

# AGENDA

**Meeting Skills for Londoners Recovery Task and Finish Group**

**Date Wednesday, 21 July 2021**

**Time 12.00 pm**

**Place Remote Meeting**

*Agendas and summary minutes of the meetings of the Skills for Londoners Recovery Task and Finish Group will be published at [www.London.gov.uk/Skills-for-Londoners](http://www.London.gov.uk/Skills-for-Londoners) (except in those cases where information in the papers may be exempt from disclosure under the Freedom of Information Act). Meetings will not be held in public and are only open to those invited to attend by the Chair.*

**Members:**

Anna Devlet (co-Chair)  
Jamie Mitchell (co-Chair)  
John Bennett  
Cllr Nesil Caliskan  
Jordan Cummins  
Arinola Edeh  
Rupa Grahame  
Sam Gurney  
Sarah Hernandez  
Helen Milner  
Michael Morley  
Mary-Ann Stephenson  
Olivia Vicol  
Mary Vine-Morris  
Tony Wilson

Contact officer: Laura Marshall, Senior Board Officer, Skills & Employment

Telephone: 07925 127 277

Email: [Laura.Marshall@london.gov.uk](mailto:Laura.Marshall@london.gov.uk)

**1. Introduction and Apologies**

**2. Declarations of Interest**

Members to declare any disposable pecuniary interests which they have in any of the items set out on the agenda and, where applicable, consider if they should withdraw from the discussion or the meeting.

**3. Minutes from Previous Meetings (Pages 3 - 26)**

- a) Members are asked to approve the minutes of the meeting held on 11 March 2021 as a correct record.
- b) Members are also asked to approve the minutes of the informal meeting held on 24 May 2021 as a correct record.
- c) Members are also asked to approve the minutes of the informal meeting held on 15 June 2021 as a correct record.

**4. Actions Arising from Previous Meeting (Pages 27 - 28)**

To be presented by Laura Marshall, Senior Board Officer, Skills & Employment.

**5. 'No Wrong Door' Approach Update (Presentation)**

To be presented by Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships, Skills & Employment.

**6. Marketing and Communications for the Adult Education Budget and Academies Update (Oral Update)**

To be presented by Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships, Skills & Employment.

**7. Mayoral Academies Hubs Prospectus (Pages 29 - 32)**

To be presented by Rachel Roberts, Mayor's Construction Academy Programme Manager, Skills & Employment.

**8. Date of Next Meeting**

The next meeting of the Skills for Londoners Recovery Task and Finish Group is to be confirmed.

**9. Any Other Business the Chair Considers Urgent**

# MINUTES

## Meeting Skills for Londoners Recovery Task and Finish Group

**Date** Thursday 11 March 2021

**Time** 9.30am

**Place** Remote Meeting

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### Members:

Anna Devlet, British Land and SfL Business Partnership Member (co-Chair in the chair)  
 Jamie Mitchell, All Together (co-Chair)  
 John Bennett, London Borough of Lambeth  
 Arinola Edeh, SfL Board Member and HOLEX  
 Sam Gurney, Trades Union Congress  
 Sarah Hernandez, Department for Work and Pensions  
 Michael Morley, Department for Work and Pensions  
 Jon Rees, Inclusion London  
 Olivia Vicol, Work Rights Centre  
 Mary Vine Morris, Association of Colleges  
 Tony Wilson, Institute for Employment Studies

### GLA Officers:

Michelle Cuomo Boorer, Assistant Director – Skills and Employment  
 Rita Chircop, Senior Programme Manager, Good Growth, European Programmes Management Unit

Anna Cooban, Senior Policy Officer, Skills & Employment  
 Julia Harrowsmith, Senior Manager, Skills & Employment  
 Michael Heanue, Principal Policy Officer, Skills & Employment  
 James Lee, Principal Policy Officer, Skills & Employment  
 Laura Marshall, Senior Board Officer, Skills & Employment (Clerk)  
 Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships, Skills & Employment  
 Vanessa Robinson, Senior Project Officer, Skills & Employment  
 Cameron Tait, Strategy Manager, Skills & Employment  
 PeiChin Tay, Principal Project Officer, Skills & Employment

### Others in attendance:

Dianna Neal, Strategic Lead – Enterprise, Economy and Skills, London Councils

## **1 Introduction and apologies**

- 1.1 The Chair welcomed members to the meeting.
- 1.2 Apologies for absence were received from Cllr Nesil Caliskan, Jordan Cummins, Rupa Grahame, Kirsi Kekki,<sup>1</sup> Helen Milner and Mary-Ann Stephenson.

## **2 Declarations of Interest**

- 2.1 There were no declarations of interest.

## **3 Minutes of the previous meeting**

- 3.1 **RESOLVED:**  
**The minutes of the meeting held on 10 February 2021 were agreed as a correct record.**

## **4 Governance Update**

- 4.1 Members heard that the pre-election period for the 2021 GLA (Mayor of London and London Assembly) elections would last from 22 March 2021 until Thursday 6 May 2021.
- 4.2 The Senior Board Officer explained that Skills for Londoners (SfL) subordinate bodies would be disbanded at the start of the pre-election period, and during this time officers would undertake a review of the subordinate bodies to ensure they continued to meet the needs of the SfL Board and Business Partnership and were responsive to any new policy development and manifesto commitments, particularly in light of the COVID-19 recovery work. Officers would also review the subordinate bodies to ensure they reflected Mayoral manifestos/new commitments. The Senior Board Officer explained that GLA officers would be in touch after the election to outline the next steps for the Group.
- 4.3 **RESOLVED:**  
**The Skills for Londoners (SfL) Recovery Task and Finish Group noted the update.**

## **5 Academies Progress Overview: Green Skills and Creative Skills Academies**

- 5.1 The Senior Manager outlined the 'Helping Londoners into Good Work' mission, explaining that the mission aimed to support Londoners into good jobs with a focus on sectors key to London's recovery. Members heard that the mission aimed to help those hit hardest by the pandemic which included young people, low paid and low

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<sup>1</sup> Kirsi Kekki and Sam Gurney attend the SfL Recovery Task and Finish Group meetings on an alternating basis, representing the Trades Union Congress (TUC).

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skilled workers, women, the unemployed and those at risk of redundancy, older workers, disabled people, and Black Asian and minority ethnic (BAME) Londoners. The sector specific London 'Academies' aimed to support Londoners to gain relevant skills and move into good work in digital, health, social care, green economy and creative and cultural industries.

- 5.2 The Senior Policy Officer explained that the Mayor had an ambition to make London net zero carbon by 2030. She outlined several key challenges to achieving this aim, which included employers facing key skills gaps (especially around heat pump installers), Londoners not being aware of green jobs and green training opportunities, the lack of diversity in the green sector and difficulties around defining the 'green economy' in the present as well as the future.
- 5.3 Members heard that there were opportunities to create training and into-work programmes for Londoners in green sectors and to create joint skills and environment programmes. It was also noted that there were opportunities to provide routes for BAME and female Londoners to enter green industries, as well as opportunities for Londoners hardest hit by the pandemic to move into growing industries.
- 5.4 The Senior Policy Officer explained that after employer consultations, four areas came up consistently as areas where there were challenges in addressing skills gaps. These included low carbon: building technologies; low carbon: alternative fuel vehicles; green spaces; and active travel infrastructure.
- 5.5 James Lee, the Principal Policy Officer explained that COVID-19 had had a profound impact on culture and the creative industries, with long term problems including skills gaps, a lack of diversity and difficult entry routes. However, it was noted that there were still opportunities in the cultural and creative sectors around economic growth and job creation, as seen by 90% of productions being back up and running with COVID-19 safe guidance.
- 5.6 Members heard that after initial discussions with a variety of stakeholders, the Creative Sector Academy was likely to focus on film and TV, including animation and visual effects (VFX), as well as gaming.
- 5.7 It was noted that a Creative Sector roundtable, which included stakeholders representing film, TV, animation, VFX and gaming, took place on 5 March 2021. The Principal Policy Officer highlighted that stakeholders questioned whether VFX should be included in the focus of the Creative Sector Academy, as VFX was a graduate recruitment area. Stakeholders confirmed the importance of work experience and internships for the creative and cultural sector and the need for diversity in the Creative Sector Academy. Stakeholders had questions around how a Creative Sector Academy could include freelance workers and apprenticeships and how there could be further education/higher education collaboration within the Creative Sector Academy.

*[Dianna Neal joined the meeting].*

- 5.8 The Principal Policy Officer outlined the aim and the draft objectives for the Creative and Cultural Skills and Green Skills Sector Academies, current and potential resources for the Sector Academies, the minimum model of delivery, as well as any additional delivery asks for the Sector Academies and the next steps for this work.

**5.9 RESOLVED:**

**The SfL Recovery Task and Finish Group noted the presentation and update.**

## **6 Academies Deep Dive: Green Skills and Creative Skills**

- 6.1 The Chair explained that members would be split into two break out groups, one focussing on the Green Skills Sector Academy and the other focussing on the Creative Skills Sector. Members would be asked to discuss the draft objectives for the Creative and Cultural Skills and Green Skills Sector Academies, what the minimum Academy model offer should be and what additional delivery asks could there be for the Sector Academies.
- 6.2 Members discussed the above questions within their breakout groups and re-joined the Group to share the key discussion points.
- 6.3 Mary Vine Morris summarised the key points discussed by the breakout group that focussed on the Creative and Cultural Skills Sector Academy:
- The importance of acknowledging what work had already taken place and that previous work should be referenced. Examples included Bectu's Theatre Diversity Action Plan which was an innovative approach to tackling the lack of diversity in the theatre workforce and the Talent Development programme of Stride (a partnership of several London boroughs including Lambeth, Southwark, Lewisham and Wandsworth), which had funded a number of pilot projects in the creative sector to improve diversity within the sector.
  - There was a discussion on why Creative and Cultural Skills had been chosen as a Sector Academy, with members agreeing that it made sense to focus on one aspect of the creative sector.
  - The need for this work to be driven by evidence, specifically around what jobs there were and what jobs would be available with the right support being made available to learners, especially those learners that had been hit hardest by the pandemic.
  - The importance of informed choice – people needed to understand what they were getting involved with as well as knowing what their rights were.
  - The need to test the freelance model, referencing the new flexibility in the apprenticeship model (acquiring knowledge and skills and build over time).
  - The importance of working with employers, questioning what capacity there was to change the industry, change employers and encourage them towards 'good work' and encourage them to meet the needs of a diverse community.
  - The importance of the quality of learner experience.
  - The importance of collaboration and bringing people together, acknowledging that this would require facilitation.
- 6.4 Tony Wilson outlined the points discussed by the breakout group that focussed on the Green Skills Sector Academy:

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- There was a discussion around the suggested objectives for the Sector Academies (as outlined in the earlier presentation) with the group agreeing with most of the objectives.
- Members felt that the Green Skills Sector Academy could be framed around a smaller number of objectives which included:
  - simulating green growth and supporting the transition to net zero carbon;
  - helping employers to meet the demand for skilled work;
  - supporting inclusive jobs recovery and the need to prioritise disadvantaged groups; and
  - the need to build up capacity and capability and being flexible and responsive to future changes.
- The importance of working effectively with employers and Job Centre Plus.
- The need to focus on new green jobs rather than the content of existing jobs, acknowledging that most jobs would be affected by the transition to net zero carbon.
- The importance of supporting new entrants and disadvantaged groups, especially those impacted by the pandemic.
- Members discussed the design of the Green Skills Sector Academy, specifically focussing on potential users and audiences (individuals, employers, boroughs, providers and the public) and concluding that there were several key user audiences that needed to understand what the Sector Academy model looked like.
- The need for the starting point to build on existing provision, with members discussing Sector-based work academies (including the example of Barnet Southgate College and external wall insulation).
- The potential of building on the Quality Mark model used in the Mayor's Construction Academy.
- The need to address any gaps and identify opportunities, e.g. through changes to apprenticeships, or by extending the period of training permitted within the sector-based work academies approach.
- The importance of sharing best practice between boroughs and shining a light on what was working well.
- The importance of brand and ensuring that there was buy in to green jobs and the green brand.
- The potential gap around self-employment (as seen with the high numbers of self-employed in the construction sector) and the need for the skills system to support the self-employed.

6.5 The Senior Project Officer explained that the GLA was looking to contract an external partner organisation to conduct a research project that would identify courses which supported the acquisition of skills in 'green' sectors in London. Members heard that the research would identify existing Adult Education Budget (AEB) courses that mapped onto the skills required for occupations in 'green' sectors. The research

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would also identify courses not currently funded by the AEB, but which could be, that formed part of the full training pathways for workers to qualify for entry-level jobs in green sectors.

- 6.6 Sam Gurney highlighted that there were several critical elements of good work that needed to be covered in the Sector Academies. He explained that as part of the Sector Academy work, there was a need to make sure that people were aware of what they should expect in a job and what they were entitled to. He also felt that there was a need to prioritise those who had been disproportionately impacted by pandemic.
- 6.7 He went on to explain that sectors of the economy would need to change in order to meet the net zero carbon by 2030 challenge. Members heard that in order to meet this challenge, jobs could go and there would be a need to make sure that these workers were included in any prioritisation groups.
- 6.8 The Chair thanked the Senior Policy Officer and the Principal Policy Officer for their presentation and for facilitating the breakout groups, as well as thanking members for their input.
- 6.9 **RESOLVED:**  
**The SfL Recovery Task and Finish Group noted the discussion.**

## **7 Date of next meeting**

- 7.1 The next meeting of the Skills for Londoners Recovery Task and Finish Group was yet to be scheduled.

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

- 8.1 The Chair outlined the next steps for the Group and officers reiterated the principles and rules around GLA communication during the pre-election period.
- 8.2 Mary Vine-Morris suggested that there was a real need to understand what was going on regarding London's recovery, across London. The Senior Manager – Strategy, Policy & Relationships agreed, explained that the GLA wanted to build on good practice and confirmed that the GLA sat on several sub-regional level boards and would continue to work with the Sub-Regional Partnerships. Members heard that after the pre-election period, the GLA would have more opportunities for formal engagement and planning for this would take place during the pre-election period.
- 8.3 **RESOLVED:**  
**The SfL Recovery Task and Finish Group noted the discussion.**

## **9 Close of meeting**

- 9.1 The meeting ended at 10.54am.



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**Contact Officer:** Laura Marshall, Senior Board Officer, Skills & Employment

**Telephone:** 07925 127 277

**Email:** [Laura.Marshall@london.gov.uk](mailto:Laura.Marshall@london.gov.uk)

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# MINUTES

## Meeting Skills for Londoners Recovery Task and Finish Group – Informal Meeting

**Date** Monday 24 May 2021

**Time** 9.30am

**Place** Remote Meeting

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### Members:

Anna Devlet, British Land and SfL Business Partnership Member (co-Chair in the chair)  
 Jamie Mitchell, All Together (co-Chair)  
 Cllr Nesil Caliskan, SfL Board member and Leader, London Borough of Enfield  
 Jordan Cummins, Confederation of British Industry [Items 1 – 5]  
 Arinola Edeh, SfL Board Member and HOLEX  
 Rupa Grahame, Deputy Chair of the SfL Business Partnership, and Sainsbury's [Items 1 – 5]  
 Sarah Hernandez, Department for Work and Pensions  
 Mary Vine Morris, Association of Colleges

Tony Wilson, Institute for Employment Studies

### GLA Skills & Employment Officers:

Michelle Cuomo Boorer, Assistant Director – Skills and Employment  
 Laura Dubeck, Senior Manager – AEB Delivery, Skills & Employment  
 David Lee, Senior Manager – Economic Recovery, Strategy and Communications  
 Laura Marshall, Senior Board Officer, Skills & Employment (Clerk)  
 Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships, Skills & Employment

## **1 Introduction and apologies**

- 1.1 The Chair welcomed members to the meeting.
- 1.2 Apologies for absence were received from John Bennett, Sam Gurney, Kirsi Kekki, Helen Milner OBE, Michael Morley, Jon Rees, Mary-Ann Stephenson and Olivia Vicol.

## **2 Declarations of Interest**

- 2.1 The Senior Board Officer explained that two confidential PowerPoint presentations on the Sector Academies and the 'No Wrong Door' approach/ Adult Education Roadmap would be circulated to the Group for Item 6 and questioned whether any members had a conflict of interest.
- 2.2 Cllr Nesil Caliskan and Tony Wilson explained that they could have a conflict of interest for the No Wrong Door discussion as their organisation/borough could bid into this work.
- 2.3 The Senior Board Officer explained that she would only circulate the confidential PowerPoint presentation on the Sector Academies to Cllr Caliskan and Tony Wilson. Cllr Caliskan and Tony Wilson agreed to leave the discussion on the 'No Wrong Door' approach/ Adult Education Roadmap.

## **3 Governance Update**

- 3.1 The Senior Board Officer highlighted that as the Mayoral Election had taken place and the Pre-Election Period had come to an end, the Skills for Londoners (SfL) Board, Business Partnership and subordinate bodies could meet again.
- 3.2 Members heard that during the Pre-Election Period, GLA Officers had reviewed the subordinate bodies to ensure they continued to meet the needs of the Board and Business Partnership and that they reflected the Mayor's manifesto and any new commitments.
- 3.3 The Senior Board Officer explained that GLA Officers wanted to arrange this meeting as soon as possible after the Mayoral Election due to the urgency and importance of the recovery work.
- 3.4 The Group noted that the meeting was an informal meeting as all subordinate bodies would need to be formally re-established at the first SfL Board meeting which would take place on 29 June 2021. A report outlining the memberships and Terms of Reference for each of the subordinate bodies would be brought to the SfL Board for approval. Members heard that future meeting dates would be scheduled over the next few weeks.
- 3.5 **RESOLVED:**  
**The Skills for Londoners (SfL) Recovery Task and Finish Group noted the update.**

## **4 Mayoral Election and Manifesto Focus**

- 4.1 The Assistant Director – Skills & Employment explained that skills and employment was at the heart of the Mayor's agenda for this mayoral term and at the heart of London's recovery. Members heard that the Clerk would circulate some PowerPoint slides on the Mayor's manifesto priorities after the meeting.
- 4.2 Members heard that the Mayor had made a series of commitments around the Adult Education Budget (AEB). A key pledge was to increase the funding from the AEB to support Londoners on low incomes and those that face the most barriers to progression. The Group also heard that the remaining pledges broadly reflected the recovery missions, specifically around establishing four Sector Academies (green skills, digital & technology, health & social care and creative).
- 4.3 Members noted that the Mayor had pledged to be London's further and higher education sector's champion, pledging to meet with Further Education (FE) and Higher Education (HE) colleagues regularly and to champion some of the key issues that colleges and universities were facing (either within the GLA's remit or lobbying government on the FE and HE sector's behalf).
- 4.4 During the subsequent discussion, the following points were raised:
- Members were concerned that England was the only nation that did not have an ESOL strategy. Members suggested that further devolution could provide the opportunity for London to lead the way on an ESOL strategy that pulled the varying strands together. The Assistant Director – Skills & Employment confirmed that the GLA was keen to review this through the Adult Education Roadmap.
  - Members commented that it was good news that the Mayor's manifesto commitments reflected the recovery missions, especially as so much work on the missions had already taken place. Members agreed that it was helpful that there had not been a change in direction and work could now be accelerated. The Assistant Director – Skills & Employment emphasised that the new Mayoral term was a three year term and there was a real push to deliver on the manifesto commitments.
  - Several members felt that there was also a renewed sense of civic leadership from business. Jamie Mitchell highlighted that the Confederation of British Industry (CBI) were launching their 'Seize the Moment' report on 24 May 2021, explaining that this report demonstrated that the business community was adopting a progressive vision.
  - There were questions around the timelines of the Sector Academy work, specifically querying what was achievable in the three year mayoral term and how active would the GLA wanted businesses to be alongside this work strand. The Assistant Director – Skills & Employment explained the activity would start straight away and work with stakeholders would need to take place immediately in order to galvanise relationships.
  - The Chair felt that it was important to understand where the gaps in employment were at an area and sector level. The Assistant Director – Skills & Employment explained that a team of economists had been working on projections. She also highlighted that a lot of work had taken place in order to understand where

employers were struggling to recruit, as part of the Sector Academies work strand. This work had identified specific sectors in need of an academy, with members noting that more information on this would be covered in Agenda Item 6.

**4.5 RESOLVED:**

- (a) The update and subsequent discussion were noted; and**
- (b) The Clerk would circulate some PowerPoint slides on the Mayor's manifesto priorities after the meeting.**

**5 Discussion of Any Gaps following End of Government Schemes (Oral Update)**

- 5.1 The Chair felt that it was important to understand and unpick which sectors/employers were struggling to recruit as businesses were reopening after the pandemic. Tony Wilson explained that the HM Revenue and Customs (HMRC) 'Pay As You Earn' (PAYE) data for April 2021 was now available, highlighting that employment grew by 100,000 across the UK and one third of the growth was in London.
- 5.2 Tony Wilson explained that it was important for the GLA to focus on hospitality, highlighting that replacement demand was more important than expansion demand when thinking about future recruitment. He explained that the high turnover in the hospitality sector had been frozen for a year due to the pandemic and employers would now be feeling the effects as younger people had already moved onto different employment. Alongside this, businesses were opening up at the same time, as well as there being no international market due to the traffic light system on travel.<sup>1</sup> He felt that it would be helpful to have data on new vacancies and the duration that vacancies were open for.
- 5.3 Jamie Mitchell agreed that the hospitality sector was struggling with recruitment. He suggested that this could be due to the massive reopening after lockdown, but suggested that there could be a permanent shift, highlighting that wages in lower, middle management were rising.
- 5.4 Tony Wilson explained that he was also concerned about the impact of landlords evicting tenants, as the ban on rental property evictions enforced by bailiffs in England would end on 31 May 2021, as well as when creditors could recall debts. He highlighted that there was a lack of understanding on who the high risk clients were. It would be important to have a granular understanding of where the risks were and in which sectors. For example, if a museum/theatre/cinema closed, another museum/theatre/cinema would not reopen in its place, whereas it was likely that if a bar closed in central London, another bar could take its place. Members also noted that it was important for local authorities to understand landlord behaviours as well as resident debt.
- 5.5 Mary Vine-Morris explained that key skills such as financial inclusion, employability, resilience and coping skills would normally be an important part of student learning.

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<sup>1</sup> From 17 May 2021, the 'Stay in the UK' regulation had come to an end and international travel restarted, governed by a new traffic light system.

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She highlighted that a lot was being condensed by deadlines as providers were trying to get learners through to the end of their programmes. This was ultimately impacting on the teaching of key skills and there could be gaps moving forward. She also highlighted that a lot of learners had chosen to delay their studies for the year due to the pandemic so it was likely that there would be pent up demand as things reopened.

- 5.6 Sarah Hernandez provided an update on the work of the Department for Work and Pensions (DWP), Job Centre Plus (JCP) and the KickStart Scheme.<sup>2</sup> She highlighted that a key focus for the DWP was on supporting young people, supporting those that were coming to the end of their KickStart programme, and those people with complex needs. She explained that it was important that no one was left behind, and support was made available to everyone that needed it, outlining programmes such as the Work and Health Programme<sup>3</sup>, Job Entry Targeted Support (JETS) Programme<sup>4</sup> and the Restart Scheme<sup>5</sup>. She highlighted that there were a lot of unknowns and milestones ahead, (especially as the Coronavirus Job Retention Scheme would come to an end in September 2021 and the uncertainty around to what extent the labour market would bounce back) but explained that the DWP and JCP were focussed on providing face-to-face support for those needing employment.

5.7 **RESOLVED:**

**The SfL Recovery Task and Finish Group noted the discussion.**

*[Jordan Cummins and Rupa Grahame left the meeting].*

## **6 Good Work Mission Update**

### Mayor's Sector Academies

- 6.1 The Senior Manager – AEB Delivery updated the Group on the Mayor's Sector Academy programme, specifically outlining the context of the work, the proposed programme overview and the focus of the sectors.
- 6.2 Mary Vine Morris suggested that the Sector Academies could build on the mayoral manifesto commitment to invest in building more capacity and expertise of teachers to create a more inclusive education and skills system.
- 6.3 Tony Wilson suggested that it could be useful to link JCP provision and the Restart Scheme with the Sector Academies, highlighting that there would be a lot of disadvantaged Londoners on the Restart Scheme needing employment. He acknowledged that there could be an issue around double payments but felt that creating a direct link between the provisions and employment would be helpful. Sarah Hernandez asked that she would like to be involved in any conversations

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<sup>2</sup> The Kickstart Scheme provides funding to employers to create jobs for 16 to 24 year olds on Universal Credit.

<sup>3</sup> The Work and Health Programme helps you find and keep a job if you're out of work.

<sup>4</sup> The Job Entry Targeted Support (JETS) Scheme, backed by a £238 million investment, was rolled out in response to the economic crisis precipitated by the COVID-19 pandemic, and aims at helping those out of work for three months.

<sup>5</sup> The Restart Scheme would give Universal Credit claimants who had been out of work for at least 12 months enhanced support to find jobs in their local area.

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linked to this point as it was important that the dots were being joined up to best support people.

- 6.4 Jamie Mitchell highlighted that it would be useful if he could discuss issues around the hospitality sector linked to the Sector Academies programme with the Senior Manager – AEB Delivery outside of the meeting to ensure that the programme represented the hospitality sector in the best way. The Senior Manager – AEB Delivery agreed that this would be helpful and suggested that the Clerk would get in touch to organise a meeting.
- 6.5 Arinola Edeh suggested that careers, education, information, advice and guidance would be key for all the Sector Academies and the pathways and the long-term trajectory needed to be clear. She also explained that resilience and agility (as well as other transferrable skills) were important so that people could cross sectors if they needed to, depending on the needs of the labour market.

*[Cllr Nesil Caliskan and Tony Wilson left the meeting].*

London Recovery Update – Good Work ('No Wrong Door' approach, careers activity and the Adult Education Roadmap)

- 6.6 The Senior Manager – Strategy, Policy & Relationships updated the Group on the work that had taken place on London's recovery since the Group last met in March 2021, specifically providing updates and timelines on the 'No Wrong Door' approach, careers activity and the Adult Education Roadmap.
- 6.7 The Chair and other members felt that the development of these strands was fast-paced, with the Chair suggesting that it would be useful to have an update on the 'No Wrong Door' approach and careers activity in the next few weeks. Forogh Rahmani agreed and explained that the Clerk would organise an additional informal meeting in the next few weeks.
- 6.8 **RESOLVED:**  
**The SfL Recovery Task and Finish Group noted the discussion.**
- (a) **The updates, PowerPoint presentations and subsequent discussion were noted;**
  - (b) **The Clerk would arrange a meeting between Jamie Mitchell and the Senior Manager – AEB delivery to discuss the hospitality sector and the Sector Academies programme; and**
  - (c) **The Clerk would arrange an informal meeting so that members could have an update on the 'No Wrong Door' approach and careers activity.**

## **7 Date of next meeting**

- 7.1 The next meeting of the SfL Recovery Task and Finish Group was to be confirmed.

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

- 8.1 There was none.



## **9 Close of meeting**

9.1 The meeting ended at 11.04am.

**Contact Officer:** Laura Marshall, Senior Board Officer, Skills & Employment

**Telephone:** 07925 127 277

**Email:** [Laura.Marshall@london.gov.uk](mailto:Laura.Marshall@london.gov.uk)

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# MINUTES

## **Meeting: Skills for Londoners Recovery Task and Finish Group – Informal Meeting**

**Date: Tuesday, 15 June 2021**

**Time: 9.30 am**

**Place: Remote Meeting**

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### **Members:**

Jamie Mitchell, All Together (co-Chair in the chair)  
 Anna Devlet, British Land and SfL Business Partnership Member (co-Chair)  
 John Bennett, London Borough of Lambeth  
 Arinola Edeh, SfL Board Member and HOLEX  
 Sam Gurney, Trades Union Congress  
 Helen Milner OBE, Good Things Foundation [Item 5-8]  
 Mary Vine Morris, Association of Colleges

### **GLA Skills & Employment Officers:**

Michelle Cuomo Boorer, Assistant Director – Skills and Employment  
 David Lee, Senior Manager – Economic Recovery, Strategy and Communications  
 Laura Marshall, Senior Board Officer, Skills & Employment (Clerk)  
 Andrew Moffat, Regional Lead, London Enterprise Adviser Network, Team London (Volunteering)  
 Forogh Rahmani, Senior Manager – Strategy, Policy & Relationships, Skills & Employment  
 Atif Shafique, Senior Project Officer, Skills & Employment

### **Others in attendance:**

Dianna Neal, Strategic Lead – Enterprise, Economy and Skills, London Councils  
 Inna Yordanova, Principal Policy and Project Officer - Employment & Inclusive Growth, London Councils

## **1. Introduction and apologies (Item 1)**

- 1.1 The Chair welcomed members to the informal meeting.
- 1.2 Members heard that Kirsi Kekki had left the Trades Union Congress. Kirsi was a member of the SfL Business Partnership as well as a member of this Group. Members noted that the Clerk was currently drafting a thank you letter to be sent from the Mayor.
- 1.3 Apologies for absence were received from Cllr Nesil Caliskan, Jordan Cummins, Rupa Grahame, Sarah Hernandez, Michael Morley, Jon Rees, Mary-Ann Stephenson, Olivia Vicol, and Tony Wilson.

## **2. Declarations of Interest (Item 2)**

- 2.1 There were no declarations of interest.

## **3. Actions arising from previous meeting (Item 3)**

### **3.1 RESOLVED:**

**The actions arising from the previous meeting were noted.**

## **4. Hospitality Roundtable (Item 4)**

- 4.1 The Chair explained that he had chaired a Hospitality Roundtable with businesses from the sector on 8 June 2021.
- 4.2 Members heard that the following challenges were raised during the Roundtable:
  - There had been a disruption to the pipeline of young people coming into the industry during the pandemic.
  - The jobs and skills that were most in need in the short term were security, door staff, housekeeping and kitchen teams. Many of these roles were previously filled by EU workers and agency staff.
  - In London, a significant proportion of foreign workers in the sector had left the country, and many were not returning from furlough into the hospitality industry.
  - English for Speakers of Other Languages (ESOL), digital skills and languages in hospitality and tourism were needed.
  - Staff and skills shortages had created an inflationary pressure on salaries due to a high demand for skills in the sector and poaching of staff between competitors.
  - Many felt that there was a negative perception of the hospitality industry as a

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career of choice and suggested that there was a need to change the image of the sector as a positive career choice.

- Employers found it difficult to connect with people who were seeking work.
- Many suggested that apprenticeships provided opportunities for the industry to attract new talent.
- The extension of the congestion charge into the evening had increased expenses for workers who worked night shifts and previously drove to work.
- Diversity and inclusion also needed to be addressed. Large parts of the industry were male dominant, such as security and kitchen staff.

4.3 The Chair explained that the following actions were underway or had been proposed to respond to the challenges outlined above, including:

- The extension of the sector skills academies programme to include hospitality.
- Producing a guidance document for hospitality businesses on existing programmes/support and contact details of government representatives.
- Working with apprenticeship levy paying businesses to pledge their unspent levy to create new hospitality apprenticeships.
- Continuing to support calls by the industry for a 'coronavirus recovery visa' to help bring foreign workers back quickly after lockdown.
- Promoting the sector as a career option for Londoners.
- Encouraging the adoption of the London Living Wage and Good Work Standard to address the challenges of low wages, job security, employee development/ progression and diversity in the sector.
- Officers also planned to organise similar Roundtables for other key sectors.

4.4 Mary Vine Morris questioned whether training providers and colleges within the sector had been invited to the Roundtable. The Assistant Director – Skills & Employment explained that the Roundtable only included businesses from the hospitality sector and there was some representation from the Sub-Regional Partnerships (SRPs). She highlighted that the key observation from the Roundtable was that the business community were not clear on what services were available to them, suggesting that there was a role for the Mayor to promote what services were available and how business could access these services. Members heard that the Skills & Employment Unit were taking this feedback away and looking at it from a marketing/communications perspective.

4.5 Mary Vine Morris highlighted that providers needed to have an input, for example, she felt that the London Progression Collaboration was better at informing employers on what the offer was than a Kickstart – Guide for Employers leaflet. The Chair highlighted that UK Hospitality had a key role to play as they were a powerful advocate for the industry, and they did a lot of work in this area.

4.6 Arinola Edeh suggested that there was a disconnect in terms of what businesses from all sectors were saying they needed and the fact that there were people in

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need of employment. She explained that it was important that the opportunities were visible and there was a need to make sure that the right people were in front of employers. The Chair agreed, highlighting that this was the reason the work of the Sector Academies would be so important moving forward.

- 4.7 Sam Gurney explained that it was important to state that there were calls for a 'coronavirus recovery visa' but this could not be tied to employment sectors. Members heard that there would be a danger of precedence, where a visa was tied to an employer which could leave an employee open to exploitation. He explained that the workings of the coronavirus recovery visa would be very important and was happy to pick these points up outside of the meeting with officers.

4.8 **RESOLVED:**

**The Skills for Londoners (SfL) Recovery Task and Finish Group noted the update.**

**5. Update on the Career Hubs (Item 5)**

- 5.1 The Regional Lead, London Enterprise Adviser Network, Team London (Volunteering) outlined the work of the London Enterprise Adviser Network (LEAN), current LEAN delivery and its impact, and the future of the LEAN beyond 2021.
- 5.2 He highlighted that the GLA were due to establish four Careers Hubs in London in September 2021. Members heard that there would be a Careers Hub in each of London's SRP areas and each Hub would build on the work of the existing LEAN in that area. They would ensure that all young people had the information, skills and experiences they would need to make informed choices about their future careers.
- 5.3 Members heard that the GLA had pledged to make the Careers Hubs available to every mainstream secondary school, Further Education (FE) college, alternative provision institution and special school in London by 2024. Members noted that this pledge aligned with Government commitments to the continued expansion of the Careers Hub model across the country in the "Skills for Jobs: Lifelong Learning for Opportunity and Growth" report.
- 5.4 The Group heard that the Careers Hubs programme was led by The Careers & Enterprise Company and was match-funded by the Department for Education. The value of the proposed expansion was £11.5m over three years.

*[Helen Milner joined the meeting].*

- 5.5 The Chair explained that it was important for the GLA to ensure that enterprise was a career option which was embedded into any hubs programme. He explained that younger people were naturally entrepreneurial and business creation was an economic driver. The Regional Lead confirmed that there was no dedicated strand for enterprise as part of the Careers Hub, but members heard that the GLA was working with an organisation called Skills Builder. This organisation reviewed the skills someone would need for future careers, which included enterprise and

entrepreneurship as important skills.

- 5.6 Members noted that over 40 per cent of the enterprise advisers came from small and medium-sized enterprises, explaining that there was a lot of enterprise representation for those working with schools and colleges through the Careers Hubs. The Chair explained that he would be happy to follow up on this issue outside of the meeting, highlighting that he had written a policy paper titled 'Enterprise and Youth Unemployment – the Hidden Opportunity' which he offered to share with officers and members.
- 5.7 Anna Devlet highlighted that she was keen to understand what being a 'cornerstone employer' would mean for the Careers Hubs programme and asked to pick this up with officers outside of the meeting.
- 5.8 Several members felt that the name 'Careers Hub' should be reconsidered, specifically highlighting that younger people had a positive impression of entrepreneurs and if the name was not right, this may result in cutting off a route automatically. Linked to the naming of the Careers Hubs, Anna Devlet explained that it was also important for work to be done on the promotion of certain sectors (such as retail and hospitality) as good careers and changing the mindset of young people, their networks and families.
- 5.9 Arinola Edeh suggested that the work of the Sector Academies should be linked to the cornerstone employers of the Careers Hub programme to avoid fragmentation of initiatives trying to achieve similar aims. She explained that employers were time-poor, and it was important to make everything as simple and linked up as possible. The Regional Lead confirmed that he had been working closely with the Sector Academies team, explaining that he had suggested that it may be useful for the businesses that were engaging with the Sector Academies programme to nominate someone to sit on the cornerstone employer groups to link the two.
- 5.10 Mary Vine Morris suggested that the Careers Hub model sounded like it was primarily aimed at schools rather than colleges. She questioned whether the Careers Hubs had been designed to address the issues of adult skills and adult careers guidance, specifically querying how this programme would link in with the 'No Wrong Door' approach. She felt that the Careers Hub programme was a small part of the solution but not the answer to the skills challenge that the GLA had set itself in London.
- 5.11 The Senior Manager – Strategy, Policy & Relationships agreed that the Careers Hubs on their own, would not solve the overall careers challenge. She also agreed that the Careers Hubs were primarily directed at young people. Members heard that the GLA were trying to make the programme work for colleges and confirmed that it would be useful to have a conversation with FE and adult learning providers outside of the meeting to understand how the LEAN be improved and how the other strands of Careers Hubs could be used to support adult learning.
- 5.12 Members heard that the next item would provide more information on the 'No Wrong Door' approach. The Senior Manager – Strategy, Policy & Relationships explained that officers were looking at the relationship the GLA had with

Prospects,<sup>1</sup> to be more responsive to skills needs and to understand what the GLA could do to support the join up the variety of services in place.

**5.13 RESOLVED:**

- (a) The update, presentation and subsequent discussion were noted;**
- (b) The Clerk would circulate a policy paper written by the Chair, titled 'Enterprise and Youth Unemployment – the Hidden Opportunity' after the meeting; and**
- (c) Members agreed that it would be useful for GLA officers to set up a meeting with FE and adult services providers to discuss how the other strands of the Careers Hub programme could support adult learning.**

**6. Update on the 'No Wrong Door' Approach (Item 6)**

- 6.1 The Senior Project Officer, GLA and the Principal Policy and Project Officer - Employment & Inclusive Growth, London Councils talked the Group through the 'No Wrong Door' proposals, specifically providing an overview of the key features and desired outcomes, the key objectives of the initiative, the proposed interventions and how the proposals aligned with the Careers Hubs. Members also heard details around how the GLA and London Councils had engaged and would engage with businesses further, explaining what the user journey and 'minimum viable product' of the research and innovation programme could look like at a high level.
- 6.2 Arinola Edeh explained that there was a need to raise the profile of what was already available, and this would need to be at the core of the 'No Wrong Door' approach. She highlighted that she had concerns around taking a total SRP level focus and suggested that a more local level could work better (for example, every day people were unlikely to know which sub-region they lived in). She felt that a pan-London campaign was needed and branding that could then be aligned for local use.
- 6.3 The Senior Project Officer explained that the GLA and London Councils had spoken with boroughs and SRP leads to discuss what level of engagement was needed, highlighting that a level of flexibility would be built into the design of the Integration Hubs.
- 6.4 Members questioned whether the Integration Hubs would be virtual or physical, questioning how the Hubs would work. Arinola Edeh highlighted that infrastructure within the skills and employment system already existed and it would be important to map what was already available. The Senior Project Officer confirmed that the Integration Hubs would be virtual, and the allocated budget would be used to recruit staff who would deliver the activities of the Integration Hubs.
- 6.5 Members heard that there was a mix of people needing support, including highly

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<sup>1</sup> Prospects provide a portfolio of graduate career and postgraduate study recruitment options and work in close partnership with Higher Education (HE) and FE professional bodies and government to deliver services that benefit the sector as a whole.



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skilled people who needed to know who to go to for help, as well as people with low/no skills who also needed access to services. Arinola Edeh highlighted that the proposed Toolkits would need to be useful and accessible to the different types of people who were at different stages of their career. She explained that there was a need to understand the different personas that would need support and there should not be a 'one size fits all' approach for this work.

- 6.6 The Senior Project Officer agreed that it was important to understand who these interventions would support and how. Members heard that the GLA were planning on carrying out some research to understand user journeys and the barriers/opportunities to support learners. Arinola Edeh explained that a lot of work had already been done on understanding user journeys, barriers and opportunities for learners at a local authority and SRP level. She suggested that officers should discuss this issue with borough and SRP leads so that funding was not used on research, where intelligence was already available.
- 6.7 The Senior Manager – Strategy, Policy & Relationships suggested that officers could develop some suggestions on what the research could focus on and bring the suggestions back to a future meeting to consult with members.
- 6.8 **RESOLVED:**
  - (a) The update, presentation and subsequent discussion were noted; and**
  - (b) Members agreed that suggestions on research topics/questions would be brought to a future meeting for discussion.**

## **7. Date of Next Meeting (Item 7)**

- 7.1 The next meeting of the Skills for Londoners Recovery Task and Finish Group was yet to be scheduled.

## **8. Any Other Business the Chair Considers Urgent (Item 8)**

- 8.1 There was none.

## **9. Close of Meeting**

- 9.1 The meeting ended at 10.50am.

**Contact Officer:** Laura Marshall, Senior Board Officer, Skills & Employment Unit

**Telephone:** 07925 127277

**Email:** [Laura.Marshall@London.gov.uk](mailto:Laura.Marshall@London.gov.uk)

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# GREATER **LONDON** AUTHORITY

## **Skills for Londoners Recovery Task and Finish Group**

Date of meeting: **21 July 2021**

Title of report: **Actions Arising from previous meetings**

To be presented by: **Laura Marshall, Senior Board Officer, Skills & Employment**

Cleared by: **Michelle Cuomo Boorer, Assistant Director – Skills & Employment**

Classification **Public**

### **1 Executive Summary**

- 1.1 This report updates the Skills for Londoners Recovery Task and Finish Group on the actions arising from the previous meeting.

### **2 Recommendation**

- 2.1 The Skills for Londoners Recovery Task and Finish Group is asked to **note** the update on the actions arising from the previous meeting.

### **3 Actions arising from the meeting of 15 June 2021**

<b>Agenda Item</b>	<b>Action</b>	<b>Status</b>
5. Update on the Career Hubs	The Clerk would circulate a policy paper written by the Chair, titled 'Enterprise and Youth Unemployment – the Hidden Opportunity' after the meeting	Completed.
	GLA officers would set up a meeting with Further Education and adult services providers to discuss how the other strands of the Careers Hub programme could support adult learning.	Completed. A meeting has been scheduled to take place on 15 July 2021.

### **4 Next Steps**

- 4.1 Outlined elsewhere within this report.

**Appendices:**

- **None.**

# GREATER LONDON AUTHORITY

## Skills for Londoners Recovery Task and Finish Group

Date of meeting: **21 July 2021**

Title of report: **Mayoral Academies Hubs Prospectus**

To be presented by: **Rachel Roberts, Mayor's Construction Academy Programme Manager, Skills & Employment**

Cleared by: **Michelle Cuomo Boorer, Assistant Director – Skills & Employment**

Classification: **Public** with Appendix A reserved from publication as it contains information intended for publication at a later date.

### 1 Executive summary

- 1.1 This report presents the new Mayoral Academies hub prospectus.
- 1.2 The prospectus outlines the hub requirements of the programme and use of Adult Education Budget (AEB) funding to incentivise AEB providers to deliver job outcomes.

### 2 Recommendation

- 2.1 The Skills for Londoners (SfL) Recovery Task & Finish Group is asked to:
  - 2.1.1 **Endorse** the Mayoral Academies prospectus and feedback comments.

### 3 Introduction and background

- 3.1 The London Recovery Board<sup>1</sup> established the London Recovery Programme (LRP) to deliver its challenge to restore confidence in the city, minimise the impact on communities and build back better the city's economy and society as a result of the Covid-19 pandemic.
- 3.2 The Good Work for All mission includes a recommendation to establish new academies in key sectors, including creative, digital, green and health & social care. Hospitality was subsequently identified as another priority sector due to the high vacancy rate as the sector reopens post-pandemic.
- 3.3 A budget has been allocated from the core GLA budget to deliver sectoral academies.
- 3.4 The position on health and social care has recently changed. Initial discussions suggested funding for Academy hubs (partnerships formed to coordinate training and employment outcomes). With regards to health, it has been agreed that the GLA provide funding for one 'pilot' health hub. Subject to

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<sup>1</sup> The London Recovery Board is a non-statutory group led by the Mayor of London and London Councils, comprising elected leaders and senior stakeholders to provide strategic direction to, and democratic oversight of, London's Covid-19 recovery work.

health partners' readiness, this may be offered in an initial or subsequent round of funding. Further work will be undertaken to establish the success of the 'pilot' health hub with a view to the NHS rolling out the model.

- 3.5 We are not inviting applications in relation to Social Care at this time. Further discussions are underway to determine how the Sectoral Academies Programme can best add value to existing interventions supporting this sector.
- 3.6 Hubs encourage partnership working by bringing together organisations to collaborate. Core elements of coordination will include convening new partnerships and further embedding or expanding those that exist, brokering new relationships and building on existing ones, and the generation of new partnership activities. In addition to this, hubs are well positioned to form networks and facilitate best practice sharing.
- 3.7 A hub prospectus has been drafted and planning is underway to launch the opportunity week commencing 26 July 2021.

#### **4 Issues for consideration**

- 4.1 Members are asked to review the prospectus and provide any comments as part of the discussions during the SfL Recovery Task & Finish Group meeting on 21 July 2021. Written comments can also be submitted, however members are requested to respond no later than the end of 21 July 2021 in order that the prospectus can be finalised ready for launching the week commencing 26 July 2021.
- 4.2 The GLA will collect output and outcome measures of delivery primarily, the number of employers engaged, the number of Londoners supported with relevant training and the number of Londoners supported into employment in a priority sector or a related occupation. The specific activities funded by the programme are the capacity to deliver coordination activities within the partnership of employers, training providers and other relevant organisations and training is funded by other existing sources. This presents a challenge in understanding how much of the impact measures can be attributed to the funded activities. Members are also asked to offer thoughts on how the GLA can best measure the impact of the hub element of the programme.

#### **5 Equality comments**

- 5.1 Section 149(1) of the Equality Act 2010 provides that, in the exercise of their functions, public authorities must have due regard to the need to:
  - eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010
  - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
  - foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
- 5.2 Relevant protected characteristics are age, disability, gender re-assignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

- 5.3 The interventions outlined in this report are in part aimed at supporting those most at risk from the impact of the economic crisis brought on by Covid-19. This includes young people, women, and Black, Asian and minority ethnic people who tend to work in the occupations and sectors adversely affected by the pandemic as highlighted by the Skills for Londoners Recovery Task & Finish Group which is tasked with overseeing the delivery of the Good Work for All mission. The GLA has consulted on the equalities impact of these changes with key sector representatives, and will closely monitor, review, and evaluate their impact.
- 5.4 Applications for hub funding will be assessed on how the groups outlined above will be supported and providers will be monitored to ensure they meet their grant obligations.

## **6 Risks arising / mitigation**

- 6.1 Given the single-programme approach, there is a risk that the full range of sectors may not be covered, some sectors present easier wins for jobs outcomes (e.g. it may be easier to get into work in hospitality than TV, though TV may present 'better work').

Mitigation: Clarification included in the prospectus that the overall ranking will be reviewed by sector prior to final recommendations to ensure an even spread of hubs. The GLA reserves the right to hold back some funding should requirements not be fully met.

- 6.2 Risk of provider concern relating to the use of outcome-related funding.

Mitigation: provider representative bodies have been consulted. Approach to funding job outcomes clearly linked to specific Academy programme of activity and funding is additional to existing provider allocations.

## **7 Legal implications**

- 7.1 Legal advice has not been sought on the recommendations set out in this report at this point. Subject to endorsement at this meeting, officers will seek legal advice before proceeding with the proposals further.

## **8 Financial comments**

- 8.1 Financial implications are currently being explored with GLA Finance and any implications will be addressed at the decision-making stage.

## **9 Next steps**

- 9.1 The next steps following consideration by the Board are summarised below:

<b>Activity</b>	<b>Timeline</b>
Launch of Mayoral Academies prospectus	w/c 26 July 2021
Market warming event	w/c 2 August 2021
Announcement of first round of Hub awards	1 December 2021
Hub pre-grant negotiations	December 2021
Commence Hub Delivery	January – March 2022
Commence Hub delivery	January – March 2022

## **Appendices:**

- **Appendix A** – Mayoral Academies hub prospectus (*reserved from publication*)  
(to follow)