

King's Lynn Town Deal - Skills Forum

Meeting Minutes

Date Tuesday 13 th December 2022	Location Microsoft Teams
Time 14:30 – 15:30	Chair David Pomfret

Attendees		Apologies	
Becky Box	BCKLWN	Debbie Gates	BCKLWN
Carl Fiander	Adult Learning	Denise Saadvandi	Adult Learning
David Pomfret	CoWA	Jan Pitman	Norfolk Museum Service
Duncan Hall	BCKLWN	Jemma Curtis	BCKLWN
Hannah Edge	KL Multi-user Community Hub	Laura Bowater	UEA
Jo McKenzie-English	NCC KL Team	Nicci Broughton	DWP
Lisa Taylor	NCC KL Team	Robert Jakeman	West Norfolk CCG
Louisa Kiddell	NCC KL Team	Verity Bennett	NCC - Town Deal
Natasha Waller	NALEP		
Ruth Royle	NCC KL Team		
Tim FitzHigham	KL Guildhall and Creative Hub		

Minutes	Actions
1. Welcome and Apologies	
2. Previous minutes action Cross-cutting Themes: NW asked how the project support families more, for example whether the project could offer a wraparound support for families and breaking down the barriers of individuals within this. There are a number of vulnerable individuals coming through, and they are being signposted to support services on a case-by-case basis; but not easily measurable as cross-cutting theme due to the scale of the challenge.	
3. King's Lynn Youth Retraining Pledge/Progress update Ruth Royle, Lisa Taylor and Joanne McKenzie-English presented an update on the project. <ul style="list-style-type: none"> Over 100 young people are now registered with the project 	

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<ul style="list-style-type: none"> • The procurement framework is now up and running, with providers selected to deliver activity – so far Leadership & Management, Cyber Security, Confidence Building, CSCS Card and Wellbeing in Nature courses have been planned. The framework will be reopening in January for additional applications. • A rebrand with a local designer and CWA is underway, in the meantime BCKLWN have developed some interim social media assets; Lisa gave some examples of the submissions from Young People so far. • The team have presented with the Town Deal Board, where they have approved the repurposing of the budget (following an underspend on a physical premises which was originally intended) which means the project can now employ another Project Activity Co-ordinator to support Jo. • Regular meetings are now taking place with partners, schools, DWP, neighbouring County Councils, and other Town Deal projects. There has been some difficulty in engaging with King Edward VII Academy (KES) but all other secondary schools are engaging positively with the project. • NEET data is coming through for the first time • The Enterprise Challenge (with BCKLWN, Careers Hub and the Guildhall), which was hoping to take place before Christmas, will now take place at Easter. • They have not had much success in organising First Aid Training at CWA - if David could assist in pushing that through that would be helpful. • The team will begin working on engaging employers in the New Year, using the new branding, and have attended some employer networking events. • Statistics were presented which demonstrate the types and challenges of the young people who have been registered on the projects so far, highlighting how far many are from being work-ready. 	
<p>The presentation to be circulated with the minutes.</p>	<p>DP</p> <p>KLYRP Team</p>
<p>The team want to thank David for the success achieved through working with colleagues at CWA - the college staff have been very helpful and asked David to pass on their thanks, they have made Jo feel very welcome.</p>	<p>DP</p>
<p>Skills Bootcamps apply to the 19+ cohort, Natasha suggested they report back on them at the next meeting.</p>	<p>NW/LEP</p>

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<p>Duncan asked if the team have been working with Paul Harrison at BCKLWN, which they have recently - they will also be in touch again when they are ready with the new branding. Next week the team are meeting with Paul Smith at CWA who looks after employer engagement.</p> <p>Overall, its been good to pick up the issues being faced on the ground and systematically, and reporting them back to the group for stakeholders to discuss how those problems can be tackled.</p> <p>The skills group re-iterated their positive feedback to the team for all that the project has achieved so far.</p>	
<p>4. Multi-User Community Hub (MUCH) update</p> <p>Hannah Edge delivered a presentation on the MUCH, a sister project to KLYRP, funded by the Town Deal and NCC, to provide an update and discussion on how skills work can support the project.</p> <p>The multi-user community Hub team are based within the Information and Management Team within Norfolk County Council, with Hannah as Programme Manager, and Verity Bennett as Project Manager.</p> <p>It brings together many partners to deliver a modern library service in KL, as a central hub for the community and a business centre. Designs of the space so far want to weave in accessibility and they welcome input as to how skills projects can best be accommodated – there will be study spaces for young people, consultation rooms and drop-in learning zones; they want to make sure that residents know what services they are getting. They would like to know how their building can enhance ‘learn, meet and grow’ within the town centre and work with the steering group to see how their experience can help with the design of services.</p> <p>DP –we need to ensure clear progression opportunities for students across all forms of learning – shared branding and materials, a ‘one stop shop’ concept, alongside the Guildhall Project.</p> <p>We will think about skills dimension and discuss in future meetings. How do we make this work and make this last (County Deal Opps) and this group will make it and stop it fizzling out? What happens after Town Deal board and create revenue in the long term.</p>	HE to provide presentation
<p>5. Guildhall & Creative Hub update</p>	

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<p>Tim FitzHigham is Creative Director at The King's Centre and BCKLWN Culture Officer and is responsible for the entire site from the road to the river.</p> <ul style="list-style-type: none"> • The Guildhall is the only theatre that Shakespeare performed in that is still in use, and the oldest working theatre in the UK. Taking what the borough council owns and turning it into something niche for everyone to use. • There will be a creative hub onsite to support Young People through both Visual and Performing Arts. • They are trying to develop a flexible space, that can be changed around, as at the moment it is all auditoria. Architects are thinking about how it could work with a flat floor. • Has its own education officer to liaise with schools and not lose work already done and really want to take the opportunity to get kids and young people in there. • Lots they can engage young people with, such as specialist building trades. National Trust want to do this in 2023/24. • The Young Carers Association use the building and there is value seen in what's sitting there already for young people, an opportunity to pull together and inspire them. • There are Partnership opportunities around marketing & tourism, working in, and with, the garden/outdoor space. "Collusion" resides in the White Barn (Art Technical Co) <p>DP – Huge opportunity to take this forward. RR Synergy with other projects let KYLRP to continue, there's a need to link in with other projects, it will take a generation to get to where KL needs to be TF – plan to regenerate King's Street, 3 public realms with a focus on young people, will do what they can to make this happen DP – Keep in touch to move things forward</p>	<p>TF to provide presentation</p>
<p>6. AOB and member updates</p> <p>RR – the Town Deal has a new reporting structure. It has been suggested that MUCH & YRP steering group meetings are combined and take place monthly and are then fed back to the Town Deal Board. However, it has been agreed that YRP will update MUCH monthly rather than attend a monthly meeting as both projects are at such different stages.</p> <p>CF extended his thanks to the team for their work on the YRP.</p>	

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<p>Under the County Deal, The Adult Education Budget will be controlled by Norfolk County Council. The Department for Education has not said what AEB has to be spent on as yet, but it is important to create accessible progression pathways, and Adult Learning want to offer the same as CWA but in a different way.</p> <p>CF said that they are excited for new training centre in North Lynn under the plans.</p> <p>DP mentioned that there are opportunities for everyone to think about how to use AEB.</p> <p>DH – This group is a driver for change, there is a lot more to do to support young people and more money is required to support this</p> <p>DP – a foundation skills student won silver medal at World Skills UK Awards for Horticulture; their confidence is now off the scale. A team of students achieved silver in Digital Media Production and a student was highly commended in Electrical Installations. Overall CWA were 45th college in the UK and No. 1 ranked college in the region. The Awards provide an opportunity to inspire and engage students.</p>	
<p>7. Date of next meeting</p> <p>15 March 2023 - TEAMS</p>	