

MAYOR OF LONDON

SKILLS FOR LONDONERS BUSINESS PARTNERSHIP

MEMBERSHIP APPLICATION PACK

November 2021

Dear Applicant,

Membership of the Skills for Londoners Business Partnership

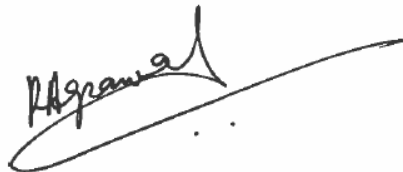
Thank you for your enquiry regarding the Skills for Londoners Business Partnership.

This pack provides you with information about the role of the Skills for Londoners Business Partnership and details about the application process.

If you have any queries on the content of this pack, please contact **Claire Sherer** at SfL@London.gov.uk.

We look forward to receiving your application.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Rajesh Agrawal', followed by a long, sweeping horizontal line that extends to the right.

Rajesh Agrawal
Deputy Mayor of London for Business

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1. Introduction

Thank you for your interest in becoming a member of the Skills for Londoners Business Partnership (hereafter referred to as the Business Partnership). This is an exciting opportunity at an important time as London recovers from the effects of Covid-19. As a member, you will bring your skills and experience to advise the Mayor on how skills provision can be better aligned to the needs of the economy in London, including specialist, industry-relevant and higher-level skills provision to meet sector based and occupational challenges.

2. About the Skills for Londoners Business Partnership

In his [Skills for Londoners Strategy](#), the Mayor of London sets out his vision for 'A City for all Londoners - making sure Londoners, employers and businesses get the skills they need to succeed in a fair, inclusive society and thriving economy.'

One of the key priorities at the heart of the Strategy is to meet the needs of London's economy and employers both now and in the future. This means working with employers through the Business Partnership to help steer skills provision to make sure that the delegated Adult Education Budget (AEB) and wider technical and vocational education system delivers for the London economy.

In response to the Covid-19 pandemic, the Mayor, in partnership with London Councils, brought together leaders from across the capital and established the London Recovery Board (LRB). The LRB set out a recovery programme to 'restore confidence in the city, minimise the impact on communities and build back better the city's economy and society'. The programme identified nine Missions to achieve this aim.

The *Helping Londoners into Good Work* Mission sets out the ambition to help Londoners into good jobs in sectors that are key to London's recovery.¹ As part of the mission, the Mayor has committed to establish an Academies Programme to provide Londoners most impacted by the pandemic to access the skills and support they need to progress into good jobs. The academies will be focussed in the following sectors: digital, creative, green, hospitality and social care.²

¹ Further information on the London Recovery Programme and Missions is at https://www.london.gov.uk/sites/default/files/recovery_programme_overview.pdf

² The Mayor's Academies Programme will, in the first instance, commission sector hubs – partnerships of training providers, employers and other stakeholders – to deliver the skills and employability offer in each sector. Applications to coordinated hubs closed on 24 September 2021 with Academy provision starting in early 2022.

The Business Partnership will help to steer, challenge and oversee the strategy and programme of activities of the *Helping Londoners into Good Work Mission* to ensure Londoners and businesses get the skills they need to succeed.

The Business Partnership's overarching aims are to:

- improve London's skills system to better meet the needs of employers, businesses and the London economy;
- increase skills investment and workforce development in London's industries to meet the demands of the global economy; and
- improve information and data on occupational skills needs from employers, and ensure the most accurate/reliable data is used to inform skills provision in London.

The Business Partnership was first established in July 2018. It meets approximately four times per year and there seven vacancies we are looking to fill.

3. Membership and Governance

Membership of the Business Partnership comprises up to 16 members from London's businesses, employers and representative bodies. A trades union representative is also appointed to the Business Partnership at the Mayor's discretion. The Business Partnership is chaired by Rajesh Agrawal, Deputy Mayor for Business, and Deputy Chaired by Rupa Grahame, Senior Talent Partner, Sainsbury's.

There are currently up to seven vacancies on the Business Partnership and the Mayor will appoint any new members from applicants demonstrating substantial experience, expertise and knowledge of the skills challenges facing London's sectors (particularly the hospitality, green,³ social care, logistics and aviation sectors).⁴ This will include understanding of distinct issues impacting London's workforce relating to Brexit, automation and an aging workforce.

The Business Partnership is an advisory body to the Mayor and works closely with the Mayor's [Skills for Londoners Board](#), [Business Advisory Board](#) and [LEAP](#) (London's Local Enterprise Partnership). It will also work closely with other Mayoral advisory bodies, affiliated or partnership bodies (such as the Healthy London Partnership and the London Workforce Board) and sectoral and local business groups as appropriate.

³ Further details on London's green (Low Carbon Environmental Goods and Services) sector is at <https://www.london.gov.uk/what-we-do/london-low-carbon-sector-interim-report-2020>

⁴ These sectors include those part of the Mayor's Academies Programme and others important to London's economic growth.

4. Role Specification

The role

The Mayor is seeking to appoint members to the Business Partnership who will bring a strong business/employer voice to the board as well as experience of the challenges and opportunities, particularly in London's hospitality, green, social care, logistics and aviation sectors. Members will need excellent knowledge of the opportunities and challenges facing London's sectors to support the London Recovery Programme and Mayor's manifesto commitments. Members will be able to advise on how the Mayor can improve jobs and skills opportunities and support Londoners and London's employers in relevant occupations/ sectors.

Duties

- Attend and contribute to Business Partnership meetings, having prepared appropriately. Meetings are usually held quarterly.
- Advise the Mayor and the Skills for Londoners Board on meeting occupational skills requirements through City Hall's skills and employment programmes including, but not limited to: the £330m per annum AEB; the European Social Fund; and the Skills for Londoners Capital Fund.
- Review, contextualise and endorse skills data prior to publication to help inform skills provision and support learner decisions, including considering changing employer demand due to technology/automation and Brexit.
- Steer and advise the Mayor on the implementation of manifesto commitments, particularly in relation to apprenticeships.
- Review the success of sector or occupationally specific skills projects led by City Hall in meeting identified needs.
- Consider new priority sectors and occupations that would benefit from direct interventions to address skills challenges.
- Help to define and promote the development of core employability skills with providers, including reviewing evidence of what works to develop these much-needed skills through embedded or stand-alone approaches.
- Encourage innovation and transfer of learning in the skills system.
- Provide advice on the implementation of the Apprenticeship Levy, standards and T Levels in London.
- Help to identify and promote business benefits arising from skills development and investment.
- Represent the Business Partnership at relevant meetings and events where agreed by the Business Partnership.

- Attend and/or chair any sub-groups as assigned.

Criteria

Successful applicants will bring to the Business Partnership:

- senior and substantial experience, ideally working in the hospitality, green, social care, logistics and aviation sectors;
- the ability to advise in relation to skills challenges faced by employers in the hospitality, green, social care, logistics and aviation sectors;
- an ability to provide thought leadership and drive improvement in London's skills system;
- high level experience of representing and/or influencing strategic bodies, boards or political organisations;
- an ability to represent the Business Partnership effectively to external stakeholders;
- an ability to act as a conduit between the Business Partnership and the business community; and
- an ability to engage the confidence of the Mayor and strengthen his vision, values and objectives.

Profile of successful candidates

We aim to achieve a diverse Business Partnership, containing a broad range of experience. Applications are welcome from leaders from all parts of London's business community, employers and sector skills councils.

Applications are particularly encouraged from business leaders and/or sector representatives with expertise in the hospitality, green, social care, logistics and aviation sectors.

We would welcome applications from across all sizes and types of employers, businesses and employer member bodies, and will seek to ensure members from small business and entrepreneurial backgrounds as well as members from bigger businesses/employers are represented on the Business Partnership.

The successful candidates will be the individuals who best meet the criteria section listed in the role specification criteria above and have relevant expertise or understanding of one or more of the sectors identified.

London's diversity is its biggest asset and we strive to reflect London's diversity in all board appointments. The aim is that the Business Partnership reflects London's diversity, so we welcome applications from all sections of the business community, regardless of age, gender, ethnicity, sexual orientation, faith or disability.

5. Appointment Details

Time Commitment

The Business Partnership meets approximately quarterly. Meetings will generally take place at locations across London including City Hall, and in locations hosted by members. Meetings may also take place remotely. The Business Partnership may decide to establish sub-groups for a particular purpose and successful candidates may be asked to join one or more of these groups.

Remuneration/ Expenses

Membership of the Business Partnership is honorary and unremunerated although members will be entitled to be reimbursed, in accordance with the GLA's Expenses and Benefits Framework, for travel expenses reasonably incurred in performing their role in connection with the Business Partnership.

Length of Tenure

The length of tenure for all members of the Business Partnership will run to 31 August 2024.

Start Date

Appointees are expected to be available to take up their role in February 2022.

6. Appointment Process

Following assessment of applications against the criteria for appointment set out above, shortlisted applicants will be interviewed in the weeks commencing 10 and 17 January 2022. Please ensure your availability during this period.

The GLA promotes an equal opportunities policy. Appointments are made on merit, following a fair and transparent process, and these appointments are governed by the Nolan principles and the Mayor of London's protocol on appointments. Please view our [Protocol on Mayoral appointments](#) for further details.

Appointments are subject to confirmation by the Mayor and expected to be announced in February 2022.

7. How to Apply

You are asked to submit a CV and a covering letter (covering letter should be no more than two sides).

The covering letter should provide details of the relevant experience that equips you to serve as a Member of the Skills for Londoners Business

Partnership, in particular addressing the criteria section under the role specification above. It should also include any expertise or understanding of one or more of the sectors identified in the 'Profile of successful candidates' section above.

Your CV should contain details of employment, public appointments, qualifications history and the name and contact details of two people who are willing to provide a reference for you. It should also include any relevant information regarding your eligibility for appointment and any directorships you hold.

Applications should show substantial current experience in sectoral and/or occupational skills challenges and an excellent understanding of the London economy. Consideration will be given to ensuring that as a whole, the Business Partnership is equipped with a breadth and depth of expertise relating to London's key sectors and occupations.

The aim is that the Business Partnership should reflect London's diversity, so we welcome applications from all sections of the community.

You can submit your CV and covering letter via our online recruitment system. You will also be asked to provide recruitment monitoring information as a part of the process.

If you have any queries around the content of this pack or to arrange confidential discussion, please contact Claire Sherer at SfL@London.gov.uk in the first instance.

If you require information in an alternative format, please contact the GLA recruitment team via andrew.baxter@london.gov.uk.

The closing date for submission of applications, including the recruitment monitoring form, is **Tuesday 07 December 2021 at 23:59 GMT**.

Thank you for taking the time to apply for this role. All data will be processed in accordance with the provisions of the Data Protection Act.