**London Anchor Institutions’ Network (LAIN) Hiring & Skills Working Group**

**Minutes**

**16:00 – 17:30 GMT, 11 July 2022**

Meeting convened via Teams

**Co-Chairs:** Janet Gardner (Waltham Forest College) & Karima Khandker (Thames Water).

**Attendees:**

Michelle Cuomo-Boorer (GLA), Beth Wheaton (GLA), Asif Hussain (GLA), James Lloyd (TfL), Alexia Nazarian (Bloomberg Associates), Anna Kyprianou (Middlesex University), David Steeds (DWP), Dr Kate Daubney (University of London), Rebecca Baker (Film London), Shehreen Najam (GLA), Inna Yordanova (London Councils), Claire Churchill (NHS), Andrew Pace (UK Power Network).

**Apologies:**

Alison May (London Borough of Lambeth), Jemma Water (Lloyds Bank), Emma May (Work Avenue), Matt Simmons (Metropolitan Police Service), Mark Hilton (London First), Sally Burtonshaw (London Higher), Paul Marshall (University of East London), Sam Gurney (Trades Union Congress), Jenny King (Prince’s Trust), Tess Lanning (London Borough of Barking & Dagenham), Shakira Keddo (GLA), Mary Vine-Morris (AoC), Forogh Rahmani (GLA), Souraya Ali (GLA), Dianna Neal (London Councils), Victoria Sterman (Resource Centre).

**Discussion:**

1. **Introduction:**

* Janet and Karima introduced themselves as the co-chairs and briefly outlined the agenda items and changes in the resourcing to the group.
* Janet thanked Bloomberg (Bridget and Alexia) for their work on getting the group to where it is now, and for developing the ‘projects’ discussed last time. Colleagues thanked Janet and Karima for stepping up to chair.
* The group will still be supported by GLA officers and Bloomberg.
* The discussions were built around the outcome of the meeting held on 14th March and 1:1 sessions, where projects were discussed and prioritised by the group to take forward.
* In this meeting, it was decided ‘Project 3: collecting and sharing best practice in reducing barriers to recruitment’ would be the immediate priority for the group to take forward.

1. **Sharing baseline data on the group’s agreed metrics and measuring impact (please see attached appendix 1 for details on the template that reflects collective targets, workstreams and metrics)**

* Janet discussed headline metrics that are mentioned in the attached appendix 1.
* In reference to pay gaps, Andrew Pace flagged that data from their organisation would be wider and cover their offices outside of London, so standardised targets would not work for them. Janet responded to this and clarified that this is relevant only for London offices.
* There was also a discussion around the fact that the role of an ‘Anchor’ is bigger than just direct recruitment, for example, levy transfer. It was then agreed that we would as a group like to capture this impact.
* It was agreed that a template for organisations will be circulated to select from metrics they can sign up to and specify target due dates. A timeline for these metrics to be achieved will be created.
* A consensus was taken for members to agree on two collective targets (which are included in the template), as well as additional workstreams and metrics that organisations will sign up to on an individual basis. The working group will track to keep the group accountable towards their goals.

1. **Implementing project 3: ‘collecting and sharing best practice in reducing barriers to recruitment**

Open discussion took place around areas surrounding best practice in reducing barriers to recruitment. Case studies showcasing best practice in reducing barriers to recruitment were shared by member organisations:

* **James Lloyd (TfL): shared an example of the Transport Museum Pre-employability Programme**.
  + This is a 4 day programme of support for 16-24 NEETs.
  + The programme revolves around live vacancies and the museum works with employers to tailor to their vacancies.
  + Some statistics were shared on the impact of this programme: They faced challenges particularly getting women into technical apprenticeships. They had no women in 2018 on L3, in 2019 they had 20%, and 37% in 2020. Fleet engineering is now at a 50:50 ratio for the first time ever. This scheme was key in delivering this change.
  + Participation from BAME groups was 57%. The number of women participating was low due to Covid. They are currently awaiting next figures.
  + The key findings from this programme in regard to skill sets that people lacked and wanted to acquire was confidence, public speaking and presentation skills.

1. For more information on the programme, please see link: [Everyone's Future Counts (tfl.gov.uk)](https://content.tfl.gov.uk/everyones-future-counts-def.pdf)
2. <https://www.ltmuseum.co.uk/about/opportunities/young-people/route-work>

* **Beth Wheaton & Shehreen Najam (GLA): shared an example of how City Hall is offering support to adult education providers to meet the Mayor’s Good Work Standard**. The GLA is developing a wider support programme through which they will be commissioning and developing toolkits to support providers meet the Good Work Standard in order to be more representative of the communities they serve. Outputs and toolkits will be shared with this group.
* **Karima Khandker (Thames Water): Shared an example from Thames Water’s work to support prison leavers.**
  + Thames Water set out a skills strategy in 2021 which has given Thames Water a clear direction.
  + It is important to note that this is not part of their CSR agenda but is being integrated into business as usual.
  + Some colleagues were concerned about the programme and they had to be open with the team.
  + Thames Water signed up to ‘Ban the Box’.
  + They identified charitable trusts and organisations to work with. They educated them on the roles available in the business and also looked at steps that could be taken to make recruitment more inclusive.
  + The team had put people on job trials and were very transparent about the roles that were offered. People in this cohort have been let down a lot previously, and so the team needed to make sure that there are no empty promises made to them to add to their past disappointments.
  + Karima shared examples of tailored support offered to individuals, working with the team and charity partners, including for people without fixed abode/bank details and for some individuals who had been called back to court post-covid in Scotland.
  + For more information on this, please see link: https://key4life.org.uk/
* Other links were shared which showcases examples and work done by organisations to reduce barriers to recruitment:

a. <https://workingchance.org/>;

b. [Home - New Futures Network](https://newfuturesnetwork.gov.uk/).

**Actions:**

* A template will be circulated to the group, where members will be required to input their baseline data and targets. Members are asked to complete this by 1-2 weeks prior to the next meeting.
* It was agreed that there would be a change to the wording on the existing metric on apprenticeships and work placements. This will not just focus on those that pay LLW, but also those that lead to LLW jobs.
* For the next meeting, members were requested to share examples and case studies of work they are leading to break down barriers to recruitment for priority groups, for others to learn from or adopt. Rebecca Baker from Film London volunteered to share an example from her organisation in the next meeting. Rebecca will be sharing a case study on the returners programme supporting 20 returners to film and tv, who faced barriers to returning into work due to illnesses or disability, out of which the majority were parents and care givers.
* A general consensus was that videos may be a good format for sharing case studies, particularly if they include participants to showcase real examples.
* Suggestion to bring in a guest speaker for the next meeting: a recipient, who has benefitted from one of the programmes (introduced to reducing barriers to recruitment) that are run by member organisations.
* It was agreed that the next meeting will be an in person meeting on the 12th of September 2022. Anchors were requested to volunteer a venue for the meeting. Anna (North London) & James (TfL - Stratford) have offered a venue to host the meeting. Venue details will be shared once it is confirmed.

**Next meeting:**

09:30 GMT Tuesday 12 September 2022