**CHESHIRE AND WARRINGTON - EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 16 JUNE 2021**

**The main Board meeting will be held between 13.30 and 15.30 hrs via** Microsoft Team - details on calendar invite.

**The main purpose of the meeting is:**

* Members to review key developments since the 19 May – including the Local Growth Fund Showcase Event that will be held between 12.00 and 13.00 hrs on 16 June
* Members to receive feedback from meetings/activities of key groups held since last Board meeting
* To provide a steer on proposed work to establish a better understanding of the demand for technical skills across Cheshire and Warrington and to review how this links to the action plan in the Skills Report and the focus on reskilling and upskilling the current workforce – have we identified the right priorities?

**Meetings/Key Events that have taken place since the last Employers’ Skills and Education Board meeting:**

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| 19 May | LEP Board meeting |
| 24 May  9 June | Institute of Technology Board meetings |
| 24 May | Ellesmere Port and Chester local Pledge network meeting |
| 24/25 May | Submission of Skills Accelerator (Skills Development Fund and the Local Skills Improvement Plan) bids |
| 25 May  8 June,  15 June | Workforce Recovery Group meetings |
| 26 May | Meeting of Data and Labour Market Steering Group to review draft Low Carbon report |
| 27 May | Federation of Small Business Networking meeting |
| 27 May  3 June | Employers sharing good practice about virtual work experience |
| 7 June | Proposals for local key performance indicators for the National Career Service in Cheshire and Warrington |
| 9 June | Kickstart Jobs Fair |
| 9 June | Proposals for leadership competencies required of Careers Hub |
| 11 June | Hospitality and tourism employers event focus on recruitment challenges |
| 14 June | Into Work Board meeting |
| 15 June | Data and Labour Market workshop to consider the merits of collecting real-time job vacancy data |
| 16 June | Pledge Board meeting |

**AGENDA**

**13.30 hrs Welcome, and declarations of interest -** list of attendees and apologies (**Annex A)**.

**13.35 hrs Members to reflect on Local Growth Fund Showcase Event and to share information on key developments since the last meeting** of the Employers’ Skills and Education Board on 19 May

**13.50 hrs Feedback from key meetings/activities since last Employers’ Skills and Education Board:**

* **LEP Board meetings** (Kath Mackay and Nicola Dunbar) 5 minutes
* **Accelerate** (Kurt Allman and Phil Atkinson) 10 minutes
* **Digital Skills Partnership (DSP) Board (**Nicola Dunbar) 5 minutes
* **Institute of Technology** (Dhesi) – 5 minutes
* **Skills Accelerator** (Dhesi and Paul Colman) – 5 minutes
* **Pledge** - 5 minutes

**14.25 hrs Technical Skills** (30 minutes)

For Members to provide a steer on proposed work on technical skills:

* What skills are needed and how should they be delivered? (Bill Carr)
* How to stimulate demand from learners? (Sarah Hopkinson)
* How to understand what employers need? (Phil Atkinson and Kim Hardman)
* How to align demand with curriculum planning? (Dhesi and Nicola Merriman)
* How to align with job opportunities? (Paul Colman and Nicola Dunbar)
* How to reduce the risk for providers and possible sources of funding - potential to run proof of concept tests? (Kurt and Dhesi)

**14.55 hrs Skills Report and Associated Skills Action Plan focused on reskilling and upskilling the workforce – Kath Mackay and Pat Jackson**

To review the action plan on pages 12, 13 and 14 of the Skills Report (Annex B). Page 13 focuses on the skills of our existing workforce.

To assist discussion, we have produced a separate action plan and added text to provide more detail and illustrate progress to date

**15.10 hrs** **Jobs Opportunities Portal** (Sarah Williams) (10 minutes)

To update Members on the key developments

**15.20 hrs Note of last meeting on 19 May and Action list** (5 minutes)

**15.25 hrs Any Other Business –** Kath Mackay

* **Low Carbon report** (Pat Jackson)
* **Items for future meetings and date of next meeting** (16 June 2021)

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 16 JUNE 20210 Annex A**

The following members of the Employers’ Skills and Education Board are expected to attend the meeting:

* \*Kath Mackay - Chair
* \*Nicola Dunbar (Deputy Chair)
* Sarah Hopkinson (Engie)
* Kurt Allman (University of Chester)
* \*Eleanor Blackburn (Warrington Borough Council)
* \*Bill Carr (Carpe Diem)
* \*Phil Atkinson (Daresbury)
* Paul Colman (South Cheshire Chamber)
* Dhesi (Cheshire College South and West – representing the training providers)
* Kim Hardman (Astra Zeneca)
* Maggie Chen
* Louise Higgins (United Utilities)
* \*Clare Latham (Cheshire West and Chester)
* Nicola Johnson (Bentley Motors)
* \*Lucy Liang (AUE Ltd)
* Paul Kelly (BAE Systems)
* Pat Jackson (LEP)

\*With voting rights

**Not yet responded**

* Nicola Merriman (National Skills Academy Nuclear)
* \*Cllr James Nicholas (Cheshire East Council)
* Martin Wood (Department for Business, Energy and Industrial Strategy) – observer

**Apologies**

* Philip Cox (LEP)

**Also attending**

* Trevor Langston, Sarah Williams and David Brennan for specific agenda items

**Papers copied to**:

* Trevor Brocklebank (Deputy Chair of LEP)
* Jamie Zucker (DfE)
* Clare Cassidy (DfE)
* Mike McLouglin (DfE)
* Peter Skates (Cheshire East Council)
* Maud Duthie (University of Chester)
* Chris Koral (University of Chester)
* Nicola Said (LEP)
* Joe Manning (LEP)
* Andy Devaney (LEP)
* Sarah Williams (LEP)
* Trevor Langston (LEP)