

**MINUTES OF THE MEETING OF THE  
EMPLOYMENT AND SKILLS PANEL  
HELD REMOTELY ON MONDAY, 14 SEPTEMBER 2020**

**Present:**

Rashik Parmar MBE (Chair)	IBM
Martin Booth	Witt UK Gp
Mark Cowgill	Exa Networks
Richard Mason	Burberry
Liz Needleman	BT
Councillor Darren Byford	Wakefield Council
Councillor Ian Cuthbertson	City of York Council
Councillor Susan Hinchcliffe	Bradford Council
Councillor Patrick Mulligan	North Yorkshire County Council
Sam Alexander (Advisory Representative)	Your Consortium Ltd
Nav Chohan (Advisory Representative)	Leeds City Region Skills Network
Professor Margaret House (Advisory Representative)	Leeds Universities
Alex Miles (Advisory Representative)	West Yorkshire Learning Providers
Dr Peter O'Brien (Advisory Representative)	Yorkshire Universities

**In attendance:**

Brian Archer	West Yorkshire Combined Authority
Peter Glover	West Yorkshire Combined Authority
Catherine Lunn	West Yorkshire Combined Authority
Sonya Midgley	West Yorkshire Combined Authority
Mark Temple	West Yorkshire Combined Authority
Ian Smyth	West Yorkshire Combined Authority
Janette Woodcock	West Yorkshire Combined Authority
Sophie Collins	West Yorkshire Combined Authority

**40. Apologies for absence**

Apologies for absence were received from Councillor Imran Khan, Councillor Peter McBride, Councillor Jonathan Pryor, Councillor Adam Williamson, Simon Barratt, Colin Booth, David Cooper, Orlagh Hunt, Claire Paxman, Glynn Robinson, Amanda Stainton, Merran McRae.

**41. Declarations of disclosable pecuniary interests**

There were no items of disclosable pecuniary interests.

**42. Exempt Information - Exclusion of the press and public**

There were no items on the agenda requiring the exclusion of the press and public.

**43. Minutes of the meeting of the Employment and Skills Panel held on 19 June 2020**

**Resolved:** That the minutes of the meeting held on 19 June 2020 be agreed and signed by the Chair.

**44. Chair's update**

The final Skills Commission meeting has now been held and the Chair invited Councillor Susan Hinchcliffe to give an update to the Panel.

The Chair also said that the Strategic Economic Framework and Economic Recovery Plans were endorsed at the meeting of the LEP Board held on 3 September 2020.

**45. Employment and Skills Programmes**

The Panel considered a report to update on the progress of delivery of LEP-led employment and skills programmes in the Leeds City region and how they have been adapted to support COVID-19.

COVID-19 has had a major impact on delivery and performance of the original programme target group of the Employment Hub programme in the last quarter. However, the Hubs have seen an increase in enquiries from people anticipating redundancy and leaving education. The main target group for the programme, those further away from the labour market pre COVID-19 are requiring a lot of hand holding and support and are not ready to move onto their next steps of further learning or employment.

The Panel was asked to note and comment on the progress of delivery of employment and skills programmes in the Leeds City Region.

**Resolved:**

- (i) That the contents of the report be noted.
- (i) That the feedback and comments from the Panel be noted.

#### **46. Labour Market Analysis**

The Panel considered a report on the LEP's labour market intelligence programme for 2020/21. The purpose of the labour market intelligence work is to provide robust analysis of the City Region's labour market and skills needs to influence planning and action. The publishing of the report will be delayed to November this year to enable the report to reflect on the impact of COVID-19. As usual dissemination workshops will be held for stakeholders, but these will, this year, be in December.

A verbal presentation of interim key messages from the analysis was provided to the Panel at the meeting to inform discussion.

Members discussed the report and thanked officers and said the presentation had been excellent and informative.

##### **Resolved:**

- (i) That the contents of the report and verbal presentation be noted.
- (ii) That the Panel note the arrangements for the annual labour market analysis and the recommendation for publication to be at the end of November 2020 be supported.
- (iii) That the consideration and discussion of key messages from the presentation given to the Panel at the meeting be noted.

#### **47. Economic Recovery and Future Employment and Skills Policy**

The Panel considered a report to update on policy items relating to employment and skills in Leeds City Region and was asked to note the Memorandum of Understanding (MoU) and arrangements of the Skills Advisory Panel (SAP) function of the Panel.

The Panel welcomed Mark Temple who gave an introduction to the work of the Digital Skills Partnership and answered questions from the Panel.

##### **Resolved:**

- (i) That the contents of the report be noted.
- (ii) That the Memorandum of Understanding (MoU) and arrangements of the Skills Advisory Panel (SAP) be noted.

#### **48. AEB**

The Panel considered a report to update on plans for the Combined Authority to receive devolved powers to manage the devolved Adult Education Budget (AEB) from 2021 and was asked to note the contents of the report.

**Resolved:** That the contents of the report be noted.

#### 49. Climate

The Panel considered a report to update on Green Skills / Carbon Pathway work which was provided to start a conversation on its roles in tackling the Climate Emergency. The Panel was asked to consider the actions in the refreshed Employment and Skills plan that can address the Climate Emergency and to:

- Note the importance of Emissions Pathways study in determining how the City Region can meet its net zero carbon ambitions.
- Identify areas that it would like to explore in the next six months, including the refresh of the Employment and Skills Plan.
- Identify any net zero carbon skills related to opportunities that are important to them and to identify any known current gaps, especially in training provisions.
- To nominate a Tackling the Climate Emergency Champion to support this work.

The Panel discussed the contents of the report and said it had been very informative and the Employment and Skills Panel had a large part to play and would discuss further what needs to be done to take this forward.

**Resolved:**

- (i) That the contents of the report be noted.
- (ii) That members form a small group to build a response to how the Employment and Skills Panel can be involved in tackling the climate emergency and bring back to the next meeting on 25 November 2020.