



Minutes

Meeting Title: Employment and Skills Board

Date: 1 May 2018

Time: 9am to 11:30am

Location: Room 2C03 Pydar House, Pydar Street, Truro, TR1 1XU

Chaired by: Paul Massey

Membership: John Betty
Jane Black
David Walrond
Dawn George
Trevor Doughty
Clare Harris
Jim Grant
Lindsey Hall
Mark Williams

Paul Massey
Paul Wickes
Raoul Humphreys
Stacey Sleeman
Stuart Roden
Tarn Lamb
Adam Wilkinson
Mel Colton-Dyer

Observer: Terri Whitten

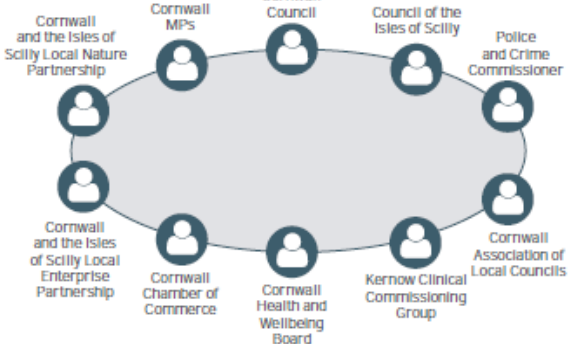
Officer support Debbie Osborne, LEP Executive Team (DO)

Minutes		Action
1.	<p>Welcome, Introductions and Apologies</p> <ul style="list-style-type: none"> Paul Massey welcomed everyone to the meeting. Apologies received from John Betty, Trevor Doughty, Jane Black (Mel Carne in attendance), Lindsey Hall, Tarn Lamb and Terri Whitten. Introductions were made to Adam Wilkinson Interim LEP CEO and Service Director Economic Growth. 	
2.	<p>Employment and Skills Board 17 January 2018</p> <ul style="list-style-type: none"> Members were reminded that the meeting scheduled for 28 February had been cancelled therefore the 17 January were the latest minutes and were agreed as a true and accurate record. All actions covered or on today's Agenda. 	
3.	<p>New Frontiers, Skills Devolution "asks"</p> <ul style="list-style-type: none"> New Frontiers is the second round of devolution following on from the original Devolution Deal in 2015. The 4 key areas were: 	



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<ul style="list-style-type: none"> ○ Re-shape further education training and learning provision for adults; ○ Identify and develop new apprenticeship opportunities; ○ Improve careers advice for younger people; ○ Help people into employment, in particular those furthest from the labour market. • Cornwall Leadership Board and Cornwall Executive Group keen to move forward with employment and skills delivery in the second round of devolution. • New Frontiers document is still in early stages so feedback and comments from consultees including ESB members would still be welcomed. • Paul Wickes commented that the Marine Sector wasn't mentioned with document. Stacey Sleeman advised that this is linked to the LEPs 10 Opportunities and Local Industrial Strategy development so the New Frontiers is complementary to existing activity. • Paul Massey asked what the delivery timeline for New Frontiers was. Stacey Sleeman confirmed that all current commitments will continue with discussions on future commitments post 2020 to be linked with plans for the Shared Prosperity Fund (SPF). Adam Wilkinson confirmed that certain asks and offers will be in a set timeline of 5 or 10 years. • Clare Harris advised that the Careers and Enterprise Company (CEC) report has highlighted where future delivery in Cornwall sits and is meeting with CEC on Wednesday 2 May to discuss Careers Hub. • David Walrond asked who the audience was for New Frontiers. Adam Wilkinson confirmed it's designed as a "pitch" to start conversations with government who will probably ask for priorities (Top Ten) especially if Treasury related ie VAT. The conversation will then begin with Junior Ministers. • Raoul Hupmhreys reiterated the fact that the skills emphasis within document is still wrong. It's our role to promote our own agenda, SPF also has a massive potential and skills is paramount to development. Stacey Sleeman confirmed that all through development of the document skills has been fundamental, however will feedback to Cornwall Council and also look at the narrative for the SPF to ensure the skills focus is stronger. Action 1: Stacey Sleeman to liaise with relevant colleagues to ensure the skills focus is made stronger within New Frontiers document. 	<p style="text-align: center;">SS</p>



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<p style="text-align: center;">The Cornwall and Isles of Scilly Leadership Board</p>  <ul style="list-style-type: none"> • Diagram above show how public sector focused this is. • David Walrond reminded the board that the national picture on skills is not good with lower funding and apprenticeships halved in last year. ESB need to be as informed as possible, have a common understanding of skills, value of skills etc and looking at what Cornwall could benefit from nationally. • Raoul Humphries: we need to ensure we delivery our strategy and that strategy be utilised within any ask or offer to government. Stuart Roden confirmed that a meeting of the SPF Steering Group is taking place on Friday 4 May of which he and Jim Grant are members and will be attending. • Stacey Sleeman confirmed that dialogue with Cornwall Council’s Overview and Scrutiny Committee members has already started on the SPF principles. A version of the draft principles to be sent to ESB for when the external consultation start and Board agreed to invite Emily Kent to next ESB meeting to update on the current SPF situation. Action 2: Emily Kent to be invited to the next meeting of the ESB to update on the current SPF situation and a copy of the draft principles to be circulated to ESB members. • David Walrond asked whether we could have an item on the next ESB to look at the National Skills Agenda. Action 3: LEP Executive to add National Skills Agenda as an item to the ESB for 27 June 2018. 	<p style="text-align: center;">SS</p> <p style="text-align: center;">SS</p>
<p>4. ESB Delivery Plan and Performance Monitor report</p> <ul style="list-style-type: none"> • Stacey Sleeman presented on where the ESB sits within the landscape of all the strategies that are currently in existence. • Within the Vision 2030 the 2 main themes being Inclusive Growth and Building Great Careers. • As a reminder the 4 strategic objectives of ESB are: <ul style="list-style-type: none"> ○ Develop our highly skilled workforce 	



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<ul style="list-style-type: none"> ○ Drive employer and individual engagement and investment in skills ○ Enable people to access and progress in meaningful employment ○ Increase the number of apprenticeships <p>Governance</p> <ul style="list-style-type: none"> • Stacey Sleeman advised the Board that there was a need now for a desktop review on the outcomes of the original strategy to allow a quarterly performance monitor report to be presented to ESB along with a more robust Annual report and creation of a workplan and communications strategy. Workplan will be “live” to allow regular monitoring and highlight reports to be given to ESB and be written in consultation with ESB members. Action 4: LEP Executive to undertake desktop review and review workplan against existing strategy priorities and map against outcomes and measures and bring to next ESB on 27 June. • Using existing groups or creating of new task and finish groups to help support priorities ie Pathways to Employment, Skills Analyst Network, work and health focused groups. <p>Devolution</p> <ul style="list-style-type: none"> • Being an influencer on devolution deal development, we have a lot of achievements that need to be articulated better. <ul style="list-style-type: none"> ○ Beacon Event in October 2017 with further roundtables with businesses ○ Proposal to Innovation Fund. Attended challenge panel in January 2018, potentially looking at a grant offer letter by 14 May 2018. Will allow full time resource to be allocated if bid successful and through TA a coordinated approach with focus on work and health. Action 5: Clare Harris to update ESB on the Innovation Fund at the next meeting on 27 June 2018. 	<p style="text-align: center;">SS/CH</p> <p style="text-align: center;">CH</p>
<p>5. Skills Advisory Panel Verbal update</p> <ul style="list-style-type: none"> • Following on from the presentation given the ESB session on 17 January have taken part in a teleconference on framework methodology but no more follow up conversations since then. • Report provided outlines level of detail for specific geographical areas, how data can be analysed at priority and at a level, how DoE can support ESB. • A SAP would not be created but the ESB would become the 	



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<p>SAP.</p> <ul style="list-style-type: none"> Recommended that it would be useful to have a representative from DoE to become a member of the ESB. Working better with LEP Network and sharing best practice across other areas. Action 6: Clare Harris to keep group updated on SAP. 	CH
<p>6. Institute of Technology (IoT) Verbal update</p> <ul style="list-style-type: none"> David Walrond updated group on current situation with the IoT. Joint bid with Heart of the SW LEP along with local universities and colleges. £170m available for up to 15 projects nationally. If SW successful will be £11m available to help enhance existing provision and could drive skills forward. Outcome will be known in June. Action 7: David Walrond to keep group updated on IoT. 	DW
<p>7. ESF Update</p> <ul style="list-style-type: none"> Mark Williams gave an overview of the current ESF situation. 2 main priorities PA1 Inclusive Labour Markets and PA2 Skills for Growth. Current funding commitments on plan but no claims have been made to DWP, so there is a risk of decommitment. Is in discussions with DWP re front loading the match funding. Will be more money available due to the exchange rates so will move money around between ESF and ERDF projects. Need to consider how ESB can strategically influence back to Managing Authorities (MAs) when the local data gathering has been done. May be a need for a PA1 steering group set up to look at the projects that sit under that priority. Action 8: Mark Williams to bring a future calls workplan to next ESB along with feedback from the Strategic Fit Group. 	MW
<p>Dates of next meeting:</p> <ul style="list-style-type: none"> 27 June 2018 2pm to 4:30pm Boardroom, Level 6 John Keay House, Tregonissey Rd, Saint Austell PL25 4DJ 29 August 2pm to 4:30pm 1 November 2018 9am to 11:30am 7 February 2019 1pm to 3:30pm <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</p>	



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Executive Team know.	
<p>Actions</p> <ol style="list-style-type: none"> 1. Stacey Sleeman to liaise with relevant colleagues to ensure the skills focus is made stronger within New Frontiers document. 2. Emily Kent to be invited to the next meeting of the ESB to update on the current SPF situation and a copy of the draft principles to be circulated to ESB members. 3. LEP Executive to add National Skills Agenda as an item to the ESB for 27 June 2018. 4. LEP Executive to undertake desktop review and review workplan against existing strategy priorities and map against outcomes and measures and bring to next ESB on 27 June. 5. Clare Harris to update ESB on the Innovation Fund at the next meeting on 27 June 2018. 6. Clare Harris to keep group updated on SAP. 7. David Walrond to keep group updated on IoT. 8. Mark Williams to bring a future calls workplan to next ESB along with feedback from the Strategic Fit Group. 	<p>SS</p> <p>SS</p> <p>SS</p> <p>SS/CH</p> <p>CH</p> <p>CH</p> <p>DW</p> <p>MW</p>

Meeting finished at 11:30am