



Minutes

Meeting Title:	CloS LEP Employment and Skills Board	
Date:	10 February 2021	
Time:	2pm to 4:30pm	
Location:	Via MS Teams	
Chaired by:	Frances Brennan	
Membership:	Frances Brennan (Chair) (FB) Clare Parnell (Vice Chair) (CP) Adrienne Murphy (AM) Alex Lingard (AL) Andrew Finley (AF) Caitlin Gould (CG) Chris Mann (CM) Eric Nicholls (EN) Ian Curnow (IC) John Evans (JE) Julie Gripton (JGr) Nicky Hector (NH) Paul Wickes (PW) Meredith Teasdale (MT)	Phil Mason (PM) Rob Ingram (RI) Stuart Roden (SR) Clare Harris (CH) Cathie Kessell (CK) Emily Kent (EK) Glenn Caplin-Grey (GCG) Stacey Sleeman (SS) Kate Evan-Hughes (KEv) Mark Duddridge (MD) Emma Stratton (ES) James Neale (JN) Kate Ellis (KEI)
Observers:	David Krohn (DK)	Steve Harries (SH)
In attendance:	Sharron Robbie, D & C Training Providers Network Limited Faith Graham, Redbox Research	
Supported by:	Debbie Osborne, LEP Executive Team	

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1.	Welcome and Apologies <ul style="list-style-type: none"> Chair welcomed everyone to meeting. Apologies received from Glenn Caplin-Grey, Meredith Teasdale (Kate Evan-Hughes in attendance), Phil Mason (Emily Kent in attendance) and David Krohn. Members 	

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	will be advised that whilst Josie Gough is currently on secondment to the Cabinet Office leading on G7, David will be attending meetings up to the end of July.	
2.	<p>Employment and Skills Board 9 December 2020</p> <ul style="list-style-type: none"> • Minutes from 9 December 2020 were agreed as a true and accurate record. • All actions covered or on today's agenda. 	
3.	<p>Kit4Kids Update</p> <ul style="list-style-type: none"> • Campaign spearheaded by SS so credit and thanks to be recorded. • Following a survey of schools was highlighted that 2000 families were in need. • £75k was initial target with a stretch target of £200k with large donations received from DSP, Cornwall Council and local businesses. • 78 schools contacted and were prioritised in order of need. 50 of those schools have signed agreements and will received £800 to £1000 each. Schools have been asked to report back on what equipment purchased and how many families have been supported. • SS: £6k received from Cornwall Council members community chest and Cornwall Marine Network have donated 15 laptops. • JE: College has technical equipment available but questions where the money is being spent as HE and FE seem to have been left out of scheme. SS: needed a good understanding of what technical equipment was needed and schools were prioritised first. Funds have been distributed to schools to help families most in need and ensure money is spent for that purpose and through reporting will allow monitoring. • FB: Campaign was a wonderful idea and praise to AL and SS to get scheme off the ground and be a success and great to see the new ESB members (AL and CG) leading on the campaign. 	
4.	<p>Progress Reports</p> <p>Employment and Skills (Stacey Sleeman)</p> <ul style="list-style-type: none"> • Report to be taken as read but highlights include: <ul style="list-style-type: none"> ○ Skills Hub: Bethany Allen now in place as Hub 	

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<p>Manager.</p> <ul style="list-style-type: none"> ○ Beacon: Funding secured for Phase 2 of project ○ Apprenticeships: Apprenticeship Week this week with lots of social media activity taking place. ○ ESF: Around 101% committed on programme with final appraisal taking place on 5 last priorities. <p>Digital Skills Partnership (Caitlin Gould)</p> <ul style="list-style-type: none"> ● As part of the Kit4Kids Campaign have linked with Software Cornwall on the safe purchasing of laptops and digital content copy. Will share with members when ready. ● Setting up proactive working groups to cover digital inclusion, connectivity, looking at differing needs for all age groups. ● Looking at digital support mapping to find out what training, funding etc is available across sectors. ● Working on a digital manifesto that complements Cornwall Council's Digital Strategy ● Have offered support to Town Deal groups and also G7 summit. ● CH: DSP submit monthly reports to DCMS, agreed now that these will be shared with ESB members on a monthly basis. ● Looking to build on digital inclusion following on from the Healthwave work. ● DCMS are running a survey as a call for employers to act now in support of the vital digital skills needed for the UK economy. ● RI: The Turing Scheme is the UK government's scheme to provide funding for international opportunities in education and training across the world. It supports Global Britain by providing an opportunity for UK organisations from the higher education, further education, vocational education and training and schools sectors to offer their students, learners and pupils life-changing experiences to study or work abroad. ● CH: DSPs in Cheshire and Warrington, Lancashire, Heart of the South West, Cornwall and the Isles of Scilly, West Yorkshire, the West Midlands and the South East, are 	

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	<p>working together, and with regional partners, to lay on events for SME's, Charities, Education Providers and residents, to help boost digital skills in their region.</p>	
5.	<p>Training Provider Network Update <i>(Sharron Robbie, D & C Training Providers Network Limited)</i> Sharron.Robbie@trainingprovider.com</p> <ul style="list-style-type: none"> • Represents training providers across Devon and Cornwall which includes Cornwall College, Truro and Penwith College along with independent providers. In place to help support business and community. • Currently more than 50 providers on Network. • Post 16 Training most important for future development and growth. Retain, Attract and Upskill! • Sits on the Hearth of SW Skills Advisory Panel and is now keen to increase awareness in CloS LEP area and work with the ESB. • Working with larger organisations to help apprentices continue their training with donation of laptops, tablets and technical support. New funding streams going live and apprenticeship register being refreshed with existing providers being asked to reapply. • Wave 2 Bootcamps. Received some really good submissions with several from Cornwall. • Assisting with adult education budget procurement. • Network engaged strategically and operationally with members including Exeter University, Plymouth University, Marjons and Learning Partnership. • KEI: starting to see transferable skills coming into construction sector, pulling together some case studies and looking to do tailored programmes to understand what roles are available in sector, as there is still a lack of understanding on some opportunities. • CG: Cornwall Council are running STEM workshops so can be picked up with Jamie Reed. • JGr: Apprenticeships are increasing in health and social care but need to do more on traineeships. Agreed that JGr and SR have an offline conversation. • FB: working with Whitehead Ross Educating Consulting Ltd on Traineeships and is linked up with network. 	

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<p data-bbox="150 208 181 241">6.</p> <p data-bbox="256 208 544 241">Local Skills Report</p> <p data-bbox="256 248 770 286"><i>(Faith Graham, Redbox Research)</i></p> <p data-bbox="256 293 699 331">faith@redboxresearch.co.uk</p> <p data-bbox="256 387 1145 421">Presentation to be circulated to those not in attendance.</p> <ul data-bbox="256 439 1203 1529" style="list-style-type: none"> <li data-bbox="256 439 1203 562">• Redbox Commissioned in October 2020 to develop a Local Skills Report supported by an Evidence Base and Data Annex. <li data-bbox="256 573 1203 651">• All the work is prescribed by a DfE framework eg LMA confined to top level data. <li data-bbox="256 663 1203 835">• Work from 38 LEPs will feed into the work of the National Productivity Board so reports need to be consistent. However the reports are a starting point though to inform future areas of focus ie social inclusion. <li data-bbox="256 846 1203 925">• 50 different organisations engaged with through process to identify themes. <li data-bbox="256 936 1203 1160">• Following submission of draft document by 8 January 2021 deadline will now be redrafted following consultation workshops. DfE has feedback has been positive and they need no further input before publication. <li data-bbox="256 1171 1203 1339">• Some similarities to earlier strategy but with a new focus on Productivity and the low skills equilibrium; Foundation skills; Getting the foundations right in the ESB and Communications. <li data-bbox="256 1350 1203 1429">• Communications key to all activity and partner collaboration. Being a leader and responding effectively. <li data-bbox="256 1440 1203 1529">• Focus on 4 priorities: Young People; The Adult Workforce; Innovation and Employers; Social Inclusion. <p data-bbox="256 1585 427 1619">Next Steps</p> <ul data-bbox="256 1637 1203 2036" style="list-style-type: none"> <li data-bbox="256 1637 1203 1760">• SS: Report will now be updated following consultation workshops etc and be uploaded to LEP website by 31 March 2021. <li data-bbox="256 1771 1123 1805">• Will use the outcomes document to measure against. <li data-bbox="256 1816 1203 1895">• Key responsibility to coordinate what foundation strands are missing. <li data-bbox="256 1906 1203 1984">• Have a dedicated Communications Strategy with employed post. <li data-bbox="256 1995 1007 2036">• Take forward an Action Plan with key focuses. 	

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<ul style="list-style-type: none"> • Utilise some SAP funding to do a rolling programme of deep dives ie construction and digital which will supplement the overarching report. • Will be a regular update at ESB meetings. <p>ESB discussion</p> <ul style="list-style-type: none"> • ES: approach to the Real Living Wage in Cornwall? SS: Is a LEP priority and is funding a pilot in Penzance with the potential of expanding across county. • RI: Inward Investment: How can we attract larger organisations to base themselves in Cornwall? SS: Is a wider focus for LEP. MD: A lot of opportunities at the moment with the energy and space agenda and of course the G7 Summit being hosted in Cornwall. All will shine a light on county with G7 being used as main opportunity. CG: Town Plans concentrating on inward investment. They also look at the challenges of remote working and the potential of support ie workhubs and looking at the real living wage. CM: Aerohub site is a huge opportunity with custom grants available for building. SS: CloS LEP Enterprise Zones Board could pick up some opportunities and activity but need to be proactive and link back to the skills agenda. • FB: with so many sectors represented on ESB is a real opportunity to have lots of sectoral input to this report. CP: not forgetting the sustainable tourism strategy links. • FB: PA1 Group looking at the Transport issue with a task and finish group. • SS: could be a opportunity to look at some additional commissioned work. 	
<p>7. FE White Paper</p> <ul style="list-style-type: none"> • The Skills for Jobs White paper was published on the 21 January 2021 and includes a range of measures to realign the post-16 system around the needs of employers. The white paper's reforms include a greater role for employer groups in developing courses, the opportunity to establish new college business centres and provides further details on a new lifelong loan entitlement. The white paper also sets out plans to overhaul the funding and accountability rules for the post-16 sector, details of which will be 	

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	<p>consulted on later this year.</p> <ul style="list-style-type: none"> • Business groups are working alongside colleges to develop tailored skills plans to meet local training needs; supported by a £65 million Strategic Development Fund to put those plans into action and establish new College Business Centres to drive innovation and enhanced collaboration with employers. • Need to understand where the role of ESB sits. Use the Local Skills Report as a basis to identify requirements, including any further data gathering, to inform the development of the Local Skills Improvement Plans. Look at having complementary “reference” groups to include representatives from the Chamber, FSB, Growth & Skills Hub and College to take activity forward. • Along with the LEP Board, Kate Kennally (Cornwall Council CEO) has confirmed she is also keen to take this through the CloS Leadership Board. • Opportunity for specific sector based Academy/College based Business Centres ie construction. • JE: Will be recognised as an important part of the economic recovery. Cornwall and Truro & Penwith Colleges both undertaking a curriculum mapping exercise with potential funding from DfE being spent on chosen projects. Early days and working on details but will keep ESB members update. <p>Next Steps</p> <ul style="list-style-type: none"> • SS: As per report need authority from ESB to prepare a proposition to DfE to pilot Local Skills Improvement Plans in the Cornwall and Isles of Scilly Region; based on our existing governance and employer group structures and our devolution aspirations. THIS WAS AGREED. Action 1: People and Prosperity Team to prepare a proposition to DfE to pilot Local Skills Improvement Plans in CloS Region. 	SS
8.	<p>Any other business</p> <ul style="list-style-type: none"> • JE: Employer Advisory Board now set up across Cornwall College. • JE: 14-16 Pathways in construction being supported by Kier with potential of academies from September 	

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<p>onwards.</p> <ul style="list-style-type: none"> • SH: Kickstart Scheme has seen 494 job placements approved in Cornwall. Still slow to come through pipeline but team in place for Devon and Cornwall now so expecting pace to pick up. Action 2: LEP Executive to share latest Kickstart programme summary as of 8 February. • CH: Bid to DWP for midlife MOT (February to April 2021) has been successful. 	CK/DO
<p>Date of next meetings:</p> <ul style="list-style-type: none"> • 22 April 2pm to 4:30pm • 9 June 2pm to 4:30pm • 13 October 2pm to 4:30pm • 8 December 2pm to 4:30pm <p><i>Please note that the ESB are currently meeting virtually (via Microsoft Teams).</i></p>	
<p>Actions from today's meeting 10 February 2021</p> <ol style="list-style-type: none"> 1. People and Prosperity Team to prepare a proposition to DfE to pilot Local Skills Improvement Plans in CloS Region. 2. LEP Executive to share latest Kickstart programme summary as of 8 February. 	SS CK/DO

Meeting finished at 4pm