

**HotSW LEP People Group
Meeting Minutes**

**Friday 8th January 2016 - 1000-1200
Cullompton Community Centre, EX15 1JX**

Attendees

Stephen Criddle (Chair)
Keri Denton
Chris Garcia
Rosie Bates
Helena Davison
Ben Neild
Deborah Passmore
Edward Coley
Nora Corkery
Rachel Robertson
Dale Edwards
Jamshid Ahmadi
Richard Daulton
Sally Kittle
Karl Tucker
Nicola Bailey
Julie Taylor

Organisation

HotSW LEP
HotSW LEP
HotSW LEP
HotSW LEP / DCC
HotSW LEP
HE Sector Representative
Torbay Economic Development Agency Ltd
Plymouth City Council
CVS Representative
Northern Devon ESB
Somerset Chamber
Somerset ESB
Skills Funding Agency
Department for Work and Pensions
Yeo Valley / Business Representative
FSB
Serco

Apologies

Catherine Stevens
Rod Davis
Guy Hazlehurst
Mark Shepard

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

Ref. Agenda items:

1. Welcome:

SC welcomed members to the meeting which would include an update from Julie Taylor on the National Careers Service.

2. Previous Minutes:

Minutes of People Group meeting - approved and matters arising included in agenda items for the meeting.

3. 'Devolution' development and opportunities

EC gave a verbal presentation on the evolving devolution development and prospective ask around key areas including the People theme area. EC was unable to display his presentation this is now attached to the email. EC informed the group that our case is yet to be submitted, however it will be submitted in the near future, following leaders' consideration.

The presentation contains the following information:

Devolution team members

What is wanted to be achieved and challenges that need to be addressed

The ambition which is high and long term

Governance considerations

Brief summary of aims and plans

Next stages

Action - Circulate a copy of final deal when submitted (TS)

4. Area Based Reviews - update

SC updated the group on the progress of the area reviews and draft programme indicating November 2016 - March 2017:

- Reported slippage with data being challenged in some areas across the country
- Devon has been paired with Cornwall, and Somerset separated unexpectedly
- LEP lobbying hard to overcome the split of the area into two
- Devon is happy to work with Cornwall too and also happy to go earlier
- Area reviews are linked to Devolution, and gaining access to the adult skills budget. Need a successful Area Review before the budget may be locally delegated.

Action: SC to update LEP Board Members (SC)

5. EU Programme

KD and RB shared a spreadsheet with the group and provided an overview of the revised figures for the ESIF allocations, with the view to the group making a decision on the split, rebalancing and priority order of new allocations. Noted externally imposed challenges and time pressures required rapid response on significant sums and review of priority allocation areas. The group did not feel able to make an on the spot decision but shared informed opinions on current priorities to aid further considered decision making:

- DE - Higher level skills are critical
- NB - Workforce Skills and Higher Level Skills
- NC - In work poverty is a priority

KD thanked everyone for the feedback.

Action: RB will put together recommendations and circulate to the group (RB)

Action: Future agenda items with key decisions to be taken at the meeting should normally require a formal paper including options, issues, and any preferences/recommendations to be issued in advance with the agenda enabling best consideration. (TS / ALL)

6. Growth Deal

All GD1 and GD1 HPTA projects apart from Yeovil are either signed and underway (City College Plymouth and South Devon College), or close to finalising funding agreements ready to progress projects.

7. National Careers Service Update

SC welcomed Julie Taylor who delivered an update presentation on the National Careers Service which you can also find attached to email. If you have any questions you can contact Julie by email - julie.taylor1@serco.com.

8. Task & Finish Groups updates

- Construction
 - Please see paper provided by DP attached to email.
- Digital
 - Group now have a page on the [LEP Website](#)
 - Due to meet again at the end of January

9. Future Meeting Dates / Schedule

- 1000-1200 on Monday 29th February 2016, Cullompton
- 1000-1200 on Tuesday 3rd May 2016, Cullompton
- 1000-1200 on Friday 8th July 2016, Cullompton
- 1000-1200 on Tuesday 6th September 2016, Cullompton
- 1000-1200 on Tuesday 1st November 2016, Cullompton