

MINUTES

Meeting Skills for Londoners Board

Date Wednesday 10 April 2019

Time 10.00am

**Place Committee Room 5, City Hall,
the Queen's Walk, London SE1
2AA**

Agendas and minutes of the meetings of this Board are published at <https://www.london.gov.uk/skills-for-londoners> (except in those cases where information may be exempt from disclosure under the Freedom of Information Act).

Members in attendance:

Jules Pipe, Deputy Mayor for Planning, Regeneration and Skills, GLA (co-Chair in the Chair)

Cllr Georgia Gould, Executive Member for Skills and Employment, London Councils (co-Chair)

Cllr Ravi Govindia, Leader, London Borough of Wandsworth and Member, Central London Forward

Cllr Darren Rodwell, Leader, London Borough of Barking and Dagenham and Chair, Local London Skills and Employment Board

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

Margaret Cooney, London Plus

Kym Denny, the Mayor's Business Advisory Board

Arinola Edeh, HOLEX

Nichola Hay, the Association of Employment and Learning Providers
Angus Knowles-Cutler, London First
Gerry McDonald, Association of Colleges
Sue Terpilowski, Federation of Small Businesses

GLA Officers:

Michelle Cuomo Boorer, Assistant Director – Skills and Employment
Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships
Rachel Greenwood, Senior Project Officer (Clerk)

Others in attendance:

Nigel Keohane, Social Market Foundation
Dianna Neal, Strategic Lead – Enterprise, Economy and Skills, London Councils
Kathryn Petrie, Social Market Foundation
Steve Preston, Mime Consulting
Tim Shields, Chief Executive, London Borough of Hackney
Dick Sorabji, Corporate Director, Policy and Public Affairs, London Councils

1 Introduction and apologies

- 1.1 The Chair welcomed members to the meeting, and welcomed Kym Denny to her first meeting of the Board.
- 1.2 Apologies for absence were received from Celia Caulcott, LEAP Board Member.

2 Declarations of Interest

- 2.1 There were no declarations of interest.

3 Minutes from the previous meeting

- 3.1 The minutes of the previous meeting were agreed as a correct record.
- 3.2 Members suggested it would be useful to see a forward plan for the Board setting out the main priorities for the Board. The Skills & Employment Vision would help to shape this and would be covered in more detail at Item 9.

3.3 DECISION:

The minutes of the meeting held on 21 September 2018 were agreed as a correct record.

4 Actions arising from previous meetings

- 4.1 Members received a report that provided an update on actions arising from the previous meeting.

4.2 DECISION:

The update on actions arising from previous meetings was noted.

5 Governance and subordinate bodies

- 5.1 The Board received a report providing an update on governance arrangements for the Board, including proposals to establish three new subordinate bodies: the Skills & Employment Vision Steering Group; the Higher Level Skills Advisory Group; and the Careers for Londoners Steering Group. Members were also informed that the Board's constitution would be updated to reflect its role as the Skills Advisory Panel (SAP) for London.
- 5.2 Proposed membership for the Skills for Londoners (SfL) Construction Sub-Group (previously known as the Mayor's Construction Skills Advisory Group) was tabled for approval and it was agreed that the terms of reference for this group would be updated now its remit had widened. This included the change to the group's name.

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- 5.3 As Chair of the Outcomes for Londoners Advisory Group, Angus Knowles-Cutler provided an update on the work of the group which met for the first time in November 2018.
- 5.4 Members were keen that the subordinate bodies included a focus on lower-level skills. It was suggested that this should be embedded across all of the subordinate bodies, however officers would consider establishing a new subordinate body with a specific focus in this area if this would be useful. London Councils members were keen to ensure borough officers were involved in this work.
- 5.5 A query was raised as to whether there was a set of principles for the Board that Chairs could use to steer meetings of the subordinate bodies. It was noted that the Skills & Employment Vision due for publication later this year would underpin this and would set out what the Board hopes to achieve over the next few years.
- 5.6 In response to a query, it was noted that automation was a priority for the Skills for Londoners Business Partnership, however any members keen to be involved in this work would be welcome to express an interest in sitting on any group set up to support this.
- 5.7 It was noted that at least one Board member should sit on each subordinate body, and members were invited to express an interest in sitting on the Higher Level Skills Advisory Group, the Careers for Londoners Advisory Group or the SfL Construction Sub-Group by emailing the clerk following the meeting.

5.8 DECISIONS:

The Skills for Londoners (SfL) Board:

- (a) Noted that the SfL Board constitution would be revised to take into account its role as the Skills Advisory Panel for London;**
- (b) Agreed the membership and revised terms of reference, including the name change, for the SfL Construction Sub-Group (formerly the Mayor's Construction Skills Advisory Group);**
- (c) Agreed to formally establish the Skills and Employment Vision Steering Group; the SfL Higher Level Skills Advisory Group; and the Careers for Londoners Steering Group as subordinate bodies of the SfL Board, and approved the respective terms of reference;**
- (d) Agreed to delegate authority to the co-Chairs of the Skills for Londoners Board to confirm membership and chairing arrangements of the SfL Higher Level Skills Advisory Group and the Careers for Londoners Steering Group;**
- (e) Noted that members were invited to express an interest in joining the SfL Construction Sub-Group, the Higher-Level Skills Advisory Group and the Careers for Londoners Advisory Group;**
- (f) Noted the update on the work of the SfL Outcomes Advisory Group; and**

(g) Noted the update on the SfL Business Partnership.

6 Special Education Needs and Disabilities presentation

6.1 Steve Preston from Mime Consulting presented the GLA-commissioned research on Special Educational Needs and Disabilities (SEND) in London.

6.2 This was an area of particular concern for members, who raised a number of questions on the research and sought examples of best practice. Discussion following the presentation focused on:

- transport as a barrier to accessing education and employment;
- the mismatch between business, educators and policy makers and the need to understand the type of skills that will be needed in future years, particularly with an increase in automation. It was noted that London First has done some work in this area that would be worth revisiting; and
- the challenge of progressing those in lower-level jobs to higher-level jobs, bearing in mind the additional challenges faced by those with SEND.

A copy of the slides would be circulated following the meeting.

6.3 In response to a query on the age of the data, it was noted that the data would need to be continually refreshed, taking into account changing economic circumstances, in order to accurately understand how SEND learners are being supported on an ongoing basis.

6.4 Next steps following the research were outlined. This was a priority area for the GLA and it would be important to work collectively to identify solutions.

6.5 DECISION:

The presentation and discussion were noted.

7 Adult Education Budget (AEB) financial management and implementation update

7.1 The Assistant Director – Skills & Employment provided an update on Adult Education budget (AEB) programme implementation, and set out the overall allocation of the £306,444,875 AEB for the 2019/20 Academic Year.

7.2 Proposed grant and procured provider allocations were tabled in confidence, noting that these were subject to approval by the Mayor. An outline was also provided on the Skills for Londoners Innovation Fund (previously referred to under the working title of the Mayor's Economic Fairness Fund), which would form the mechanism by which grant-funded providers could request growth funding.

7.3 Members were keen that the Board be used to provide strategic input into the allocations approach in future years. It was noted that due to the Mayor's commitment to provide stability for the first two years of the AEB programme in

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London, minimal changes to the existing process used by the ESFA had been made to date. A business cycle for the next two years was currently being drawn up and it was agreed that this would be brought to the next meeting of the Board.

- 7.4 In response to a query, it was noted that conversations were ongoing with Department for Education (DfE) with regard to getting a data sharing agreement in place, as well as around communications. Members noted that ensuring the GLA has access to robust data would be critical to make effective funding decisions, and offered their support to lobby for this. A common voice was needed to ensure a clear message is delivered around the tools and data needed for a successful adult education programme in London.
- 7.5 A discussion was also held on the SfL Innovation Fund, and it was suggested that regeneration areas be considered as a priority area to receive innovation funding.
- 7.6 A query was raised in relation to the implementation budget shortfall, due largely to proposed funding for AEB systems development. Officers clarified that the systems work was not covered by the implementation funding initially awarded by the DfE and the GLA would resource this from its own budgets. In order to recoup some of the costs, a business case would be submitted to DfE to match-fund the systems development work in the implementation period.

7.7 DECISIONS:

The Skills for Londoners Board:

- (a) Noted the AEB financial management and implementation update; and**
- (b) Agreed that the AEB business cycle would be brought to the next meeting of the Board.**

8 Skills for Londoners Framework Consultation

- 8.1 The Board received the draft SfL Framework consultation for year 2 of AEB delivery and beyond.
- 8.2 Members welcomed the consultation at this early stage and were invited to comment on the questions asked. During the discussion, it was suggested that an additional question be added, to ask what more London could do for low-paid workers.
- 8.3 It was suggested that following analysis of the responses, different scenarios are modelled to identify the impact of any potential changes. The Board were keen that the consultation would lead to meaningful changes and asked that an opportunity is given to discuss the responses at the next meeting in June.
- 8.4 The draft consultation was due to be considered by the Mayor before launching in the next week and members were asked to share the consultation document among their networks.

8.5 DECISIONS:

The Skills for Londoners Board:

- (a) **Endorsed the proposed approach and timescales for the Skills for Londoners Framework consultation for Year 2 of AEB delivery; and**
- (b) **Endorsed the draft consultation paper and questions, including the additional question on what more London could do for low-paid workers.**

9 Skills and Employment Vision Draft Structure

- 9.1 The Board received a report setting out the proposed structure and timelines for the Skills & Employment Vision, a joint document being drafted with London Councils that would sit alongside London's Local Industrial Strategy.
- 9.2 The SfL visioning session in March had provided an opportunity for Members to begin to consider the priorities for the vision and officers would be working with the steering group (established at Item 5) over the coming months to draft the vision document which would be brought to the Board for consideration in June 2019.
- 9.3 Members welcomed the opportunity to be involved in this work, noting that it would be important to ensure it was not delivered in isolation and touched upon wider issues including housing, health and social integration.

9.4 DECISIONS:

The Skills for Londoners Board:

- (a) **Approved the draft structure of the Skills and Employment Vision; and**
- (b) **Noted that a steering group would be established to oversee the development of the vision, as agreed at Agenda Item 5.**

10 Higher Education presentation

- 10.1 The Board welcomed Kathryn Petrie and Nigel Keohane from the Social Market Foundation, who were in attendance to present the GLA-commissioned research into non-continuation in higher education in London.
- 10.2 During the subsequent discussion, members discussed the importance of working with universities to ensure that courses better catered for people from disadvantaged backgrounds.
- 10.3 The Deputy Mayor for Planning, Regeneration and Skills, alongside the Deputy Mayor for Social Integration, Social Mobility and Community Engagement, was due to host a round table with London universities to discuss the actions that could be taken to address the issues highlighted by the report. This area of work would also be a priority for the Higher Level Skills Advisory Group.

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10.4 DECISION:

The presentation and subsequent discussion were noted.

11 Date of next meeting

11.1 The next meeting of the Skills for Londoners Board was scheduled to take place at 1.30pm on 20 June 2019 at a venue to be confirmed.

12 Any Other Business the Chair Considers Urgent

12.1 There was no other business.

13 Close of meeting

13.1 The meeting ended at 12.05pm.

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