group and volunteers to Chair, or co-Chair, the groups were also welcomed. Expressions of interest would be invited via email following the meeting, and the co-Chairs of the Board would agree the final membership and chairing arrangements for the groups.
- 3.3 In response to a query, officers agreed to circulate the existing membership for the Mayor's Construction Skills Advisory Group following the meeting.

3.4 DECISIONS:

The SfL Board:

- **Noted its constitution and terms of reference;**
- **Agreed to formally establish the Mayor's Construction Skills Advisory Group and the SfL Outcomes Commissioning Advisory**

Group as subordinate bodies of the Board and agreed the respective terms of reference for the groups;

- **Delegated authority to the co-Chairs of the SfL Board to confirm membership and chairing arrangements of the Mayor's Constructions Skills Advisory Group and the SfL Outcomes Commissioning Advisory Group; and**
- **Noted that an Apprenticeships Advisory Group would be established as a subordinate body of the Skills for Londoners Business Partnership when the Partnership was established later this year.**

4 Skills for Londoners Framework

- 4.1 Representatives from Hatch Regeneris were in attendance to present the interim analysis of the SfL Framework consultation. Feedback was welcomed on the report, which was currently being finalised and was due to be published in the autumn.
- 4.2 In response to Member queries, the Board heard that officers were currently working through the framework, updating it where necessary in response to the consultation. Areas that required further analysis and more detailed modelling would be further developed in consultation with the Board or its subordinate bodies over the coming months.

4.3 DECISION:

The SfL Framework consultation interim analysis report and presentation were noted.

5 UK Shared Prosperity Fund and Industrial Strategy

- 5.1 The Board received a report setting out the GLA and London Councils' proposed list of joint skills and employment priorities for the local response to the UK Shared Prosperity Fund and London's Local Industrial Strategy.
- 5.2 Members welcomed the proposals, commenting that although further work and modelling was required, this provided a good opportunity to work together. Clarity on some areas would be welcomed, for example how the Local Industrial Strategy would link with the Adult Education Budget, and the importance of connecting with LEAP through this work was also highlighted. It was also suggested that this work could be framed around the key points set out in the Mayor's response to the Industrial Strategy Green paper.
- 5.3 London Councils' members commented that the role of the sub-regional partnerships (SRPs) would be important in the development of this work, particularly when considering pan-London challenges. Additional resource

may be required to support the SRPs in this work, however. Officers agreed to discuss outside of the meeting where the GLA might be in a position to use existing resources to support this request.

- 5.4 It would also be important to use this as an opportunity to lobby for London to retain its current level of funding, in order that it could continue to drive effective interventions. Members recognised, however, that consideration would need to be given to the impact on skills and employment programmes in London should future funding be reduced.
- 5.5 It was noted that at this stage the report set out an early indication of ideas that would be developed over the coming months in consultation with the Board, and further comments on how best to shape the approach were welcomed. This would also be considered further at a joint session with the SfL Board and the SfL Business Partnership in the New Year.

5.6 DECISIONS:

The SfL Board:

- **Approved in-principle the GLA and London Councils' indicative skills and employment priorities for the skills and employment-related strands of the forthcoming UK Shared Prosperity Fund to help inform discussions with Government and feed into the development of London's Local Industrial Strategy;**
- **Agreed that the GLA and London Councils would develop the proposals further and undertake additional modelling; and**
- **Noted that the proposed priorities would be subject to further consultation and so may develop and change. Any changes would be put to the Board for its consideration.**

6 Adult Education Budget (AEB) implementation update

- 6.1 The Board received an update on AEB implementation to date, including the submission of the self-assessment evidence checklist to the Secretary of State for Education in August 2018, and the project dashboard, which highlighted key risks to the programme. The Board were informed that the programme was currently on track and that the team were currently working towards the AEB procurement launch in mid-October.
- 6.2 It was noted that informal feedback from the DfE on the self-assessment evidence checklist had been positive, with a formal response and draft delegation letter expected by the end of the month.
- 6.3 The Assistant Director – Skills and Employment outlined the key risks to the programme, noting that a position on audit arrangements was yet to be agreed with the ESFA, and discussions around data sharing remained

ongoing. Officers were working with the relevant bodies to mitigate these risks and an update would be provided to the Board at the next meeting.

- 6.4 Members offered their support in lobbying government on particular issues where needed. This included the issues around audit and data sharing as set out above, as well as to secure a systems offer for the second year of the AEB programme. Officers welcomed the support of the Board in these matters and it was agreed that a lobbying strategy would be brought to the next meeting.

6.5 DECISIONS:

The SfL Board:

- **Noted the Adult Education Budget (AEB) programme implementation update, including the submission of London's 'self-assessment evidence checklist' to the Secretary of State for Education;**
- **Noted the AEB implementation project dashboard; and**
- **Agreed that a lobbying strategy would be brought to the next meeting of the Board.**

7 AEB Outcomes for Londoners

- 7.1 The Assistant Director – Skills and Employment introduced the report setting out the GLA's proposed approach to the development of an outcomes-based commissioning system.

- 7.2 During the discussion, it was noted that the GLA had recently received confirmation that it could retain in-year AEB underspends, a step which was welcomed by the Board. It was noted that, depending on funding available, this could provide the opportunity to run pilot programmes as a part of the development of these proposals.

- 7.3 Building on the discussion at Item 3, members were invited to submit expressions of interest to join the SfL Outcomes Commissioning Advisory Group, which would lead on the development of this work. In addition, the Board were invited to nominate any colleagues with appropriate expertise for a place on the Advisory Group.

7.4 DECISIONS:

The SfL Board:

- **Agreed the proposed outline approach to developing an outcome-based funding model for the AEB;**
- **Noted that an advisory group for the AEB outcomes project will be established as a subordinate body of the SfL Board (as agreed at**

Agenda Item 3), with expressions of interest from members to be submitted following the meeting; and

- **Endorsed the proposal for City Hall to commission a research partner to support development of Strand 1 of the proposal, as set out in the Agenda report.**

8 100 years of adult learning celebrations and future vision

8.1 The Board were invited to discuss proposals for a celebratory event to coincide with the centenary of adult education at the City Literary Institute (City Lit) in autumn 2019. The event would celebrate the wider history of adult education in London and provide an opportunity for the Board to set its vision for the future. It would also be used to mark the launch of the commencement of the AEB in London.

8.2 A discussion was held around the proposal to follow the event with an annual skills summit which would provide an ongoing opportunity to share best practice and to promote collaboration amongst networks. While members commented that these networks already existed on a more localised level, this could provide an opportunity to bring together representatives from across the sector each year to discuss the opportunities and challenges they face. While the proposals were welcomed, it was suggested that the skills summit be supplemented with smaller local events, in order to reach out to as much of the adult learning community as possible.

8.3 To build on these ideas, a session was being arranged for the Board to come together with the Skills for Londoners Business Partnership in early 2019 to discuss this further. The session would enable the Board set their priorities and build a vision for the future of adult education in London.

8.4 DECISIONS:

The SfL Board:

- **Approved the proposal to develop plans for an event to coincide with the City Literary Institute's centenary and to use the occasion to mark the commencement of delivery of the delegated Adult Education Budget in London and to set out London's vision for future skills;**
- **Approved the proposal to develop a vision for future adult education; and**
- **Approved the proposal to hold an annual skills summit focused on promoting the work of the Board as well as skills and employment issues critical to London.**

9 Date of next meeting

- 9.1 The date of the next formal meeting of the Skills for Londoners Board and the date of the informal strategy session were to be confirmed.
- 9.2 In response to a query, it was agreed that a timeline of key decision-making points in the AEB programme would be circulated to the Board following the meeting.

10 Any Other Business the Chair Considers Urgent

- 10.1 There was no urgent business.

11 Close of Meeting

- 11.1 The meeting closed at 4.21pm.

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