



**CORNWALL &
ISLES OF SCILLY**
LOCAL ENTERPRISE PARTNERSHIP

Minutes

Meeting Title:	CloS Employment and Skills Board	
Date:	9 October 2019	
Time:	2pm to 4:30pm	
Location:	Boardroom (J417), Level 4 John Keay House, Tregonissey Rd, St Austell PL25 4DJ	
Chaired by:	Paul Massey	
Membership:	Paul Massey	Lindsey Hall
	Phil Mason	Paul Wickes
	Tim Osborne	Stuart Roden
	David Walrond	Tarn Lamb
	Dawn George	Mark Williams
	Jim Grant	John Evans
	Trevor Doughty	
Observers:	Frances Brennan	Terri Whitten
	Mark Duddridge	Josie Gough
	Clare Harris	
Officer support	Cathie Kessell	Glenn Caplin
	Emily Kent	Stacey Sleeman
	Ben Bolton	Debbie Osborne

Minutes		Action
1.	<p>Welcome, Introductions and Apologies</p> <ul style="list-style-type: none"> Paul Massey welcomed everyone to the meeting and in particular John Evans who is replacing Elaine McMahon as Principal of Cornwall College, group in turn introduced themselves. Apologies received from Ben Bolton, Glenn Caplin, Dawn George, Trevor Doughty, Clare Harris, Tim Osborne, Josie Gough, Lindsey Hall, Mark Duddridge, Phil Mason and Terri Whitten. 	
2.	Employment and Skills Board 12 June 2019	

Minutes	Action
<ul style="list-style-type: none"> • Minutes from 12 June 2019 were agreed as a true and accurate record. • All actions completed. 	
<p>3. Employment and Skills Board Progress Report</p> <ul style="list-style-type: none"> • Progress report to be brought to each ESB to help capture all activity in one report to allow ESB agendas to have more focused items. Report to be taken as read. <p>Highlights</p> <ul style="list-style-type: none"> • Skills Hub 2: will now be approved through PCR route rather than a formal bid. Josh Hoole from Skills Hub is in contact with DWP. • Beacon: Additional £79k funding secured for AI work and has submitted proposals for Phase 2 to take project up to April 2020. Will keep ESB updated. • Skills Advisory Panel: ESB advised that Christopher Mussett has now left authority. LEP Executive now working with Metro Dynamics to turn into evidence base for Local Industrial Strategy over the next couple of weeks. Will be invited to attend the next meeting of ESB in December. • Careers Hub: State of Nation report received from CEC with CloS LEP receiving its own congratulations letter. Is currently 8th in country and above average on indicators. Had successful Skills Show on 8 October with 3 to 4k visitors. CEC were present and met with LEP representatives. Going forward the Careers Hub should have similar arrangements to this academic year. • Digital Skills Partnership: Treasury have signed off another years funding and working locally and nationally on a sustainable model. • Institute of Technology: Building work starts on facility in Truro in February 2020 with a finish build date of December 2020 at a cost of £7m. Looking at 240 learners by 2024. Another 6 IoTs were announced at the recent Conservative Party Conference. • Skills Action Plans: More work to be undertaken to develop statements and priorities and how feeds into existing strategy. 	

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<ul style="list-style-type: none"> • Apprenticeship Campaign: Website now live and receiving good social media visibility. Had an Apprenticeship Zone at the Skills Show on 8 October and will be attending Festival of Business at the end of October. • ESF Programme: <ul style="list-style-type: none"> ○ ITI Board have now written to DWP re delays, response received which will be shared with ESB Members. Action 1: LEP Executive to share DWP letter and response with ESB Members. ○ Has received positive feedback on new applications. ○ Meeting with Clare Maguire taking place on 15 October. ○ Report on match funding being taken to Cabinet in relation to project pipeline. ○ Are still issues on Skills Delivery but Mark Williams in conversation with Sebeail Fowell. ○ With regards to Smart Specialisation, have had a response from approver but questions have been raised and currently being looked at. ○ The recent calls have received some good bids. ○ Need to ensure no gap in delivery. Have written to MA asking for CloS to be taken out of the single pot process. Action 2: LEP Executive to share MA letter with ESB members. • Construction: Building Cornwall website now live. ESB members encouraged to take a look and share with networks www.buildingcornwall.co.uk • Discussions taking place over the potential of the PA2 group including the Employer Led Skills Group members to allow the group to be more operational. Over the next couple of months though SAP process will be the opportunity to appoint more members to the ESB and the sub groups. • Community Grants Fund: to build on the CLLD work the ability to have a flexible fund will be useful. This will be raised in the meeting with Clare Maguire on Tuesday. • TA Team have commissioned Ash Futures to prepare some social economic data. Will be interviewing people involved in Growth Programme and would be useful to 	<p style="text-align: center;">SS/DO</p> <p style="text-align: center;">SS/DO</p>

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	involve the ESB members in that consultation. Will then be brought back to ESB as a future hot topic. Action 3: LEP Executive to liaise with Ash Futures over involving ESB members in consultation.	SS
4.	Digital Skills Partnership Update <ul style="list-style-type: none"> • Report to be taken as read. • With regards to the 3 recommendations: <ul style="list-style-type: none"> ○ The Employment and Skills Board ratify the proposed structure and membership. RATIFIED ○ The Employment and Skills Board recognise the expectation that the DSP will become locally sustainable in year 3 (Further paper to follow as the detail is developed). AGREED ○ The Employment and Skills Board nominate a dedicated Member to sit on the Digital Skills Partnership Executive Group to represent and report to the ESB. AGREED TO LEAVE THIS VACANCY UNTIL THE ESB RECRUITMENT HAS TAKEN PLACE. 	
5.	Any other business <ul style="list-style-type: none"> • None 	
	Date of next meetings: <ul style="list-style-type: none"> • 11 December 2019 2pm to 4:30pm (Cornwall Marine Network) • 12 February 2020 2pm to 4:30pm (Grenville NCH) 	
	Actions from today's meeting 9 October 2019 <ol style="list-style-type: none"> 1. LEP Executive to share DWP letter and response with ESB Members. 2. LEP Executive to share MA letter with ESB members. 3. LEP Executive to liaise with Ash Futures over involving ESB members in consultation. 	SS/DO SS/DO SS

Meeting finished at 2:45pm