

HotSW LEP People Group Meeting Minutes

Tuesday 3rd May 2016 - 1000-1200
Cullompton Community Centre, EX15 1JX

Members

Stephen Criddle (Chair)
Keri Denton
Chris Garcia
Rosie Bates
Chris Evans
Deborah Passmore
Edward Coley
Elaine Cook
Rachel Robertson
Dale Edwards
Phil Harris
Sally Kittle
Nicola Bailey
Rozz Algar (Agenda Item guest)

Organisation

HotSW LEP
HotSW LEP
HotSW LEP
HotSW LEP / DCC
HE Sector Representative
Torbay Economic Development Agency Ltd
Plymouth City Council
CVS Representative
Northern Devon ESB
Somerset Chamber
Somerset ESB
Department for Work and Pensions
FSB
Career and Enterprise Company Ltd

Apologies

Catherine Stevens
Guy Hazlehurst
Richard Daulton
Rod Davis
Karl Tucker
Mark Shepard

Big Lottery Fund
EDF Energy / Business Forum Representative
Skills Funding Agency
Dorset and Somerset Training Provider Network
Yeo Valley / Business Representative
Exeter and Heart of Devon ESB

Ref.	Agenda items:
1.	Welcome, Apologies & Declarations of Interest Welcome and Apologies - See above Declarations of Interest - Stephen Criddle and Elaine Cook declared conflict of interest for GD projects and ESIF, Chris Evans declared conflicts regarding ESIF
2.	Minutes of People Group meeting 29th February 2016 Minutes from the previous meeting agreed.
3.	Growth Deal 3 update - SC and EC were not present Growth Deal 3 was discussed and due to conflicts of interest (mentioned above) a separate briefing shall be sent to a sub set of the LEP People Leadership Group.
4.	ESIF Update - Conflicts noted from SC EC and CE. Nothing in the update would create a conflict so they remained at the meeting. Building Better Opportunities (BIG Lottery) - Successful applicants to be

	<p>invited to full application will be notified on 6th May. With full application taking up to 6 months, projects are likely to commence early 2017.</p> <p>Good levels of partnerships sit behind most of the applications and focus of the project development funding given to those asked to go forward will be to support these partnerships come forward.</p> <p>SFA - still waiting for insight and timescales, about the progression of the specifications</p> <p>Open Calls - Higher level Skills calls are both live and we await the process to conclude.</p>
<p>5.</p>	<p>Devolution - Update and Discussion</p> <p>Prospectus has been submitted. Business case development for each theme is still underway and fair to say work not been as quick as expected or desired. Next step is to re-test direction, Asks and the aims that sit below these. Meeting with stakeholders and delivery partners, including FE providers, training provider network, Job Centre plus and others being fixed for 25 May.</p> <p>Action - TS to send invite to PLG</p> <p>Targets are ambitious and how these are delivered needs much more testing to see how we get from A to B. Feedback from Government has still been sporadic and more engagement is needed.</p> <p>Timescale - Autumn Statement is the target date for the overall review to be agreed as heads of terms with Government.</p> <p>Area based reviews - draft terms of reference for a shadow steering group have been produced and are being shared with colleagues in Cornwall.</p>
<p>6.</p>	<p>Task & Finish Groups updates</p> <ul style="list-style-type: none"> • Construction <i>Please see report attached to the email.</i> <ul style="list-style-type: none"> – One project has been suggested as the best approach to maximise impact and spend, given the scarcity of resources. Members of the group have been asked for their top priorities and consideration will then be given to what emerges and how this might be funded. – Funded proposals will need to go forward to the finance and resources group

	<ul style="list-style-type: none"> – Sherford update provided by Ed and Rosie. A focus is emerging on support for young people. Some consideration therefore of the opportunity to link the priorities to support Sherford. • Digital Skills and Inclusion Group <ul style="list-style-type: none"> – Task and finish group met last week and Digital Leadership was presented as a concept by Julie Hawker from Cosmic. – Key action is mapping around digital exclusion and showing more readily where a focus might be required. Data being drilled into and a common set of indicators used to show a prioritising of activity. This will be shared with projects going forward under the Building Better Opportunities strand of the ESIF programme which has a strong digital inclusion focus and requirements in terms of outputs. – Future of the theme and the task and finish group was discussed; – Spectrum from digital inclusion through to big data and analytics and with such a broad scope the focus of the group is getting lost. – LEP Board member has been inputting into the ideas on how better to shape and focus the group. Could become a Digital Champion - is this too broad an area for one remit? – Current membership is quite digital inclusion focused and more largely made up of public sector colleagues – Could continue the digital inclusion focus if the higher level skills elements are being picked up by ESBs <p>Action RB and KD to meet with CE and SK and develop proposal for the future of the group.</p>
7.	<p>Career and Enterprise Company Ltd Visit from the CEX being hosted by the HOTSUW. Careers South West are managing the Enterprise Adviser Network contract and are recruiting enterprise advisers and then working to match them with schools. Information will be developed and shared on the HOTSUW website. Purpose of the hosting of CEC is to share some of the opportunities and challenges of the HOTSUW area and our different approach to the opportunity from Government.</p> <p>The Careers and Enterprise Company was established to support Enterprise in schools and help connect with local employers. Builds on what works and what local initiatives have achieved. Key offer is to fund enterprise advisors and connect 20 schools to employers. 36 schools being supported in HOTSUW.</p>

	<p>Provides support to Head Teachers on the business opportunities and provides senior leadership. Live in 36 out of 39 LEPs, 600 schools signed up.</p> <p>A local steering group has been set up to support the governance of the project. The action notes from the first meeting are attached.</p>
8.	<p>Future Meeting Dates / Schedule</p> <ul style="list-style-type: none"> • 1000-1200 on Friday 8th July 2016, Cullompton - This will be a joint meeting with the Business Leadership Group. • 1000-1200 on Tuesday 6th September 2016, Cullompton • 1000-1200 on Tuesday 1st November 2016, Cullompton