



Cornwall and Isles of Scilly Employment and Skills Board

Date 6 December 2018

Time 1pm to 3:30pm

Venue Boardroom, Level 6 John Keay House, Tregonissey Rd, St Austell PL25 4DJ

Agenda

Item No.	Timings	Agenda Items	Lead
1.	1300 - 1305	Welcome, Introductions and Apologies	PM
2	1305 - 1315	Employment and Skills Board 3 October <ul style="list-style-type: none">• Minutes and Action Summary	PM
3.	1315 - 1325	Creative Industry Task Force Update (Verbal)	CH
4.	1325 -1345	ESF Programme Update	SS
5.	1345 – 1445	Hot Topic: <ul style="list-style-type: none">• Why has skills investment not raised wages?	PM
6.	1445 - 1530	Regular Updates (Verbal): <ul style="list-style-type: none">• Pathways to Employment• Employer Led Skills Group• Beacon• IOT	MCD/CH LH/CH CH DW
Date of next meetings <ul style="list-style-type: none">• 7 February 1pm to 3:30pm 2C03 Pydar House			

Papers to be included:-

- Paper 1: Agenda
- Paper 2: Minutes of meeting 3 October



Minutes

Meeting Title: CloS Employment and Skills Board

Date: 3 October 2018

Time: 1pm to 3:30pm

Location: Cornwall Marine Network, Maritime Business Centre, Units 7 A & B, Falmouth Business Park, Bickland Water Road, Falmouth, TR11 4SZ

Chaired by: Paul Massey

Membership:

Phil Mason	Paul Massey
Jane Black	Paul Wickes
David Walrond	Raoul Humphreys
Dawn George	Stacey Sleeman
Trevor Doughty	Stuart Roden
Clare Harris	Tarn Lamb
Jim Grant	Glenn Caplin
Lindsey Hall	Mel Colton-Dyer
Mark Williams	Emily Kent

Observers: Terri Whitten Jonathan Eddy

Officer support Debbie Osborne, LEP Executive Team

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, Jane Black, Glenn Caplin, Trevor Doughty, Emily Kent, Lindsey Hall, Tarn Lamb, David Walrond and Terri Whitten. The Board was informed that John Betty has now moved roles within the Local Authority with Phil Mason taking over as Strategic Director and Jonathan Eddy from MHCLG has also expressed an interest in being an observer so both will now be added to the ESB membership but to note both had given apologies to today's meeting. 	
2.	<p>Employment and Skills Board 29 August 2018</p> <ul style="list-style-type: none"> Minutes from 29 August 2018 were agreed as a true and accurate record. 	

Minutes	Action
<ul style="list-style-type: none"> All actions covered or on today's Agenda. 	
<p>3. Employment and Skills Board Champions Update</p> <ul style="list-style-type: none"> As previously discussed, agreed to look at having "specialists" to test specific issues in sectors and an action from the last meeting was for the LEP to scope out and allocate specialisms against ESB members. Below are the proposed Sector specialists: <ul style="list-style-type: none"> Education (Jane Black) Further Education (David Walrond and Raoul Humphreys) Higher Education (Jim Grant) Social Mobility (Tarn Lamb) Voluntary Sector/Pathways to Employment (Lindsey Hall) Business/Employer Led Skills Group (Mel Colton Dyer) LEP Board (Chair) (Paul Massey) Apprenticeships (Paul Wickes) Work and Health (Dawn George) Training Provider Network/ITI Support (Mark Williams) Health and Social Care (Stuart Roden) 	
<p>4. International Space Academy (presentation from Aviation Skills Partnership)</p> <ul style="list-style-type: none"> Following the initial success of the Aviation Skills Partnership first International Aviation Academy – Norwich (IAA-N) and the demand for a network of Aviation and Aerospace Academies nationally, ASP are now looking to replicate this at RAF St Mawgan. Aviation Skills Partnership (ASP) and its Partners have produced outline schemes, designs and, where applicable, costings. This overview is now at the stage where further funded activity is required to continue to grow the case, get the employers on board, engage partners formally (initial positive discussions have already taken place) and so on. The Aviation Skills Manifesto was launched in the UK House of Commons in 2016 and runs across 7 areas - all capable of development individually or collectively: <ol style="list-style-type: none"> Deliver industry skills and policy solutions Improve skills and development through partnerships and networking Provide employer-led career pathways Ensure world-class training through specialist hubs and academies Facilitate sharing of knowledge and information Value our heritage and achievements to inspire the future Recognise, reward and celebrate achievements This manifesto will ensure that all aviation pathways provide a sustainable future workforce of motivated, skilled aviation 	

Minutes	Action
<p>professionals. There are Four primary steps:</p> <ul style="list-style-type: none"> • inspire people to achieve their goals • connect them to the right pathways and organisations • ensure that they train the right way and with the right organisations • help people to achieve their goals in their chosen profession and enable them to develop throughout their career <p>Questions/Comments from Board members</p> <p>Q. How many people will go through the programme? A. The Norwich Academy started with 20, with the new intake in September rising to 80 so would expect similar numbers for RAF St Mawgan site. Comment: Good links with Space, Creative and Heritage Sectors, which will complement and enhance existing provision and link with Skills Action Plans.</p> <p>Q. Capital Funding? A. Would be on a loan basis Comment: would fit within the CC Investment Programme and will be an opportunity to potentially move some EU money around in relation to workspace.</p> <p>Q. Links with Industry? A. Will be creating local links with organisations such as Goonhilly and RNAS Culdrose</p> <p>Q. Measuring Success? A. ASP is already looking at progressing a second centre close to the Norwich Academy so the programme has already shown obvious growth. Comment: Need to build local capacity and balance existing capabilities. Comment: ESB members will be able to frame what goes into any feasibility study if Board agree to move this forward.</p>	
<p>5. Skills Action Plans</p> <ul style="list-style-type: none"> • As agreed by the LEP Board there is an allocation of £74k for Building Great Careers to look at the themes of Space, Creative and Energy. • Part of this allocation (£18k) could be used to assist Aviation Skills Partnership in compiling a Feasibility Study for the Academy project to show whether it could be a viable project 	

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<p>for the CC Investment Programme or a commercial project in its own right. Would also assist in answering questions for our own Space Action Plan but would need to cover heritage, culture, social mobility and inclusion. Needs to benefit Cornwall as a whole and how the programme would attract inward investment. How ESB can influence and what the economic, environmental and social benefits would be. Needs to be an inclusive not export model.</p> <ul style="list-style-type: none"> • Stacey Sleeman now attending the Creative and Energy Taskforce Groups to help inform Action Plans. Will keep group updated. • Action 1: Mark Williams and Stacey Sleeman to investigate whether the funding for feasibility study could be funded through the TA project and if not then proceed with LEP budget. • Action 2: Agreed to use existing data to feed into ASP feasibility study brief and then be circulated to members. 	<p>MW/SS</p> <p>SS</p>
<p>6. ESF Programme Update</p> <ul style="list-style-type: none"> • Operational Programme up for review, currently with Commission. Some priorities and metrics changed. • Allocation of £132m with £113m committed, leaving £18m uncommitted. This is due to the changes in the Foreign Exchange rates. • Task Force Group to be arranged for all ITI Board and ESB Members to look at and review existing commitments and look at focusing on sectors ie Space and Creative. • In negotiations with DWP Opt Ins to extend existing programme. • Building Better Opportunities again looking to extend via a project change request. • Have agreed with EFSA an additional £2m for community grants which equates to 100 projects x £20k. • Meeting with Lee Scott, Special Advisor to James Brokenshire, held on 5 September to put forward the CloS proposal for local solutions. Have also met with Clare McGuire and a draft letter is currently being circulated. Suggestion put forward for TA money to be used for a “local” data analyst to help inform ITI Board. • Latest CloS Growth Programme Progress to date now online. • Brexit No Deal will be a transitional arrangement but will have more flexibility. Brexit Deal will be “business as usual” but will allow more influence on programme. 	
<p>7. Hot Topics</p>	

Minutes	Action
<ul style="list-style-type: none"> • Shared Prosperity Fund Working Group <ul style="list-style-type: none"> ○ Meeting held on 26 September 2018 to ensure employment and skills is at forefront of all SPF discussions. ○ No of key aspects being consulted on ○ Aligning thinking with New Frontiers principles to inform framework development. ○ Looking at simple ways of engagement linked to ESB’s Strategic Objectives. ○ Defining local eligibility. ○ Focusing on outcomes rather than outputs, being inclusive. ○ Reflecting the needs of Cornwall as a place. ○ Embedding skills into programme. ○ Co-Design NOT consultation. ○ Better engagement with Government. Jonathan Eddy now to be part of the ESB membership. • Action 3: Stacey Sleeman to arrange another meeting of the SPF Working Group in November and update at the December ESB • Action 4: Stacey Sleeman to circulate notes from the SPF working group held on 26 September and ESB to feedback. • Outcomes and Measures Working Group <ul style="list-style-type: none"> ○ Meeting scheduled for 29 October 2018. Will update at December ESB. • Social Mobility Part 2 – Prosperous Cornwall <ul style="list-style-type: none"> ○ What is Inclusive Growth? Enabling as many people as possible to contribute to and benefit from growth. ○ Vision: To deliver an economy, environment and society that works for everyone; creating wellbeing for one and all. ○ 7 Key principles: <div data-bbox="544 1509 1010 1966" data-label="Diagram"> </div> ○ Leading Cornwall: We will provide civic and collaborative leadership to support and deliver the Prosperous Cornwall Principles 	<p>SS</p> <p>SS</p>

Minutes	Action
<ul style="list-style-type: none"> ○ Connecting Cornwall: We will co-ordinate plans and policies, economic, environmental and social, to leverage investment to improve infrastructure ○ Greening Cornwall: We will protect and enhance Cornwall's environment to be naturally diverse, beautiful and healthy, supporting a thriving society, prosperous economy and an abundance of wildlife ○ Cultural Cornwall: We will be a leading rural area for creativity, culture and heritage; using our cultural assets, events and engagement to support individuals and communities to prosper ○ Healthy Cornwall: People in Cornwall will live longer, happier and healthier lives ○ Thriving Cornwall: People will benefit from living in thriving and vibrant communities ○ Skilled Cornwall: Employers and people will be central to education, skills and progression ● Will be working up high impact actions from principles and embed across all activity. ● Action 5: Stacey Sleeman to send out a poll for next Hot Topic to ESB members. 	<p>SS</p>
<p>8. Regular Updates</p> <p>Pathways to Employment Group</p> <ul style="list-style-type: none"> ● Group still being pulled together but will keep ESB updated on progress. <p>Employer Led Skills Group</p> <ul style="list-style-type: none"> ● Had first meeting on 17 September, and agreed need to have representation from energy, construction and health & social care sectors. <p>Beacon Project (Innovation Fund)</p> <ul style="list-style-type: none"> ● Was launched at GrowthFest 2018 on 20 September. ● Have now invited businesses to join a Business Insights Group. Was shared with ESB and LEP Board members and all encouraged to share within own networks. ● Stakeholder workshops taking place in October. ● Highlight report has been submitted and progressing well. <p>Skills Advisory Panel</p> <ul style="list-style-type: none"> ● Set of guidance issued on what a SAP will look like. ● Consultation ends on 5 October but will be responding. ● The ESB as it currently stands fits with the proposed SAP 	

Minutes	Action
<p>structure and will allow the ESB to have more credibility and strength towards the LEP Board to allow more to be devolved back down to ESB.</p> <ul style="list-style-type: none"> Will be linked to the work on Industrial Strategy. <p>Institute of Technology</p> <ul style="list-style-type: none"> In progress. DfE submission deadline is 21 November. 	
<p>9. Any other business</p> <ul style="list-style-type: none"> Successful Housing and Construction Conference held on 25 September with nearly 200 delegates in attendance. DCMS have launched 3 Digital Skills Partnerships (HoSW, Lancashire and West Midlands). 28 October deadline for expression of interest by CloS LEP. Digital Skills Innovation Fund announced. Action 6: Clare Harris to share Digital Skills Innovation Fund prospectus. 	CH
<p>Dates of next meeting:</p> <ul style="list-style-type: none"> 6 December 1pm to 3:30pm 2C03 Pydar House <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. Mark Williams and Stacey Sleeman to investigate whether the funding for feasibility study could be funded through the TA project and if not then proceed with LEP budget. 2. Agreed to use existing data to feed into ASP feasibility study brief and then be circulated to members. 3. Stacey Sleeman to arrange another meeting of the SPF Working Group in November and update at the December ESB 4. Stacey Sleeman to circulate notes from the SPF working group held on 26 September and ESB to feedback. 5. Stacey Sleeman to send out a poll for next Hot Topic to ESB members. 	<p>MW/SS</p> <p>SS</p> <p>SS</p> <p>SS</p> <p>SS</p>

Meeting finished at 3:45pm