

# MINUTES

**Meeting: Skills for Londoners Board**

**Date: Thursday 20 June**

**Time: 1.30pm**

**Place: The London Connector,  
Level 6, 160 Old Street,  
London, EC1V 9BW**

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

**Members present:**

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 Liz Green, Leader, Royal Borough of Kingston upon Thames and Chair, South London Skills and Employment Board  
Celia Caulcott, LEAP  
Margaret Cooney, London Plus  
Kym Denny, the Mayor's Business Advisory Board  
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

Matt Bailey, Senior Policy Officer (Item 8)  
Julia Harrowsmith, Senior Manager, Strategy, Policy & Relationships  
Joel Mullan, Principal Policy Officer (Item 9)  
Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships  
Rachel Greenwood, Senior Project Officer (Clerk)

**Others in attendance:**

Yolande Burgess, London Councils (Item 5)  
Cllr Catherine Faulks, conservative shadow portfolio holder for employment and skills at London Councils  
David Mortimer, ERSA  
Dianna Neal, Strategic Lead – Enterprise, Economy and Skills, London Councils  
Phil Rossiter, Mime Consulting (Item 5)  
Dick Sorabji, Corporate Director, Policy and Public Affairs, London Councils  
Alex Stevenson, Learning & Work Institute (Item 9)

## **1 Introduction and apologies**

- 1.1 The Chair welcomed Members to the meeting. The Board were informed that there had been some changes to the membership since the last meeting, with Cllr Ruth Dombey and Cllr Darren Rodwell stepping down. London Councils would provide two new nominees to the Board, Cllr Liz Green and Cllr Nesil Caliskan, and these appointments would be formalised ahead of the next meeting. It was also noted that Seamus Keogh would join the Board from the next meeting as the Skills for Londoners (SfL) Business Partnership representative.
- 1.2 Apologies for absence were received from Margaret Cooney, Cllr Steve Curran, Arinola Edeh, and Cllr Ravi Govindia (Cllr Catherine Faulks attended in his stead).

## **2 Declarations of Interest**

- 2.1 There were no declarations of interest.

## **3 Minutes from the previous meeting**

### **3.1 DECISION:**

**The minutes of the meeting held on 10 April 2019 were agreed as a correct record.**

## **4 Actions arising from previous meeting**

- 4.1 The Board received a report detailing the actions arising from the previous meeting. It was noted that the business cycle requested at the last meeting had been circulated in advance and would be discussed later on the agenda.

### **4.2 DECISION:**

**The update on actions arising from the previous meeting was noted.**

## **5 16 – 18 Trajectories research**

- 5.1 Phil Rossiter from Mime Consulting presented the interim findings of the London Post-16 Education Trajectories Review, including the initial recommendations. A final version of the report was expected to be published in September 2019 and would be circulated to members once available.
- 5.2 A summary of the conversation that followed is outlined below:

**Skills for Londoners Board**  
**Thursday 20 June 2019**  
**Minutes**

- Members noted that the importance of implementing good, independent careers advice across institutions was critical, particularly as standards currently vary considerably;
- The challenges and limitations of the data were discussed. This included a discussion on SEND data and how this was factored into the research, as well as how improvements in data available should allow for better analysis in future years. Members also queried whether the Skills & Employment Knowledge Hub may go some way to tackling some of the data challenges highlighted in the presentation;
- Members commented that the larger number of schools with a sixth form in London had resulted in more learners staying in school and taking A Levels, as opposed to pursuing other routes, and queried whether this could impact on the findings;
- They also commented that achievement rates differed school-by-school, rather than by region, and this was often down to the school leadership;
- The Board suggested it would be useful to undertake further research to understand the reasons for learners not completing courses, such as if they have moved into employment, or if they are learning but not taking the final exam;
- To further feed into this work, it was suggested that officers seek to contact Dr Philip Augar in relation to his recent review of post 18 education and funding and the challenges this raises;
- Finally, members considered the potential to use the data for longitudinal mapping to decipher where the key weaknesses are in the system that impact on pupil retention and achievement rates.

5.3 Members were invited to feed in any further views on the draft recommendations prior to the final report being published in September 2019.

## **6 Subordinate Bodies**

- 6.1 The Clerk provided an update on subordinate body meetings since the last Board meeting. It was noted that the Outcomes for Londoners Advisory Group, Higher Level Skills Advisory Group and Skills & Employment Vision Steering Group had all met since April and an overview of each meeting was provided.
- 6.2 As Chair of the Outcomes for Londoners Advisory Group, Angus Knowles-Cutler provided an overview of the outcomes work to date and the involvement of the Advisory Group in its development. This would be covered in more detail later on the agenda.

**6.3 DECISION:**

**The update on Skills for Londoners Board subordinate bodies was noted.**

**7 Adult Education Budget – implementation update**

7.1 The Assistant Director – Skills and Employment provided an update on Adult Education Budget (AEB) programme implementation. It was noted that the implementation was on track for 1 August 2019 at which point the programme would move into the delivery phase. Moving forward, officers would begin looking at any changes the Mayor may want to implement to improve the programme in future, and this Board would provide key input to inform those proposals.

7.2 In response to a query, Members heard that the AEB procurement process had been a particularly complex process as the GLA had chosen to match-fund with the European Social Fund (ESF). It was noted however that as it was unlikely that European Funding would be available in any future procurement round, it would hopefully be less complex as a result. Officers were already beginning to consider the next round of procurement and how the process could be improved upon.

7.3 It was also noted that the SfL Innovation Fund that will reward grant-funded providers for growth would be a simple application process and encourage innovative ideas against mayoral priorities.

7.4 A query was raised as to what research would be undertaken to inform the AEB programme in future years, and how the Board could feed into this. Members heard that the recent SfL Framework consultation would provide feedback on how the GLA can shape the programme in future years. In addition, the skills & employment vision that will sit along London's Local Industrial Strategy will also help to shape the programme going forward. Both the SfL Board and Business Partnership had been engaged in the development of the vision, particularly through the Skills & Employment Vision Steering Group, which sits as a subordinate body to the SfL Board.

**7.5 DECISION:**

**The Adult Education Budget (AEB) implementation update was noted.**

**8 Skills for Londoners Framework consultation – emerging findings**

8.1 The Board received a presentation on the emerging findings from the Skills for Londoners Framework consultation. A summary of responses to each

**Skills for Londoners Board**  
**Thursday 20 June 2019**  
**Minutes**

question was provided and members provided their feedback, a summary of which is outlined below:

- Members asked for a definition of the London fringe, and officers agreed to circulate a list of providers that fall within this following the meeting;
- It was suggested that research should be undertaken on travel to learn patterns, noting that while London's AEB could not fund non-London residents that travel into London, this could have an impact on the overall picture of adult education in London;
- Childcare costs and providing support for young/new mothers were discussed. The Board commented that although some learner support funding is available for this, it would be good to look in more detail at how it can better be used;
- Members also considered whether further research should be done into skills shortages across different sectors. It was noted that London First has published research into this, and Angus Knowles-Cutler agreed to circulate this following the meeting;
- A discussion was also held on the importance of developing soft skills and transferable skills that are relevant across different sectors.

8.2 Members heard that a summary report and proposed recommendations would be brought to the next Board meeting in October 2019. Work would be undertaken ahead of the meeting to identify the most pressing priorities before bringing these to the Board for consideration.

**8.3 DECISIONS:**

- (a) The presentation and subsequent discussion on the emerging findings of the SfL Framework consultation were noted;**
- (b) Officers agreed to circulate a list of providers that fall within the London fringe following the meeting; and**
- (c) Angus Knowles-Cutler agreed to provide a copy of London First's research into skills shortages.**

**9 Adult Education Budget – early findings from the outcomes/impacts research**

9.1 Alex Stevenson from Learning & Work Institute provided a presentation on the early findings from the outcomes/impacts research.

9.2 During the subsequent discussion, the following points were raised:

- Members were interested in measuring self-esteem and self-advocacy, and queried if a London-wide tool could be developed;

**Skills for Londoners Board**  
**Thursday 20 June 2019**  
**Minutes**

- Measuring the impact of volunteering was also important, particularly in finding a way for it to be recorded more systematically;
- Measures should be developed to better evaluate mental health, wellbeing and social skills and linking in more broadly with adult social care. The work should also look into how associated cost savings of other provision, such as counselling or hospital care, can be measured. It was suggested that officers contact U3A (University of the Third Age) which may be able to provide input in this area.
- Data collection was discussed, and methods that could be used to better track outcomes/impacts more consistently, such as through a learner's National Insurance number. Members commented however that caution should be exercised to ensure appropriate consent is gained.

9.3 The SfL Outcomes for Londoners Advisory Group would meet again ahead of the next Board meeting to consider L&WI's final report. In the interim, work would be undertaken to refine the measures and identify the priority areas. Members suggested that consideration should be given to how priority areas may differ across boroughs and between inner/outer London.

**9.4 DECISION:**

**The presentation and subsequent discussion on the early findings from the outcomes/impacts research were noted.**

## **10 Spending Review update**

10.1 The Senior Manager – Strategy, Policy & Relationships set out steps being taken by the GLA to secure fair and sufficient funding for London through the Government's Spending Review.

10.2 It was noted that the Deputy Mayor for Planning, Regeneration and Skills had met with the Minister of State for Apprenticeships and Skills earlier in the week and discussed this further. Members also heard that the GLA was working with the M9 group of Metro Mayors on a joint submission around skills and transport.

**10.3 DECISION:**

**The ongoing work to secure fair and sufficient funding for London ahead of the Government's Spending Review was noted.**

## **11 Skills and Employment Vision**

11.1 The Board received an update on the development of the skills & employment vision that is being developed with London Councils. An outline of the

**Skills for Londoners Board  
Thursday 20 June 2019  
Minutes**

engagement work to date was provided, and the Skills and Employment Vision Steering Group would meet again in early August to review the draft vision ahead of publication in September 2019.

**11.2 DECISION:**

**The update on the skills and employment vision was noted.**

**12 Forward Plan and AEB Business Cycle**

- 12.1 The SfL business cycle and forward plan for 2019/20 were presented to the Board. The business cycle was designed to identify the key areas of work for the GLA skills & employment programmes and the points at which the Board and its subordinate bodies would feed into their development.
- 12.2 Members were invited to suggest items for future agendas via email to the Clerk following the meeting. It was suggested that evaluation, both of the Board and of the projects it influences, should feature on the forward plan.
- 12.3 The Board also suggested creating a subordinate body to focus on wellbeing and social impacts, as these are areas that regularly feature in Board discussions and feed into the wider work. Officers would work up proposals and bring these to the next meeting of the Board.
- 12.4 A query was raised as to what point the Mayor's decisions are scrutinised. It was noted that the London Assembly performs this function, and in particular the Education Panel regularly scrutinise elements of the GLA's skills programmes and are invited to provide input into key areas of work such as the SfL Framework consultation.

**12.5 DECISIONS:**

- (a) The SfL forward plan and 2019/20 Business Cycle were noted; and**
- (b) Officers agreed to work up proposals for a new subordinate body focused on wellbeing and would bring this to the next meeting of the Board.**

**13 Date of next meeting**

- 13.1 The next meeting of the Skills for Londoners Board was confirmed to take place at 1.30pm on 3 October 2019. Gerry McDonald would host the meeting at New City College's Poplar campus.

## **14 Any Other Business the Chair Considers Urgent**

14.1 There was no other business.

## **15 Close of meeting**

15.1 The meeting ended at 3.34pm.

**Contact Officer:** Rachel Greenwood, Senior Project Officer (Clerk)

**Telephone:** 020 7983 4285

**Email:** [Rachel.Greenwood@london.gov.uk](mailto:Rachel.Greenwood@london.gov.uk)