

## HotSW LEP People Group Meeting Minutes

Monday 15 January 2018 - 0930 - 1130  
Cullompton Community Centre, EX15 1JX

### Attendees

Fiona McMillan (Chair)  
Keri Denton  
Eifion Jones  
Catherine Stevens  
Edward Coley  
Elaine Cook  
Melanie Roberts  
Sharron Robbie  
Bill Blythe  
Diane Dimond  
Phill Adams  
Emma Parker Reynolds  
Jacqueline Vaughan  
Khristine Norton  
Hannah Brown  
Susie Wright

### Organization

EDF Energy / Business Forum Representative  
HotSW LEP  
HotSW LEP  
Big Lottery Fund  
Plymouth City Council  
CVS Representative  
Somerset ESB  
Devon and Cornwall Training Provider Network  
Northern Devon  
Petroc / College Representative  
Devon County Council / HotSW LEP  
Careers South West  
Careers South West  
Devon County Council  
Devon Council Council  
Careers Enterprise Company

### Apologies

Helen Lacey  
Heidi Hallam  
Dale Edwards  
Deborah Passmore  
Chris Evans  
Fiona Parsons

Red Berry Recruitment  
HotSW LEP  
Somerset Chamber of Commerce  
Torbay Development Agency  
University of Exeter  
Apprenticeship Ambassador Network

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Ref.	Agenda items:	
1.	Welcome, Apologies & Declarations of Interest	FM
2.	Minutes of People Group 9 November Meeting	FM
3.	Matters arising	FM + PA
	<p><b>Construction Skills</b> - First meeting takes place tomorrow (16 January) to discuss construction skills and how we can align our activity / provide support. Approach to be discussed at the next LEP PLG meeting.</p> <p><b>Flexible Learning Fund</b> - A range of bids are currently being prepared, with a number across the LEP area. Some discussion about trying to limited number to a strategic bids, but very competitive process. Realistically, LEP would have struggled with coordinating a single joint bid between areas.</p> <p><b>Careers Learning Pilot</b> - 1 of 5 nationally secured within DfE in November. Partners currently putting together business case, with a workshop held in November. Department due to send business case template over next week.</p>	Action - Update Item for Next Agenda

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4.	Careers, Advice, Information and Guidance	Phill Adams CEC /CSW  Mel Roberts
	<p><b>National Context</b> - The National Careers Strategy was launched before Christmas. Key message that good quality careers guidance is vital, aligning with the Industrial Strategy. Range of measures included within strategy, including adoption of the Gatsby framework. Other measures include careers advisors in all schools by the new school year, and work ongoing to consider integration within Ofsted and inspection framework</p> <p>Careers Enterprise Company to be given greater role as part of approach, with £5m to support disadvantaged areas / pilots. Strengthening STEM and SEN focus, with a focus on labour market intelligence as well. Link to adult careers is also strengthened, with adult retraining fund by 2019.</p> <p><b>CEC Presentation</b> - Target to work with 64 schools, currently working with 60 - 13 in Somerset, 15 in Plymouth/A38 corridor, and remaining in Exeter and North Devon.</p> <p>Nationally, 2,000 schools and colleges across all 37 LEPS. Aim is to have an enterprise advisor on every campus. Most schools already have matches, with 2000 EAs in total. Varying levels of support (figures in presentation). 80% of enterprise advisors have a good experience.</p> <p>What is an Encounter - An encounter is something like an assembly, or a careers fair, and each one attended is classed as one encounter. These however may not be relevant to each individual, especially when attending in groups, but may benefit by helping them decide what paths they may not want to go down.</p> <p><b>Work Experience</b> - Employers reluctant to offer work experience to under 16s, due to bad experiences in the past. This results in less placements being offered to those who are 16+. A lot of schools do not offer work experience at all. Need for school representation at LEP PLG. Keen to</p>	

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<p>engage higher and further education. Possibly create one group who offer work experience. Work experience to be a future agenda item.</p> <p>Not many schools are achieving Gatsby Benchmarks - most schools are only achieving one. Only 3 or 4 schools nationally are achieving all benchmarks. In 2014, average of 1.34 benchmarks achieved, but in 16/17 the average went up to 1.87. A funded careers leader makes all the difference, as they are trained professionals. They would be on a teacher's salary in a mid-management post, and in a full-time position. They would be ideally qualified up to a Level 6, and potentially teachers could be self-trained.</p> <p><b>Compass and Tracker</b> - Newly enhanced and re-released Compass tool made available to schools All schools will be asked to complete Compass questionnaire (29 schools across Devon). Tracker is a newly developed auditing tool for mapping activity.</p> <p>Currently have 8 cornerstone employers, but schools are reporting that they are overwhelmed with offers and need guidance. The Careers Strategy shows that schools now have to start using the Gatsby Benchmarks by next academic year. Careers programmes will be published by September 2018, and education and training providers are to have access to school years 8-13 to provide careers advice.</p> <p>There will be opportunities to bid in for funding- 20 LEP areas to bid. It has not been finalised yet whether two LEPs could join together to form one bid. There is to be an Enterprise Advisor available to all schools from 2020, but this does depend on money and the willingness of schools to get actually get them in to schools.</p> <p><b>Local Views</b></p> <p>View from Plymouth - What are schools after with regards CIAG? How we can support them? Engagement around services, developing a coordinated experience for all would be amazing.</p>	<p>Action - Explore School Rep on LPG</p> <p>Action - Future Agenda item on Work Experience</p>
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	<p>PLG worried that the voice of the child/parent isn't heard, which could decrease motivation and could mean that there is no support on choosing or linking to the right places. To tackle this, a parental engagement strategy is about to be launched.</p> <p>Schools have shown a positive reaction to funding strategy and are benefitting from expertise. Money is also being sourced to work with Primary Schools (years 4-6).</p> <p>A seminar was held last week on the EA network, and discovered that a lot of schools don't know about the Careers Strategy. Employers are working with schools, which is helping provide inspiration. 56 EAs, 60 schools signed up, 4 Enterprise Coordinators, 7500 hours of EA/School contracts.</p> <p>Enterprise Advisors usually work for one academic year in a school and then move on to another, but once they have them schools are reluctant to let EAs go. EAs are contracted to give a minimum of 8 hours support to a school. They are working at a strategic level. CPD, workshops, workplace visits etc can help to contextualise so that teachers can take information back to children.</p> <p><b>Somerset Education Business Partnership</b> - Plethora of activity around business / education engagement. Somerset businesses have said that there is almost too much, and they are unsure where to start. Partnership to be put in place to help.</p> <p>Major project already ongoing around Hinkley Point, but there is concern that that a large number of those reached will only go to Hinkley - project is needed to make young people more aware of other opportunities. A coordinator and manager are being appointed and will work with Somerset County Council as their employer. There is funding until 2020.</p> <p>Seperately, talent academy program funded by Hinkley Point mitigation fund. Strategy delivered by the county - employers with interest from pupils, 4+ encounters in chosen environment.</p>	
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	Ongoing issues around schools who won't engage or refuse to - problem needs to be addressed.	
5.	Apprenticeships	Devon CC Fiona Parsons
	<p>Change to Levy has brought challenges which have led to a dip in starts this year - still at 61% in April/May.</p> <p>Apprenticeships are critical to future skills. Fragmented offer, driven by DfE initiatives that don't join up. Partner reported that the last procurement was significantly underspent. In part, employers are not spending because they don't know how to start. ITT has thrown up interesting information. Lots of large and important providers were not successful, which could have been due to teething issues with administration.</p> <p>Data will be available by next LEP PLG meeting. Blue Sheep data being used to show which employers across patch are levy payers.</p>	Action - Future Agenda Item for PLG
6.	AOB	
	<ul style="list-style-type: none"> <li>• <b>Great South West Skills Conference</b> - Was originally scheduled for 19<sup>th</sup> January, but due to patchy responses, need to make clearer what and who is needed. Postponed until sometime in the summer.</li> <li>• <b>Productivity Plan</b> - Consultation closed in December, target is to complete by March and present final strategy.</li> <li>• <b>BBO</b> - Quarterly progress report is given in arrears. Across 4 cores. 356 participants reached, interesting outreach. There was a slight delay - spend is also behind. Working with PLUSS, Petroc, and CSW. Lead partner working with smaller partner, for full delivery. PLUSS are running two homeless projects including Ladies Lounge, working with vulnerable women.</li> </ul>	

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	<ul style="list-style-type: none"><li>• <b>Housekeeping</b> - LEP review - Mary Nays. Government report/guidance on next steps with LEPs, no issues for now apart from a few tweaks to admin. Discussion ongoing on whether Thematic Groups may need to publish minutes etc, but no movement yet.</li><li>• <b>Citizens Advice Bureau</b> - Managing training going forward, including training hub site. More details available online.</li></ul>	
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