

**MINUTES OF THE MEETING OF THE  
EMPLOYMENT AND SKILLS COMMITTEE  
HELD ON MONDAY, 23 JANUARY 2023 AT WELLINGTON HOUSE.  
WELLINGTON STREET, LEEDS LS1 2DE**

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**Present:**

Prof Shirley Congdon (Deputy Chair)	University of Bradford
Councillor Lynn Masterman	Wakefield Council
Councillor Graham Turner	Kirklees Council
Milton Brown	Private Sector Representative
Tim Craven	Private Sector Representative
Michelle Chappell Dixon	Private Sector Representative
Nav Chohan	Advisory Representative
Alex Miles	Advisory Representative
Dr Peter O'Brien	Advisory Representative
Sharon Riding	Advisory Representative
Tim Thornton	Advisory Representative

**In attendance:**

Jo Barham	West Yorkshire Combined Authority
Faye Barker	West Yorkshire Combined Authority
Michelle Burton	West Yorkshire Combined Authority
Lindsey Daniels	West Yorkshire Combined Authority
Peter Glover	West Yorkshire Combined Authority
Michelle Hunter	West Yorkshire Combined Authority
Jennifer Robson	West Yorkshire Combined Authority
Philip Witcherley	West Yorkshire Combined Authority
Janette Woodcock	West Yorkshire Combined Authority

**21. Apologies for Absence**

Apologies for absence received from Cllr James Lewis (Chair) Cllr Silvia Dacre, Cllr Jessica Lennox, Phil Lautman, Colin Booth and Bill Adams.

**22. Declaration of Disclosable Pecuniary Interests**

Cllr Lynn Masterman declared an interest in agenda item 6 and agenda item 10.

**23. Exempt Information - Possible Exclusion of the Press and Public**

**RESOLVED** – That in accordance with paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, the public be excluded from the meeting during consideration of Appendix 2 of Item 6, and Appendix 1 of Item 10 on

the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information and for the reasons set out in the report that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

**24. Minutes of the Meeting Held on 20 October 2022**

**Resolved:** That the minutes of the meeting held on 20 October 2022 be approved.

**25. Chair's Update**

The Chair welcomed Martin Hathaway who has joined the Committee as an Advisory Representative.

The Chair gave the following updates to the Committee.

In his first speech of 2023, the PM announced an ambition for all young people to study some form of Maths until the age of 18.

As part of the CA's spring budget allocation, it has been asked for full devolution of all adult employment, skills and careers funding so people can be given the right skills needed for good quality work and greater devolution of employment services.

Whilst overall there was a disappointing lack of support for Levelling Up Fund bids in our region, the Combined Authority has received £41 million of funding to develop the bus network which is welcomed.

**26. Evidence Report**

The Committee considered a report and presentation on the latest position on the State of the Region monitoring indicators relating to employment and skills, together with an analysis of more timely labour market indicators.

The Committee discussed and noted the latest intelligence relating to employment and skills in West Yorkshire and the current performance of West Yorkshire against the state of the region indicators.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the latest intelligence relating to employment and skills in West Yorkshire and the current performance against the state of the region indicators be noted.

**27. Adult Education Budget**

The Committee considered a report to update on progress with the devolved Adult Education Budget (AEB) and the AEB Manager summarised the report which included a detailed update on year one of the devolved Adult Education

Budget.

Key achievements as a result of devolution highlighted in the paper included: -

- A closer and more strategic relationship with providers.
- Around £1 million less spent on management fees through subcontracting.
- More diverse and disadvantaged people supported.
- Reacted quickly to issues like a shortage of bus drivers through commissioning.

The Immediate priorities are improving the understanding of the impact of community learning and addressing “cold spots” in take up.

The report also provided an update on delivery so far in the academic year 2022/23 and updated the Committee on the “de-ringfencing” of traineeship funding.

As requested by the Committee at the last meeting in October, officers have explored options that could be considered for addressing the stagnation of Adult Education Budget funding rates over 10 years and details were included in the paper. The recommendations being put forward to the Committee are below.

- To provide a rate increase of 10% applied respectively to all enrolments at level 2 and below for 2022/23 (formula funded only).
- To provide an increase to all providers who are performing, which aims to reduce the impact on their recruitment plans.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That comments provided by the Committee on the progress of the devolved Adult Education Budget be noted.
- (iii) That the comments provided by the Committee on any gaps in the Adult Skills offer in terms of pre-apprenticeship training and support for 19-24 year olds be noted.
- (iv) That the recommendation of the Committee to provide a rate increase of 10% applied respectively to all enrolments of Level 2 and below for 2022/23 (formula funded only) be taken to the Combined Authority on 3 February 2022 for decision be endorsed.
- (v) That the recommendation to provide an increase to all providers who are performing, which aims to reduce the impact on their recruitment plans be taken to the Combined Authority on 3 February 2023 for decision be endorsed.

## **28. Update on Current Programmes**

The Committee considered a report on the delivery of Combined Authority-led employment and skills programmes overseen by the Committee. The Head of Employment and Skills summarised the key areas from the paper and the Committee discussed and provided comment and feedback.

### **Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the comments of the Committee on the progress of delivery of employment and skills in the West Yorkshire Combined Authority area be noted.

## **29. West Yorkshire Plan**

The Committee considered a report and presentation to provide an overview of progress on the development of a West Yorkshire Plan and its fit with the wider policy framework of the Combined Authority, in particular the development of the Economic Strategy.

The Committee discussed the draft of the vision and narrative of the plan and draft economic strategy and agreed the proposed next steps,

### **Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the Committee discussed the draft and narrative of the plan and agreed the proposed next steps.
- (iii) That the Committee discussed and considered the draft economic strategy and agreed the proposed next steps.

## **30. Employment and Skills Development and Future Delivery'**

The Committee considered a report to update on the development of future funding priorities and programmes. Officers provided a presentation on the work of the Mayor's Green Jobs Taskforce and its emerging recommendations.

The Committee discussed and provided feedback on the research findings and draft recommendations to support the shaping of the final recommendations from the Taskforce,

The Taskforce final recommendations will be brought back to the next Committee meeting on 23 March 2023 for adoption as the policy position of the Combined Authority and will be used to steer programme design and strategic commissioning of Employment and Skills programmes.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the contents of the presentation be noted.
- (iii) That the next steps on the Employment and Skills programme Pipeline be noted
- (iv) That the views and comments on the research findings and proposed recommendations of the Mayor's Green Jobs Taskforce be noted.
- (v) That the update on Local Skills Improvement Plans be noted.

**31. FE Capital Funding**

The Committee considered the report on FE Capital Funding and was asked to approve the recommendation in Exempt Agenda item 1.

**Resolved:** That the recommendation in Exempt Agenda item 1 be approved.