

King's Lynn Town Deal - Skills Forum

Meeting Minutes

Date Tuesday 28 th June 2022	Location Microsoft Teams
Time 14:30 – 15:30	Chair David Pomfret

Attendees		Apologies	
David Pomfret	CoWA	Anita Jones	Freebridge
Duncan Hall	BCKLWN	Becky Box	BCKLWN
Jan Pitman	Norfolk Museum Service	Carl Fiander	Adult Learning
Laura Bowater	UEA	Debbie Gates	BCKLWN
Louisa Kiddell	NCC KL Team	Denise	
Natasha Waller	NALEP	Saadvandi	Adult Learning
Nicci Broughton	DWP	Jemma Curtis	BCKLWN
Robert Jakeman	West Norfolk CCG	Jo McKenzie-English	NCC KL Team
Ruth Royle	NCC KL Team	Julia Nix	DWP
Harriet Birchall	NCC Programme Lead – Town Deal	Lisa Taylor	NCC KL Team
Verity Bennett	NCC - Town Deal	Sarah Blackledge	DWP
Lizzie Hopkins	Metro Dynamics - Town Investment Plan	Stuart Durrell	DWP
David Ladbrook	NALEP		

Minutes	Actions
1. Welcome and Apologies	
2. Previous minutes action <ul style="list-style-type: none"> In regard to sharing of project documents, these will be captured and published to the Vision KL website, rather than using SharePoint – LK has ensured that previous papers have been submitted, and presentations will also appear there, alongside Agendas, Minutes and the most up to date Risk Register. Skills Forum – Vision King's Lynn (visionkingslynn.co.uk) NW to provide the latest updated version of the mapping exercise document, this will help with engagement and collaboration across projects. 	<p>LK</p> <p>NW</p>
3. KL Town Deal Projects - Multi-User Hub Verity Bennett & Harriet Birchall presented information about the King's Lynn Multi-user Community Hub, outlining the vision, purpose and need of the venue. The operating model has been formed by community information and learning strategy, the KL Town Deal and	

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<p>the NCC Strategy. It will be a community hub, with strong links to the Library and BIPC, with computers onsite and hot-desking space. There will be a Food hub/cookery and training kitchen, meeting rooms, and a training and community room. The BID will also be hosted there (currently in 'The Space' in the Town Centre) with the BIPC. There will also be big spaces for multi-use such as art, dance classes, IT & gaming – planning on making sure its well-used, and cost-effective for users. KL has the lowest business start-up rate in the area and they would like to support those who do start-up businesses. Through collaborating and providing facilities with partners, they can trial approaches.</p> <p>The team need data and support around skills and training, seeking help as the skills group to add value.</p> <p>Q) DM asked for more details about the surveys undertaken so far. A) These were taken with just under 500 people through the library service, including paper copies. HB/VB will provide the results of the survey to us.</p> <p>Q) RR asked where the figures were obtained around the 5200pa 'additional capacity and accessibility to new or improved skills facilities' came from. DP asked what the 3 learning targets were. A) HB thinks these came from Adult Learning, but will find out more.</p> <p>Q) NW asked if the business information came from the same libraries survey. A) Yes, and also from the BID demand survey and the Savills survey of business needs. NW will put them in touch with the Growth Hub.</p> <p>LB highlighted that this could be an opportunity to support with English & Maths, and also a space to help people with money management.</p> <p>There is also a law charity at the UEA that run a law clinic, they would like to do something more business focussed. They would need to get buy-in from local solicitors, but the Hub could be ideal for them. Shared working-space and hosting business groups is something that the BID is currently doing with CRF funding, as a pilot.</p> <p>COWA show that over ½ of students are short of English and maths qualifications, with issues around communication and awareness</p>	<p>HB/VB</p> <p>HB/VB</p> <p>NW</p>
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<p>raising of the courses. The Hub should also be a tie-in with the governments Multiply Programme and the National Careers Service.</p> <p>The presentation will be provided on the Vision KL website with the meeting papers.</p>	<p>LK</p>
<p>4. West Norfolk Investment Plan & Shared Prosperity Funding</p> <p>Lizzie Hopkins is from Metro-dynamics, and would like to understand projects and priorities for the WN Investment Plan. They have £1.8m to spend over 3 years in West Norfolk. It is a limited pot and is mostly revenue funding, with only 10-20% for Capital investment.</p> <p>They ran an engagement session 2 weeks prior to this meeting, around supporting the Visitor Economy and Culture offer, including using assets in KL area to increase tourism and visitor stays. They would like to look at recruitment challenges around hospitality, and also look at how people access Hunstanton etc. – connecting people to those jobs – supporting the training/college offer and access to training for businesses.</p> <p>They want to understand projects that have been happening and may need support through UKSPF funding. The guidance is very similar to ESF. However, they need to be a VCSE, or they will need to wait until the final year when projects can support skills directly. Need to look at how we develop projects that support the business base in the area.</p> <p>RR highlighted Youth Pledge for Employers, where SMEs are encouraged to support young people. Employer Engagement Network (EAN) shows the importance of engagement with young people. It is also important for them to look at how funding support can be provided or extended to businesses for training and upskilling – ETIP and the Pathways Training Fund.</p> <p>NW asked that their report reflects what's going on across all sectors and districts, giving a wider look, as the UKSPF funding through districts could create a postcode lottery.</p> <p>DP added that mental health support is at real risk of falling down at the moment, and should be a priority.</p>	
<p>5. King's Lynn Youth Retraining Pledge/Progress update</p> <p>KLYRP Team are all in place with initial training and inductions complete, the Town Deal Funding agreement is now in place and a purchasing</p>	

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<p>framework has been established. The team are now busy developing project assets, process maps and forms and meeting key stakeholders and partners, as well as attending events.</p> <p>Going forward there will be rebranding activity with Harry Seaton and schools/colleges, a meeting with school's careers leads and Heads, and much more engagement with VCSEs, COWA and training providers – beginning to commission activities and signing-up participants.</p>	
<p>6. Cross-Cutting Theme Focus To be discussed at the next meeting.</p> <p>Thoughts around what these should be and how we can measure them welcome, we will then take these away to define how we could measure and report on them meaningfully in timeframes</p> <p>Ideas include:</p> <ul style="list-style-type: none">• Health and Wellbeing• Social Mobility• Something around the wider aims of the Town Deal projects <p>DH wanted to express his thanks to the team, and thinks what we have been doing on the project has been fantastic, so much we can do together and maximise support for our communities. This group focus on skills across all of the Town Deal delivery area, enables us to be at full capacity to do the work that needs doing.</p>	
<p>7. AOB and member updates None</p>	
<p>8. Date of next meeting 20th September 2022, 2.30pm on TEAMS</p>	