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**Report to:** Employment and Skills Panel

**Date:** 12 September 2019

**Subject:** **Forward Agenda Plan**

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**Director(s):** Alan Reiss, Director of Policy, Strategy and Communications

**Author(s):** Peter Glover

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**1. Purpose of this report**

1.1. This report sets out a proposed forward agenda plan for the Employment and Skills Panel for the Panel's approval.

**2. Information**

1.2. A forward agenda plan is provided below, which outlines the proposed items for future Employment and Skills Panel meetings.

1.3. This forward plan takes into account:

- Items suggested by panel members (including those minuted at the meeting of 28<sup>th</sup> February)
- The Panel's role in overseeing the delivery of Economic Services' operational programmes and future service plans
- Items that need to be addressed in order to inform the development of the Combined Authority's policy framework
- The Panel's role in shaping the development of the Local Industrial Strategy
- The ongoing work of the Future Ready Skills Commission and the opportunity to feed the emerging findings into local thinking as well as to provide feedback to the Commission
- Opportunities for joint sessions with the Business Innovation and Growth Panel focusing on issues of joint interest such as the nature of the support offer to business.

1.4. Panel members are invited to consider the suitability of this forward programme, in the context of the Panel's terms of reference and emerging policy and operational priorities.

### **3 Financial Implications**

3.1 There are no financial implications directly arising from this report.

### **4 Legal Implications**

4.1 There are no legal implications directly arising from this report.

### **5 Staffing Implications**

5.1 There are no staffing implications directly arising from this report.

### **6 External Consultees**

6.1 No external consultations have been undertaken.

### **7 Recommendations**

7.1 It is recommended the Panel consider and agree the forward agenda plan.

### **8 Background Documents**

None.

### **9 Appendices**

Appendix 1 – Draft Panel Work Programme.

## Appendix 1

### Employment and Skills Panel (Forward Agenda Plan) 2019/20

Committee Date: 27 November 2019		
Report Title	NOTES	Officer Responsible for
Chair's Update		Verbal
Local Industrial Strategy	<ul style="list-style-type: none"> <li>To provide an update on progress with the Local Industrial Strategy</li> </ul>	Emma Longbottom
Policy insight – workplace skills and business leadership	<ul style="list-style-type: none"> <li>To consider the implications of the Future-Ready Skills Commission's findings for the City Region's local approach</li> </ul>	Sonya Midgley, Peter Glover
Delivery Agreements	<ul style="list-style-type: none"> <li>Update, following positions on LMI and role of technical education.</li> </ul>	Michelle Burton
Employment and Skills Programmes	<ul style="list-style-type: none"> <li>Update against business plan.</li> </ul>	Michelle Burton

COMMITTEE DATE: 25 February 2020		
REPORT TITLE	NOTES	OFFICER RESPONSIBLE
Chair's Update		Verbal
Local Industrial Strategy	<ul style="list-style-type: none"> <li>Update on progress with the Local Industrial Strategy (people foundation)</li> </ul>	Emma Longbottom
Labour market – business demand and inclusion	<ul style="list-style-type: none"> <li>Policy discussion on labour market supply/inclusion</li> <li>Any initial/emerging Brexit impacts.</li> </ul>	Peter Glover, Jonathan Skinner
Reviewing performance: employment and skills projects	<ul style="list-style-type: none"> <li>To review progress against high level ambitions set out in our Employment and Skills plans</li> </ul>	Michelle Burton, Peter Glover
Digital Framework	<ul style="list-style-type: none"> <li>Progress of the Digital Board on the themes of the Digital Framework (particularly digital skills and inclusion)</li> </ul>	Sarah Bowes
Employment and Skills Programmes	<ul style="list-style-type: none"> <li>Agree business plan and KPIs for 20/21</li> </ul>	Michelle Burton

**COMMITTEE DATE:** 19 May 2020 *Joint session with BIG?*

<b>REPORT TITLE</b>	<b>NOTES</b>	<b>OFFICER RESPONSIBLE</b>
Chair's Update		Verbal
Local Industrial Strategy	<ul style="list-style-type: none"><li>To provide an update on progress with the Local Industrial Strategy</li></ul>	Emma Longbottom
Future work, business environment and people	<ul style="list-style-type: none"><li>Thinkpiece on future work and automation</li></ul>	Lindsey Daniels, Peter Glover
A clearer skills offer to business	<ul style="list-style-type: none"><li>Develop proposals for what more can be done to engage more businesses with education and skills.</li></ul>	Lindsey Daniels, Michelle Burton
Economic Services Programmes	<ul style="list-style-type: none"><li>Brief report against business plan for Trade &amp; Investment, Business Support, Employment and Skills Programmes</li></ul>	David Shepherd Vincent McCabe Michelle Burton
Economic Reporting	<ul style="list-style-type: none"><li>Position statement on local economic performance</li></ul>	James Hopton

**COMMITTEE DATE:** General Future Meetings

<b>REPORT TITLE</b>	<b>NOTES</b>	<b>OFFICER RESPONSIBLE</b>
Improving education and achievement	<ul style="list-style-type: none"><li>Explore mechanisms for influencing compulsory education in the City Region in order to strengthen the local skills base and boost employability</li></ul>	Sonya Midgley, Peter Glover
Higher level skills, development, usage and retention	<ul style="list-style-type: none"><li>Explore ways in which local performance on high level skills can be improved as a key lever for enhanced productivity and growth</li></ul>	Sonya Midgley, Lindsey Daniels, Peter Glover