

**HotSW LEP People Leadership Group  
Tuesday 3<sup>rd</sup> November 2015 10am  
Cullompton Community Centre**

**Attendees**

Stephen Criddle (Chair) *HotSW LEP*  
Keri Denton *HotSW LEP*  
Rosie Bates *HotSW LEP/DCC*  
Deborah Passmore *TEDC Ltd*  
Jamshid Ahmadi *Somerset ESB*  
Chris Evans *HE Representative*  
Richard Daulton *SFA*  
Ed Coley *PCC*  
Rod Davis *Dorset and Somerset TPN*  
Helena Davison *HotSW LEP*  
Nicola Bailey *FSB*  
Rachel Robertson *North Devon ESB*  
Dale Edwards *Somerset Chamber*  
Catherine Stevens *BIG Lottery Fund*  
Karl Tucker *Yeo Valley*

**Apologies**

Chris Garcia *HotSW LEP*  
Paul Taylor *HotSW LEP*  
Peter Livingstone *Somerset ESB*  
Elaine Cook *CVS Representative*  
Peter Livingstone *Somerset ESB*  
Sally Kittle *DWP*  
Mark Shepard *EHoD ESB*

**Agenda Item Guests**

Rachel McKellar *SFA*  
Melvin Packham *SFA*

<b>1.</b>	<b>Welcome and Apologies</b> SC welcomed colleagues, new members and confirmed apologies received.	
<b>2.</b>	<b>Minutes from Previous Meeting</b> Amended minutes from the previous meeting are attached to this email.	
<b>3.</b>	<b>'Devolution' Update</b> KD ran through the Devolution paper (attached to the minutes email). KD also provided some background for the new members of the group and then opened for questions/comments. Questions around Apprenticeships and the SFA position A short survey is being developed to further test levels of ambition and the levers that we should be seeking. Please participate in this survey and share through channels. KD – Role of PLG is to support an ambitious ask and assured the group that the LEP will be pushing for the best possible Devolution deal.	ALL
<b>4.</b>	<b>Area Based Reviews</b> Announcements are expected this month for 2016 Area Based reviews. Meetings between interested parties already taking place. RodD offered any required support from independent parties.	

Creating opportunities in Devon, Plymouth, Somerset and Torbay

5.	<p><b>SFA Update and Perspective</b></p> <p>Update given by Rachel McKellar, Deputy Director of Employer &amp; Delivery Services (South), centred on Apprenticeships, Devolution and impact on European Social Fund (SFA opt-in).</p> <p>Key points covered were:</p> <p><b>Apprenticeships</b> - Confirmation of: government 3m starts target; implementation of apprenticeship reforms including introduction of the employer apprenticeship levy (planned 2017/ 2018) and employer routed funding. Development of collaborative plans with LEP's to secure contribution to the 3m starts target.</p> <p><b>Devolution and European Social Fund</b> – Devolution does not incorporate the apprenticeships budget and funding raised through the employer apprenticeship levy. Devolution has a profound impact on the SFA ability to provide ESF match funding beyond 2018. Consequently, the SFA has to implement a revised and streamlined approach to SFA opt-in procurement and has consulted with LEP's as part of this approach. It is anticipated that details will be issued to LEP's week commencing 9th November 2015. Richard Daulton will be the local SFA point of reference for the HOTSW LEP.</p>	
6.	<p><b>EU Programme</b></p> <p><b>Building Better Opportunities</b></p> <p>CS spoke about the 'Building Better Opportunities' fund.</p> <ul style="list-style-type: none"> <li>• £13.7m total</li> <li>• 30<sup>th</sup> November is the deadline for applications</li> <li>• Applications to be sent to assessors by 7<sup>th</sup> December with a deadline of early January for feedback</li> </ul> <p>Project outlines and Areas</p> <ol style="list-style-type: none"> <li>1. Employment Support for 18 – 24 year olds – Devon, Plymouth and Torbay</li> <li>2. Employability/Enterprise for Young People – Across all of HotSW LEP area</li> <li>3. Employment Support for 18+ - Somerset</li> <li>4. Employment Support for over 24 – Devon</li> </ol> <p>To find out more please go to the website below  <a href="https://www.biglotteryfund.org.uk/global-content/programmes/england/building-better-opportunities/heart-of-the-south-west">https://www.biglotteryfund.org.uk/global-content/programmes/england/building-better-opportunities/heart-of-the-south-west</a></p> <p><b>Higher Level Skills/Open Call</b></p> <p>KD provided brief overview to which CE expanded on further.</p> <ul style="list-style-type: none"> <li>• Seen as an opportunity for HE and FE to become better at working together</li> <li>• Match funding nearly sorted</li> <li>• 4 HE's and all FE's involved in this partnership</li> <li>• Noted an HE lead had been agreed</li> </ul> <p>KD then pressed the group for a decision on whether we should proceed to Open Calls. This was agreed by the group.</p>	<p style="text-align: right;">KD Decision</p>

## Creating opportunities in Devon, Plymouth, Somerset and Torbay

<p>7.</p>	<p><b>Task and Finish Groups</b></p> <p><b>Digital</b> RB updated the group on the Digital task and finish group</p> <ul style="list-style-type: none"> <li>• The group have met once with the second meeting taking place next month</li> <li>• Research has been commissioned and the report is due to be signed off this week</li> <li>• RB to circulate Executive Summary with links to the full report</li> </ul> <p><b>Careers and Enterprise Company</b> RB updated the group on the Careers and Enterprise Company.</p> <ul style="list-style-type: none"> <li>• New fund - £5m to build on/develop current activity</li> <li>• Meeting after this to finalise the specification – RB to send note around to group</li> <li>• Bidder information day will be held in the near future</li> <li>• Bids can be between £50k and £1m, however bids over £250k will require strong evidence and high outputs</li> </ul> <p>To find out more please go to the website below <a href="http://www.heartofswlep.co.uk/enterprise-education-0">http://www.heartofswlep.co.uk/enterprise-education-0</a> Agreed to be a positive development and thanks RB</p>	<p>RB</p> <p>RB</p>
<p>8.</p>	<p><b>Growth Deal</b></p> <p><b>Growth Deal One</b> KD updated the group on the Growth Deal one projects along with the HPTA strand.</p> <p><b>Main Projects</b></p> <p><b>City College Plymouth</b> - Project underway (professional pre build works). Claims underway. First claim paid. 2nd Claim approved 22nd Oct and to be paid shortly.</p> <p><b>Bridgwater</b> - Work underway, but funding agreement not yet in place. Funding agreement now being reworked through.</p> <p><b>Somerset College</b> - On hold subject to further information and direction re New Nuclear, although work is underway. Awaiting further information from Somerset.</p> <p><b>HPTA Pot</b></p> <p><b>Bicton</b> - Are keeping to agreed timescales and are reasonably close to agreeing funding agreement.</p> <p><b>Bridgwater</b> - On hold awaiting direction re New Nuclear</p> <p><b>Exeter</b> - After Governors meeting 19th Oct HPTA project was considered as one of the top priorities amongst a long list for the college.</p> <p><b>Petroc</b> - New submission scored. Comments provided back to Petroc. Good bid, but a few fundamentals still to be addressed.</p> <p><b>South Devon</b> - Funding agreement signed and sent in post to South Devon College 23rd Oct.</p> <p><b>Yeovil</b> - SIP provided with information relating to a significantly altered project with request made for increase the grant contribution to a 70 – 80% intervention. Panel thought this represents significant change and would require a new business case to be submitted by the college and assessment.</p>	

## Creating opportunities in Devon, Plymouth, Somerset and Torbay

	<p><b>Pipeline</b> Please find Pipeline Projects document attached to this email. KD offered the opportunity for anyone to be part of a panel to help prioritise these projects to which NB volunteered. Please email Keri should you be interesting in be part of this panel.</p>	ALL
9.	<p><b>AOB</b> RB and HH proposed that the current standalone LEP Skills newsletter be collapsed and become a part of the wider LEP newsletter. To which the group agreed.</p>	Group decision
	<p><b>Next Meeting Friday 8<sup>th</sup> January 2016</b> 10:00 –12:00 , Cullompton Community Centre EX15 1JX 2016 – 2017 dates to be decided in the near future. Please expect invites from Tom Satterly</p>	



Creating opportunities in Devon, Plymouth, Somerset and Torbay

Heart of the South West LEP CIC, is a Community Interest Company Limited by Guarantee.

Registered in England and Wales.

No. 8880546, Registered Office, PO Box 805, Exeter, Devon, EX1 9UU