

**HEY Skills Board  
2.00pm on 24<sup>th</sup> November 2025  
Ergo, Hessle**

**Present**

Jayne Adamson (Chair), Laura Botham, Paul Britton, Mark Burley, Andy Crossland, David Gent, Beckie Hamnett, Glenn Jenson, Lizann Lawson, Rob MacNaught, Councillor Tock and Adrian West.

**In attendance**

Teresa Chalmers, Alex Codd, Rod Chambers, Fiona Headridge, Chris Howell, Ben Odams, Mike Ross and Carl Southcoat.

Dorinda Guy (Democratic Services Officer).

**Apologies**

David Inness, Danny Metters, Michelle Peacock and Claire Watts.

Minute No	Item	Action By/Deadline
39	<p><b>DECLARATIONS OF INTEREST</b></p> <p>No declarations of interest were made in respect of the items that followed below.</p>	
40	<p><b>MINUTES OF THE MEETING HELD ON MONDAY 18<sup>TH</sup> SEPTEMBER 2025</b></p> <p>The Democratic Services Officer submitted, for approval, the minutes of the meeting held on 18<sup>th</sup> September 2025.</p> <p><b>Agreed</b> – That the minutes of the meeting held on 18<sup>th</sup> September 2025 be approved as a true and correct record.</p>	Dorinda Guy
41	<p><b>HORIZON SCANNING</b></p> <p>The Employment and Skills Manager, Hull and East Yorkshire Business Growth submitted a briefing paper which provided the Board with details of new and emerging policy, strategy, research or through pieces relevant to the work of the HEY Skills Board.</p> <p>The Board was informed –</p>	

	<ul style="list-style-type: none"> <li>a. The introduction of V Levels as a new vocational pathway, alongside A Levels and T Levels, aimed to simplify qualification choices for 16-19 year olds by offering three clear options: A, T, and V Levels;</li> <li>b. that nearly £800 million extra to be invested into 16-19 funding in 2026-27, supporting an additional 20,000 students;</li> <li>c. that a comprehensive NEET prevention package in which a new 'enrolment by default' backstop for any young person without a post-16 study plan, and improved data tracking let by Local Authorities and Strategic Authorities;</li> <li>d. that the Department for Education (DfE) were seeking feedback on the planned design and implementation of the new pathways for 16-19 year olds, announced in the Post-16 Education and Skills white paper;</li> <li>e. that the Department for Science, Innovation and Technology (DSIT) had recently commissioned a piece of research and analysis into Cyber Security Skills in the UK labour market;</li> <li>f. that the government would partner with employers to reshape how health issues and disabilities are managed in the workplace with the launch of employer-led Vanguard, who were early adopters who would develop and refine workplace health approached over the next three years to build the evidence base for what works, and</li> <li>g. that Active Humber, North Yorkshire Sport and Yorkshire Sport Education had created a vision for Work, Health and Skills on the role that sports, and physical activity can place in helping everyone to more active.</li> </ul> <p><b>Agreed</b> – That the Board note the contents of the briefing paper.</p>	
<p><b>42</b></p>	<p><b>HULL AND EAST YORKSHIRE LOCAL GET BRITAIN WORKING PLAN – EDITION 1</b></p> <p>The Strategic Programme Lead for Employability and Health submitted a briefing paper to the Board which informed them on the development of the Get Hull and East Yorkshire Working Plan.</p> <p>The Board was informed –</p> <ul style="list-style-type: none"> <li>a. That the first edition had been completed and submitted to Department for Work and Pensions (DWP), Integrated Care Board (ICB) and HAGA whom all supported, and</li> </ul>	

	<p>b. that there were 3 initial priorities – Integrate work and health, increase participation and earnings and engage employers.</p>	
<p><b>43</b></p>	<p><b>WORKFORCE DEVELOPMENT BUSINESS ADVISOR BI-ANNUAL REPORT – CONTRACTUAL OBLIGATIONS</b></p> <p>The Employment and Skills Manager, Hull and East Yorkshire Business Growth submitted a briefing paper to the board which summarised cumulative business engagement activity and intelligence data gathered by the HEY Business, Growth and Skills Hub (HEY BGSB) on the workforce development requirements of local businesses from 1<sup>st</sup> April 2025 to 30<sup>th</sup> September 2025.</p> <p>The Board was informed –</p> <ul style="list-style-type: none"> <li>a. That the work undertaken by the Workforce Development Business Advisor (WDBA) reflected the outcomes achieved through the provision of support services to help businesses to overcome growth barriers to accessing finance, recruitment and workforce skills development training support;</li> <li>b. that the work also helped raise awareness of the latest government funding initiatives that could help the regional economy to become more productive, competitive, outward-looking and innovation focused;</li> <li>c. that the WDBA had engaged with a total of 52 business which yielded a total of 170 workforce development support opportunities, and</li> <li>d. that the WDBA continued to engage with local levy paying companies to negotiate opportunities to reinvest levy funds through the transfer pledge scheme. In total £47,000 of unspent levy funding had ben reinvested in the Hull and East Yorkshire region.</li> </ul> <p>The Board discussed the following matters –</p> <ul style="list-style-type: none"> <li>a. That the Pheonix Training Courses was a good opportunity for business to access in being able to upskill their entire workforce at no cost to themselves;</li> <li>b. how the Board would like further information around the Skills Bootcamp training support at the next meeting in January, due to the Small Medium Enterprises (SME) request for specialist and bespoke training opportunities that had increased as businesses struggle to source available funding that fits with their skills and workforce development demands;</li> </ul>	

	<p>c. that the importance of growth in apprenticeship recruitment, to progress this, the Hull and East Yorkshire Business Growth Skills Hub (HEY BGSB) Employment and Skills team with the Hull and East Yorkshire (HEY) Apprenticeship and Technical Education Group and Local Skills Improvement Plan (LSIP), had been working on activity that would specifically target those businesses that did not currently offer apprenticeship opportunities with their business. Especially targeting micro and small businesses that had considered recruiting but was unsure how to proceed, and</p> <p>d. to help mitigate against the loss of UK Shared Prosperity Fund (UKSPF) business support, the HEY Growth Hub had in partnership with both local authorities developed and submitted a joint funding bid to the HEYCA Investment. This included proposals that would continue to help fund a continuation of current UKSPF delivery.</p> <p><b>Agreed –</b></p> <p>a. That the Board note the contents of the briefing paper, and</p> <p>b. that further information around the Skills Bootcamp training support be provided at the next meeting in January.</p>	<p>b. Chris Howell and Sharon Gamble</p>
<p><b>44</b></p>	<p><b>HULL AND EAST YORKSHIRE CAREERS HUB</b></p> <p>The Careers Hub Lead submitted a briefing paper which provided the Board with an update on the progress and activity of the Hull and East Yorkshire Careers Hub. It also summarised the grant offer arrangement and priorities for the period 1<sup>st</sup> September 2025 to 31<sup>st</sup> August 2026 (academic year) to support the Boards oversight of the Careers Hub.</p> <p>The Board was informed –</p> <p>a. That there were 44 Hubs nationally;</p> <p>b. the Careers and Enterprise Company (CEC) had been given an 18 months settlement agreement from the Department for Education (DfE), which ensured the continuity of the Careers Hub until 31<sup>st</sup> August 2026;</p> <p>c. the Strategic Priorities for 2025-26 were:</p> <ul style="list-style-type: none"> <li>• Continuous improvement (careers education in schools and colleges);</li> <li>• Increasing high quality work experience, and</li> <li>• Boosting skills pathways (apprenticeships and technical routes);</li> </ul> <p>d. the biggest challenges were only 65% of young people had currently accessed work experience, less than 80% of schools/ colleges had provided impartial and qualified careers guidance and</p>	

	<p>Careers Leaders reported they did not have the time they needed to carry out their role;</p> <ul style="list-style-type: none"> <li>e. that feedback at the Apprenticeship and Technical Education Working Group, identified Construction as the sector to focus on, and</li> <li>f. that Dentistry had been asked to look at increasing support from the Leeds Dental University.</li> </ul> <p>The Board discussed the following matters –</p> <ul style="list-style-type: none"> <li>a. what could be done to encourage the acknowledgement of T-Levels within businesses;</li> <li>b. how to help build confidence with Small Medium Enterprise Employers around apprenticeships, free training and support, and</li> <li>c. asking schools to help each other in boosting skills pathways, etc.</li> </ul> <p><b>Agreed</b> – That the Board note the contents of the briefing paper.</p>	
45	<p><b>LOCAL GROWTH PLAN DEVELOPMENT – STAGE 1 CONSULTATION</b></p> <p>The Associate, Question Factory submitted a briefing paper to the Board which outlined the overall approach and current activity to developing a Local Growth Plan for Hull and East Yorkshire Combined Authority through the initial stage 1 consultation.</p> <p>The Board was informed –</p> <ul style="list-style-type: none"> <li>a. That stage 1, open consultation was intended to share initial thinking around the Growth Plan, research and evidence with stakeholders and allowed the communities to respond to the overall approach, and</li> <li>b. that stage 2, targeted consultation focused on working with stakeholders to refine the Local Growth Plan and priorities resources through development of the Delivery.</li> </ul> <p><b>Agreed</b> – That the Board note the contents of the briefing paper.</p>	
46	<p><b>DEVELOPMENT OF LOCAL SKILLS IMPROVEMENT PLAN</b></p> <p>The Associate, Question Factory submitted a briefing paper to the Board which provided an overview of the development of the Local Skills Improvement Plan reflecting the current draft guidance. The paper also provided an overview of the role and responsibilities as a Mayoral Combined Authority (MCA) in providing strategic insight, evidence and guidance into the process as part of the wider development of the Plan.</p>	

	<p>The Board was informed –</p> <ol style="list-style-type: none"> <li>a. That the Government had issued the final guidance, which highlighted that the Combined Authority had joint ownership for LSIP 2;</li> <li>b. that the draft version of LSIP 2 had to be completed by March, final version by May and published by June, and</li> <li>c. that the next key areas around the development of the next LSIP and outlined the role played by the Mayoral Combined Authority (MCA) and current situation in term of the Chambers activities were: <ul style="list-style-type: none"> <li>• Setting the sector skills priorities and shared data in devolved area;</li> <li>• Operate joint ownership, collaborative model with Employee Representative Body (ERBs);</li> <li>• Link LSIPs to the wider economic and funding system;</li> <li>• Employer focused engagement and mobilisation;</li> <li>• Governance and oversight contributions;</li> <li>• Role in approval and designation processes, and</li> <li>• Publication and ongoing delivery.</li> </ul> </li> </ol> <p><b>Agreed –</b> That the Board note the contents of the briefing paper.</p>	
<p>47</p>	<p><b>ADULT SKILLS FUND – DELEGATION OF DECISION MAKING</b></p> <p>The Employment and Skills Manager, Hull and East Yorkshire Business Growth submitted a report which sought the approval of the Combined Authority Skills Board to include delegations in relation to the Adult Skills Fund and governance arrangement.</p> <p>The Board was informed –</p> <ol style="list-style-type: none"> <li>a. That the report sought the approval of the Combined Authority Skills Board to include delegations in relation to the Adult Skills Fund and governance arrangement.</li> </ol> <p><b>Agreed –</b></p> <ol style="list-style-type: none"> <li>a. That the Combined Authority delegates the functions set out in appendix A of the report to the Chief Executive, and</li> <li>b. that the Combined Authority delegates authority to the Monitoring Officer to make amendments to the draft Constitution to reflect those delegations.</li> </ol>	<p>a-b. Chris Howell</p>

48	<p><b>16-18 AND LOCAL TRANSPORT</b></p> <p>The Associate, Question Factory submitted a briefing paper which updated the Board on current Hull and East Yorkshire Combined Authority thinking and approaches around 16-18 transport, share information supplied by Hull and East Yorkshire Colleges.</p> <p>The Board was informed –</p> <ul style="list-style-type: none"> <li>a. That Local Authorities were not required to provide free or subsidised post-16 travel support, however both Hull City Council and the East Riding of Yorkshire Council provided support to young people with disabilities and/or special needs;</li> <li>b. that the responsibilities for HEYCA was a strategic role around both transport and skills. The development of regional transport approach, including the development of a transport plan for the region was an opportunity to establish the principles and priorities around 16-18 transport as well as the possibility of any additional public investment.</li> </ul> <p>The Board discussed the following matters –</p> <ul style="list-style-type: none"> <li>a. to approach businesses to support transport in rural areas, and</li> <li>b. to build into the strategy around the challenges of apprentices getting to the work place.</li> </ul>	a-b. Will Dunnett
49	<p><b>WORK PROGRAMME</b></p> <p>The Democratic Services Officer submitted the Work Programme to update the Board on future agenda items.</p> <p>The Board was informed to contact the Chair of the Combined Authority Skills Board or Democratic Services Officer if they wished to have an item to be considered for the Work Programme.</p> <p>Suggestion for a future agenda item was the role of Voluntary, Community and Social Enterprise (VCSE) within the Skills Board Combined Authority.</p> <p><b>Agreed –</b></p> <ul style="list-style-type: none"> <li>a. That the Work Programme be noted, and</li> <li>b. that the suggested item be added to the Future Work Programme for discussion at a future meeting.</li> </ul>	b. Dorinda Guy
50	<b>ANY OTHER BUINSESS</b>	

	<p>The Skills Board thanked Ben Odams for all the work he had contributed to the Board.</p>	
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