



Cornwall and Isles of Scilly Employment and Skills Board

Date 28 February 2018

Time 2.00pm to 4:30pm

Venue Room 2C03 Pydar House, Pydar Street, Truro, TR1 1XU

Agenda

Item No.	Timings	Agenda Items	Lead
1.	1400 - 1405	Welcome, Introductions and Apologies	PM
2	1405 - 1410	Employment and Skills Board 17 January a) Minutes b) Action Summary	PM
3.	1410 - 1500	New Frontiers, Skills Devolution 'asks' • Presentation	EK/SS
4.	1500 -1550	ESB Delivery Plan and Performance Monitor update • Presentation	SS
5.	1550 - 1600	Skills Advisory Panel Verbal update	CH
6.	1600 - 1610	Institute of Technology Verbal update	DW/RH
7.	1610 - 1620	ESF Update (see attached paper)	MW
8.	1620 - 1630	Any other business	ALL
Date of next meetings <ul style="list-style-type: none">• 1 May 9am Room 2C03 Pydar House• 27 June 2pm Room 2C03 Pydar House• 29 August 9am Room 2C03 Pydar House• 3 October 1pm to 3:30pm 2C03 Pydar House• 6 December 1pm to 3:30pm 2C03 Pydar House			

Papers to be included:-

- Paper 1: Agenda
- Paper 2: Minutes of meeting 17 January 2018
- Paper 3: ESF Update



Minutes

Meeting Title: Employment and Skills Introductory Session

Date: 17 January 2018

Time: 2pm to 4:30pm

Location: Lander and Boscawen Room, Truro Business Space, Chiltern House, City Road, Truro, TR1 2JL

Chaired by: Paul Massey

Attendees:

Jane Black (JB)	Paul Wickes (PW)
David Walrond (DW)	Sandra Rothwell (SRot)
Dawn George (DG)	Stacey Sleeman (SS)
Trevor Doughty (TD)	Stuart Roden (SRod)
Clare Harris (CH)	Tarn Lamb (TL)
Lindsey Hall (LH)	Emily Kent (EK)
Mark Williams (MW)	Mark James (MJ)
Mel Colton-Dyer (MD)	Jonathan Eddy (JE)
Paul Massey (PM)	

Officer support Debbie Osborne, LEP Executive Team (DO)

Apologies John Betty (Emily Kent substitute), Jim Grant, Raoul Humphries and Mark Duddridge

Minutes		Action
1.	<p>Welcome and Apologies</p> <p>PM welcomed everyone to the meeting and apologies duly noted. This is the first meeting of the refreshed Employment and Skills Board and a warm welcome to new members and also to Mark James from the Department of Education who is in attendance to inform the ESB about the latest on the Skills Advisory Panel (SAPs).</p>	
2.	<p>Introduction and scene setting</p> <p>Sandra Rothwell LEP CEO and Service Director Economic Growth</p> <ul style="list-style-type: none"> • Purpose of today’s meeting is to start looking at the priorities for the refreshed Employment and Skills Board (ESB). • Members will recall the work already undertaken on the ESB strategy refresh which was a big piece of work linked to the Strategic Economic Plan (SEP) with a focused vision for the employment and skills agenda. • We need to ensure no disconnect with wider LEP and 	



Minutes	Action
<p>Cornwall Council agenda, so working together to stay relevant to employers, businesses and young people.</p> <ul style="list-style-type: none"> • Board needs to be kept strategic and have an understanding of the links to other relevant working groups and boards. • Members will recall that just before Christmas, CIoS was identified as an area to look at the potential of a Skills Advisory Panel. Mark James from DfE is here today to discuss later but this a good opportunity for CIoS to work with DfE on this. • Would encourage members to relook at the Vision 2030 summary document which focuses on Business, People and Place. Productivity driven and getting the skills and inclusive growth agenda right is a big part of that Vision. • The LEP's 10 Opportunities was launched this week which will sit alongside the Strategic Economic Plan (SEP). The LEPs ambition is to be one of the first areas to have a local industrial strategy in place, this will set out governments ambitions for economic growth to 2030, will also include the Shared Prosperity Fund plans. This document allows us to start the dialogue with government and how we respond and react to those opportunities ie employment and skills. • Members are reminded that the ESB is a formal designated sub Board of the LEP, tasked with driving the employment and skills priorities and agenda of the SEP. • There is now a dedicated People and Prosperity team in place within the Economic Growth Service at Cornwall Council. The structure diagram can be found at Appendix 1. • Have a strong partnership with the voluntary and community sector and TL and others from the sector are working with the People and Prosperity Team on the Inclusive Growth Agenda, there is also the strong link with MW on funding. • The Employment and Skills Agenda also includes links with the Local Authority. Headed up by TD and JB the Early Years and Adult Social Care teams work in partnership with the LEP to widen the agenda and bring in extra capacity and resource. <p>Jane Black, Service Director Education and Early Years</p> <ul style="list-style-type: none"> • Main contact for ESB will be the Lead 11-25 Pathways, mainly in relation to SO4 (STEM, STEAM, Enterprise Advisors and careers/education guidance. <p>Sandra Rothwell LEP CEO and Service Director Economic Growth</p> <ul style="list-style-type: none"> • We will be adopting more of a commissioning approach 	



Minutes	Action
<p>with the Cornwall Council team, with set KPIs within a SLA. Board will performance manage and report back to LEP Board.</p> <ul style="list-style-type: none"> • CH to be congratulated on the work already completed, and now with new support will ensure capacity and resource in place to ensure the future. 	
<p>3. Recap on Strategy and Action Plan</p> <ul style="list-style-type: none"> • Members are reminded of the vision and 4 Objectives which set out our goal and scope of work. <i>"To provide strategic leadership that synchronises supply and demand for employment and skills resulting in transformational change for current and future generations"</i> <ul style="list-style-type: none"> ○ SO1: Develop our highly skilled workforce for tomorrow ○ SO2: Drive employer and individual engagement and investment in skills. ○ SO3: Enable people to access and progress in meaningful employment. ○ SO4: Enable people to learn about career pathways and be equipped for the world of work. 	
<p>4. Introductions from members</p> <ul style="list-style-type: none"> • Group introduced themselves in turn to group, and gave background and how their area of expertise contributes to the 4 strategic objectives. Below are key points of those individuals: <ul style="list-style-type: none"> ○ <i>Lindsey Hall (Real Ideas Organisation):</i> Chair of Pathways to Employment Group. ○ <i>Paul Wickes (Cornwall Marine Network):</i> Cornwall Apprenticeship Agency, helping SMEs to recruit apprentices. Cornwall Marine Network providing vocational work experience for employers. ○ <i>Tarn Lamb (CN4C):</i> Part of new working group to look at the Inclusive Growth Agenda and how opportunities are equalised across all sectors. ○ <i>Mark Williams (Cornwall Council):</i> ESF guidance advisor. Chair of Training Provider Network. ○ <i>Trevor Doughty (Strategic Director (Children, Families and Adults) Cornwall Council):</i> Interest in how skilled young people can contribute to the economy. ○ <i>Jane Black (Service Director Education and Early Years, Cornwall Council):</i> Big focus on vulnerable adults. Has close relationships with headteachers. ○ <i>Stacey Sleeman (People and Prosperity Manager, Cornwall Council):</i> Housing background which faces the same barriers as skills. Will be focusing on Inclusive Growth agenda and links to 10 Opportunities. ○ <i>Emily Kent (Head of Economy Skills and Culture,</i> 	



Minutes	Action
<p><i>Cornwall Council</i>): Responsibility for EU policy, future funding, Shared Prosperity Fund, economic intelligence and along with the People and Prosperity team responsible for Culture, Heritage and Cornwall Records Office.</p> <ul style="list-style-type: none"> ○ <i>Mel Colton Dyer (Cornwall Chamber)</i>: represents business and business skills. Has good connectivity with other Chambers and business community. ○ Sandra Rothwell then introduced and gave background to those not in attendance and also the importance of the links with the Skills and Growth Hubs in relation to delivery. ○ <i>David Walrond (Truro and Penwith College)</i>: Responsible for 3 campuses in Cornwall (Truro, Penzance and Bodmin), 1300 employees. Providing higher, further and foundation learning. Cross LEP working in relation to IIT. ○ <i>Stuart Roden (Regional TUC)</i>: Trade Union representative, looking at the opportunities to work together to integrate the health and social agenda into the workforce. ○ <i>Jonathan Eddy (BEIS)</i>: Local representative at Whitehall, can help with policy. ○ <i>Dawn George (Eden Project)</i>: HR Director with responsibility for inclusion in relation to employees and members of the public. Committed to increasing on site apprentices by working with local colleges. ○ <i>Clare Harris (Senior Skills Officer, LEP)</i>: Has links with Business Link and Young Enterprise Board. Is currently doing some collaborative work with the DWP on Work and Health Agenda. 	
<p>5. Skills Advisory Panels</p> <ul style="list-style-type: none"> • Mark James is the Head of Strategy at Department for Education. He then gave a short presentation in relation to Skills Advisory Panels (SAPs). <ul style="list-style-type: none"> ○ 2 Drivers for the creation of SAPs namely TECHNICAL in relation to data on quality of that data and POLICY in relation to issues varying across regions. ○ How the market led skills offer is led in each area and look at ways of changing the way areas work. ○ SAP programme has 4 components: <ul style="list-style-type: none"> ▪ Strengthen the MCAs' and LEPs' capability to produce skills needs analysis; ▪ Establish a capability within DfE to collate those local analyses in order to produce a richer understanding of national skills needs; ▪ Provide the basis for a new partnership between DfE 	



Minutes	Action
<p>and local areas; and</p> <ul style="list-style-type: none"> ▪ Ensure that centrally-held DfE programmes respond to local skills needs, by introducing a requirement that these programmes take account of SAPs analysis ○ This programme is not about creating new but will allow better support and analysis of former plans/programmes. ○ Need to work through and ensure a joined up approach to respond to sector needs. JE: Sector Deals will be led by BEIS with some being easier to identify than others. All linked to 10 Opportunities. SR: There are specific opportunities within county but on others there will be overlap with our “neighbours”. It needs to be about cluster not geography. A presentation was given to the Enterprise Zone (EZ) Board on the skills agenda and the outcome of that meeting is that the EZ Board want to commission ESB to look at deliverables and opportunities to help drive the STEM/STEAM Agendas. TL: need to continue to embed equal opportunity, ensuring the local research is done and join up aspirations and opportunities. ○ JE: LEP and local partners will lead on local industrial strategy, the 10 Opportunities allows that dialogue to be started with government, will keep group updated on progress when appropriate. <p>JB/TD left the meeting at 4pm</p> <ul style="list-style-type: none"> ○ DW: we already have a good narrative to allow us to drive our mission statement in relation to SAPs and the local industrial strategy. 	
<p>6 & 7. Driver Boards/Task and Finish Groups Forward Planning Roundtable discussion/activity</p> <ul style="list-style-type: none"> • Agreed that items 6 and 7 be discussed together. <ul style="list-style-type: none"> ○ Looking at the priorities for the next 12 months. ○ Ensuring strategic direction. ○ Embedding equality across everything. ○ Training for Board, having time outside of Board meetings to consolidate and explore. ○ Be aware of what is happening now: ESF Programme, Shared Prosperity Fund, Local Industrial Strategy, SAPs. ○ Start capacity building. ○ Look at Sub Groups: <ul style="list-style-type: none"> ▪ Pathways to Employment Group (meetings to be aligned before ESB to help reporting). ▪ Apprenticeship Steering Group 	



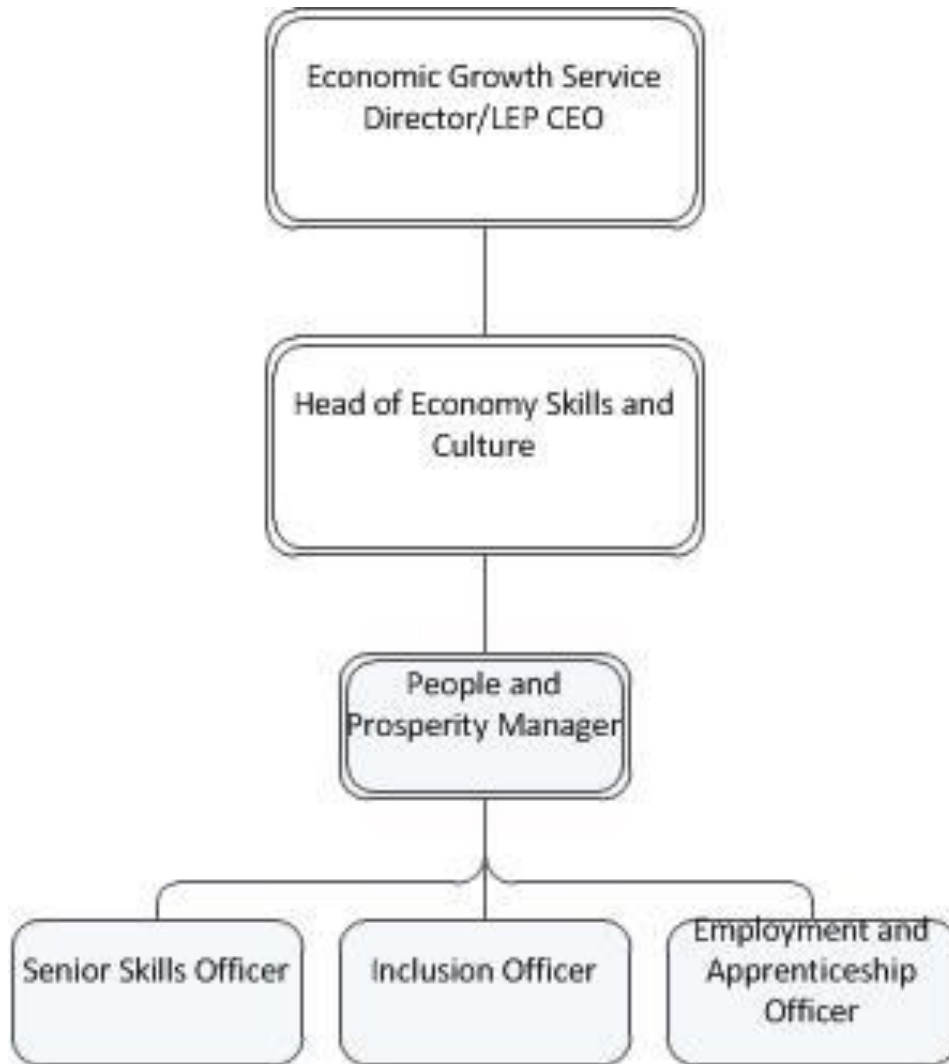
Minutes	Action
<ul style="list-style-type: none"> ▪ Employer Skills Forum (similar to DDG). ○ Deliver on strategy and action plan. ○ ESB big influencer (ITI Board representation). Has the capacity to create a programme approach to calls, can influence on what is delivered on the ground and what is articulated back to government. ○ Review Action Plan before next meeting, look at KPIs and targets. Being responsive on skills analysis and how it links with SAPs. Include high level performance management dashboard, now and a trajectory, but keeping strategic. This could then be reported to ESB on a quarterly basis. Action 1: SS/CH to review action plan to include KPIs and targets and bring to next ESB on 28 February and then report on a quarterly basis. ○ Is important for LEP to endorse the IIT bid. Board reminded that this would be a bid that would involve cross LEP working. ○ Real opportunities happening now that ESB can influence: IIT, Beacon work with DWP, ESF, EA support, Skills Hub. ○ Decision on what ESB drives forward and what People and Prosperity Team focus needs to happen. The current action plan will become work plan for the next 12 months and as previously advised this will be brought to the February meeting. 	<p>SS/CH</p>
<p>Dates of next meeting:</p> <ul style="list-style-type: none"> • 28 February 2018 2pm to 4pm • 1 May 2018 9am to 11am • 27 June 2018 2pm to 4pm • 29 August 2pm to 4pm • 1 November 2018 9am to 11am <p>A room has been booked at Pydar House in Truro for all meetings but if anyone can host please let Debbie in the LEP Executive Team know.</p>	
<p>Actions</p> <ol style="list-style-type: none"> 1. SS/CH to review action plan to include KPIs and targets and bring to next ESB on 28 February and then report on a quarterly basis. 	<p>SS/CH</p>

Meeting finished at 4.40pm



Appendix 1

People and Prosperity Team





Employment and Skills Board

Agenda Item 7	
Date of Board Meeting:	28th February 2018
Report Title:	ESF update
Author:	Mark Williams
Contact:	mark.williams2@cornwall.gov.uk

Decision Required by the Board	Y
For Information Only	N

Recommendation(s)
<ol style="list-style-type: none"> ESF update report for information ESB to consider the recommendations listed at the end of the report and advise the ITI support team and Intermediate Body on their views

ESF funding overview

<p>PA1 – Inclusive Labour markets</p> <ul style="list-style-type: none"> 1.1 Access to Employment 1.2 Sustainable integration of young people 1.4 Active Inclusion 1.5 CLLD <p>Budget £48,881,619 Claimed £753,951 Paid £48,000</p>	<p>PA2 – Skills for Growth</p> <ul style="list-style-type: none"> 2.1 Lifelong Learning 2.2 Improving the relevance of education/training <p>Budget £13,709,182 Claimed £215,944 Paid £0</p>
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Data flow - this formal ITI data has not changed for the previous two ITI Boards. We expect the actual values paid to be considerably higher than reported. Difficult to reconcile with locally held data, summarised below.

<p>Total ESF (@0.78) £119,000,000 (rounded)</p> <p>Contracted £50,000,000 (inc Opt-ins) Committed £28,000,000 Remaining to commission £41,000,000</p> <p>However, current planned amendments will impact considerably such as €15m (£11.7m) to ERDF and €692k (£540k) from previous review. Possible £12m exchange rate adjustment, etc.</p>

Participants – 57,300 of which 20,894 are currently committed within funding agreements but actual data is still not available for the 2014-2020 programme.

Current approved projects

Projects and case studies are all listed on the Growth Programme web site - <http://www.cornwallislesofscillygrowthprogramme.org.uk/projects-update/>

Project Title	Delivery organisation
Cultivator	Creative Kernow
Family and Community Essential Skills	CSW Group
Family Learning – routes to improved health and wellbeing	Pre-school Learning Alliance
Food for Change	Cornwall Food Foundation
Game Changer	Real Ideas Organisation
I Can	CSW Group
Living Well to Work	The Learning Partnership for Cornwall and the Isles of Scilly
Positive People – Coast to Coast	Pluss
Positive People – South and East	Pluss
Skills for Young People	CSW Group
Skills Support for the Workforce in Cornwall and the Isles of Scilly – Business Sector led	Serco
Skills Support for the Workforce in Cornwall and the Isles of Scilly – Individual led	Serco
SMART Tenants	The Learning Partnership for Cornwall and the Isles of Scilly
Upskilling Voluntary Community and Social Enterprise Sector	The Learning Partnership for Cornwall and the Isles of Scilly
Who Dares Works	Active Plus
Widening Participation through Skills	Plymouth University
Work Routes	Reed in Partnership
Working Together – Atlantic and Moor	The Learning Partnership for Cornwall and the Isles of Scilly

Current outstanding calls - £28m

There are a number of outstanding projects which are strategically aligned to the employment and skills strategy and as such critical to progress.

Investment Priority 2.2	Innovation in Higher Skills - £1,950,999 ESF Sector and Collectives (employer led) - £6,630,020 ESF initiated in October 2016 (originally £4,368,000)
Investment Priority 2.1	Future Economy £6,630,020 ESF VCSE £780,000 Developing Leaders £1,500,000
Investment Priority 1.2	NCS CEIAG enhancement £3,799,999 ESF initiated February 2017
Investment Priority 1.4	Future Peninsula £7,900,000

Issues to be considered

- Delays in appraising bids and communicating outcomes creating local challenges such as:
 - Risk to match funding
 - Risk to provider cash flow
 - Increased bureaucracy and level of claim interrogation
 - Increased depth of appraisal questioning and scrutiny prior to contract award
 - Questions over additional added value parameters beyond specification targets, lack of guidance, thus open to interpretation
- State aid - variable interpretation/requirements, especially ESFA Opt-in
- Timing of IP2.2 development/capacity building investment and IP2.1 delivery strands, where plans were to ensure 12-18 months of investment prior to delivery coming on stream. Aimed to develop and trial before roll out, programming, curriculum, delivery models, support structures etc
- ESFA Opt-in planning – proposed extension to end March 2019
- DWP Opt-in planning – Reed, approx. 55-60% of plan, outputs low but outcomes/results per participant positive. Planning options to follow but expect extension request
- Support for IoS – mainly transport and support related, flexibility for providers for small groups, 1:1, increased costs etc. Unit costs model and formula funded approach taken by ESFA hasn't worked leading to exclusion
- BBO Opt-in – good data being provided by Opt-in unlike the others where performance reporting is a considerable gap. Volumes improving but low in some areas such as Atlantic and Moor. Eligibility checks and increased challenge to secure evidence of individual data such as right to work, date of birth, actual name, etc is affecting access for a number of the most disadvantaged and vulnerable people targeted by the programme.
- Contracts coming to an end – some projects such as Widening Participation in higher skills are coming to an end in December 2018. In order to avoid further delays, disruptions and staff losses etc there needs to be a plan in place and guidance for extensions where appropriate. This would also affect Cultivator and Skills Access Hub during 2019.
- Future match funding – where will this come from.

Future Calls - £41m

Investment Priority 1.1	Health and wellbeing - £6,840,000 (open call) Activity for the unemployed - £3,777,000 (DWP opt-in?)
Investment Priority 2.1	Helping people in, in work poverty - £2,994,430 (open call) Employer led skills - £4,130,280 (open call) Access to higher skills - £1,032,590 (aim for extension)
Investment Priority 1.2	Young people - £2,181,512 (open call)
Investment Priority 1.4	Future Peninsula round 3 - £4,000,000 depends on round 2 outturn (open call) Pathways to employment - £10,000,000 (BBO Opt-in round 2?)
Investment Priority 2.2	Creative Skills - £905,000 (aim for extension) Skills Access Hub - £1,491,900 (aim for extension) Innovation in higher skills - £1,766,700 (open call) Employer led – SMART spec skills £1,821,000 (open call) IoS - £453,000

Recommendations

In light of the issues noted, particularly considering the delays and questions over ESF-D's capacity the ESB may wish to consider and recommend to the ITI Board alternatives to the previously agreed approach to call development shown above.

The potential to realign the programme in light of strategic developments such as the launch of the Industrial Strategy, national Careers Strategy, Vision 2030, 10 opportunities, work on inclusive growth for shared prosperity etc is considerable.

The options could include:

1. Continue with the existing plan, adjusted for Op amendments, performance framework, project performance and financial reconciliation
2. Merge themes into larger more strategic clusters – for example the remaining funds in IP2.1 could be brought together so that 'helping people in, in work poverty' and 'employer led skills' delivery would be one specification ensuring individuals and businesses are considered equally as part of an inclusive growth agenda. This could also include 'access to higher skills' although the current plan is to extend the existing project as it is delivering to plan.
3. Although ESF-D has yet to confirm whether it is possible to develop calls across different investment priorities the potential to create a large strategic investment remains a possibility. This could include pathways to employment with associated skills provision focused on market needs through to ongoing support into employment, as well as focused skills provision in work through the 'helping people in, in work poverty and employer led delivery. This could facilitate scope to create real and embedded employment and skills pathways in response to employer demand as well as enabling us to address one of the biggest gaps to inclusive growth in CIoS which is, in work poverty. This is shown very clearly in some of the analysis done by Joseph Rowntree Foundation for Manchester LEP where one of the biggest challenges to increasing productivity and inclusion in CIoS is low earnings (this is associated with a range of factors one of which is the skills base). If this approach is acceptable then it could provide greater strategic alignment, reduce the number of 'competing' projects, manage more effectively the number of potential organisations calling on employer time and really focus on inclusive growth.