



Local Skills Improvement Plan

Insights | Skills | Growth

Norfolk & Suffolk LSIP Board Meeting No.8 Minutes
20 February 2024, 14:00 – 15:00 - via Teams
Recorded

Board:

Nova Fairbank – Norfolk Chambers of Commerce (NF) – Chair
Michael Gray – Suffolk County Council (MG)
Harry Harris – Swarm Group (HH)
Angela Heaney – Lighthouse Group (AH)
Carrie Barrett – Gressingham Foods (CB)
Ashley Morrison – Lockertek (AM)
Alan Ridelagh – Humber Doucy Brewing Company (AR)
Jan Feeney – Norfolk County Council (JF)
Simon Allen – New Anglia LEP (SA)

Attendees:

Karen Beeslee – DWP (KB)
Dean Pierpoint – Norfolk Chambers of Commerce (DP)
Emma Taylor- Suffolk New College (ET)
Urmila Rasan – East Coast College (UH)
Sara Hinchcliffe – Suffolk Chamber of Commerce (SH)
Toby Warren – Suffolk Chamber of Commerce (TW)
Ben Field – Norfolk Chamber of Commerce (BF)

Key References

LSIP – Local Skills Improvement Plan

DfE – Department for Education

NCoC – Norfolk Chambers of Commerce

SCoC – Suffolk Chambers of Commerce

IOD – Institute of Directors

NALEP – New Anglia LEP

LSIF – Local Skills Improvement Funding

1. Welcome, apologies and introductions

Apologies were received from Hannah Reid from Community Action Suffolk, David Martin from Condimentum, Julia Nix of the DWP represented by Karen Beeslee, Matt Smith from Evander, John Dugmore of Suffolk Chamber of Commerce, Gups Jagpal from University of Suffolk and Colin Shaw from West Suffolk College.

2. Conflicts of Interest

No declarations were made by the LSIP board.

3. Minutes

Received, read and approved.

LSIP Stage 2: August 2023 to March 2025

4. Outline Stakeholder and Collaboration Landscape

DP outlined how the LSIP fitted into the skills landscape in order to influence from an employers perspective. He shared the plan for next 3 to 6 months in terms of getting granular data from businesses for engagement and re-engagement; finding LSIP critical keystone employers who have their 'finger on the button' for their particular sector. He is aiming to reach 10-20 businesses per sector to become keystone employers – driven by the board to select them as standalone key businesses to draw out all of the data for skills training and analysis. These Keystone employers will also feed into sector skills groups and influence skills hub programmes.

DP advised that the LSIP was in discussions with Skills Hub group as to how to shape common framework groups into becoming more provision based groups that will help shape delivery and the curriculum to measure impact.

NF advised that the aim was to make the LSIP relevant in the skills landscape and not trying to repeat what was already out there and ensuring the employer is at the heart of it all.

MG questioned if 10-20 businesses per sector was too ambitious? Was it feasible to expect so many per sector? DP advised that the LSIP could be the funnel for the employers who are not sure where to put their voice and the Keystone Employers enabled employers to feel they were part of something and having impact.

DP explained how common framework group would be an overarching name of New Anglia Learning providers and make use of what is already happening and will be provider specific. ET recommended adding on Skills Hub programmes to attempt to make the skills landscape more comprehensible. NF commented that the LSIP would aim to bring challenges and solutions into the same landscape and explained that the LSIP will take suggestions from the DWP and are open to suggestions to what employers should be involved.

5. LSIP Cornerstone Employers Discussion

DP explained that we did not want to just tick the box of engaging employers but to have employers that are genuinely interested in progression in skills and in the sector and keen to address skills challenges. CB advised that he would be happy to represent poultry industry regarding issues with staff retention, engagement and recruitment and attempt to get other employers within the sector involved. DP advised that the next stage would be to create a remit and go out as a LSIP board and identify who is a good fit for a keystone employer. Employers of any size are welcome, as long as they fit the remit – bringing the employers voice i.e. what Norfolk and Suffolk employers actually want.

6. Additional Data Discussion

MG advised that Suffolk County Council will continue with their own skills and data work and that he hoped that the LSIP strengthens the sector skills groups and new business board developed through the LEP transition and will be a sense checking mechanism for this data which could be used for the LSIP. JF advised that skills are at the heart of driving forward the Norfolk economy and Norfolk County Council will have an employment and skills board which data can feed into and support the sector skills programmes.

NF commented that we can enhance the data already gathered in LSIP Phase 1 and will continue to ask questions of employers. We need to consider how the data we collect from employers can support the Skills Hub?

NF noted that the progress report to DfE need to be submitted in June 24 – so we will only have March and April to ask specific questions – she felt that the biggest challenge was that employers don't understand what is being done with what they are saying. NF explained speaking to someone in key areas to be able to understand their needs is what the keystone employers will be able carry out and be able to share what they need as a sector and business community.

7. LSIF Updates

ET advised that LSIF was going pretty well, despite the short timeframe for spending for both capital and revenue. The LSIF is collaborative with LSIP. ET outlined the digital futures conference where the target audience is teaching staff from partner organisations; A regional training programme for all partners in LSIF which will link together to offer courses on key LSIP topics. Thus creating an open set of resources for any regional provider to deliver the courses – courses being developed for the key areas of the LSIP.

ET noted the pilot training, using new digital passport and advised that if successful they will be using that as a brand going forward and funding training for individuals. There will be a green skills career stands at Norfolk and Suffolk shows - working with ICanBeA, the resources will be reusable for future fairs. There will be interactive 360 tour of colleges for green skills careers linking to facilities.

8. AOB

NF noted that Chambers Festival of Knowledge – Skills, careers and jobs festival at Norfolk Showground on 06 and 07 March 2024.

ET advised that she was awaiting details, but that there will be a LSIF/LSIP event at Festival of Knowledge collaborative lunch Thursday 7 March.

NF asked the Board to start feeding in suggestions for keystone employers.

Meeting closed 14:59

ACTIONS

LSIP Board Members to feed any suggestions for Keystone Employers back to the LSIP team.

Future	Meeting	Dates
All meetings to take place on a Tuesday at 14:00 – 15:00 via Teams.		
		<ul style="list-style-type: none">• 21 May 2024• 20 August 2024• 19 November 2024• 25 February 2025