

Minutes of HotSW LEP People Group MeetingTuesday 16th June – 13.30 - 15.30

Cullompton Community Centre, 1 Pye Corner, Cullompton EX15 1JX

Attendees:

Stephen Criddle (Chair)
 Phillip Harall
 Nora Corkery (for Elaine Cook)
 Rod Davis
 Ben Neild (for Chris Evans)
 Oenone Thomas (for Mark Shepherd)
 Sarah Grigg
 Ed Coley
 Chris Garcia
 Heidi Hallam
 Rosie Bates
 Sally Kittle
 Tony Skeel
 Carl Wyard (In for Debbie Passmore)

Organisation

HotSW LEP
 Federation of Small Businesses
 CVS Representative
 Dorset & Somerset Training Provider Network / Somerset ESG
 HE Sector representative
 Exeter and Heart of Devon ESB
 Northern Devon ESB
 Plymouth City Council / ESB
 HoTSW LEP
 HoTSW LEP
 DCC / HoTSW LEP
 Department for Work and Pensions
 Skills Funding Agency
 Torbay Economic Development Company Ltd

Apologies:

Phil Brownsord
 Neil Murphy
 Catherine Stevens
 Keri Denton
 Peter Livingstone

Manufacturers Association
 Somerset Chamber
 Big Lottery Fund
 HotSW LEP
 Somerset ESB

	Agenda Item	Action
1.	Welcome and Introductions / Apologies	
	The Chair welcomed the Group to the table and confirmed apologies received.	
2.	Minutes of People Group Meeting 28th April 2015	
	Action points from the previous meeting were revisited. The minutes of the previous meeting were agreed by the Group.	
3.	Matters arising	
	RB provided an update on EU Funding <ul style="list-style-type: none"> • Submitted application forms to Opt in providers – no feedback received to date • Currently working on final version of the matrix. This will allow Emma Buckman to finish the implementation plan. • Deadline for the implementation plan is 8th July • No clear timeline as of yet for the routes to procurement with all opt-ins 	KD/RB
4.	New government and people themes / priorities discussion	
	CG opened discussions with the points below.	

	<ol style="list-style-type: none"> 1) 3 million apprenticeships is the key government skills priority (mentioned by David Cameron on steps of No 10 on election results morning) 2) No commitment to sustaining ASB funding in Conservative manifesto – will need to get best value from available resource (and providers need to diversify income streams, not rely primarily on ASB) 3) Current policy on schools leading on IAG won't change 4) So need to work within these parameters 5) More devolution deals likely also – key points looking at first tranche deals: <ul style="list-style-type: none"> - Includes greater influence over DWP/workless agenda - Includes ownership of business support agenda 6) So LEPs and providers need to be thinking about how they join up with worklessness and business support agendas to take a more integrated approach – and achieve better / better vfm outcomes with cross-cutting resource 	
5.	Stakeholder engagement update	
	<p>Heidi Hallam provided a hand out to the group – Please note this hand out is a draft and is not to be shared.</p> <p>This document was talked through and discussed by the group.</p> <ul style="list-style-type: none"> • PH – Small businesses unsure of how to engage with the LEP • RD – Has received good feedback • CG – Received good feedback from Ian Munro • Group encourage stakeholders to visit website. Website will always be key to communication to stakeholders <p>If you wish to provide feedback you can email Heidi.Hallam@heartofswlep.co.uk.</p>	
6.	Construction Skills Project	
	<p>RB referred to the document 'Report for LEP People Group 16 06 15' which was sent out before the meeting and read through the recommendations for the group to discuss.</p> <ul style="list-style-type: none"> • Frances Brennan to remain board rep on steering group • HH HD RB and DP to meet to work on marketing strategy • Additional financial support for Construction Skills project will be added to the next LEP Finance and resource meeting. • RB and HH to discuss about future events • RB to bring back further updates 	<p>TS</p> <p>RB</p>
7.	Growth Deal: FE Colleges Capital Proposals	
	<p>Jamie Evans provided this update before this meeting.</p> <p><u>Growth Deal</u></p> <p>Growth Deal 1 projects are progressing well (Somerset College; Bridgwater College and City College Plymouth). These projects are in the process of being signed off. All projects are at various stages of having started projects and will be submitting retrospective claims (within the confines of Growth Deal parameters) back to project start dates.</p> <p>The separate £6.5m LEP Growth Deal sub-pot call for projects to support the Hinkley Point Training Agency and New Nuclear College process is underway. 8 Expressions of Interest were</p>	

	<p>received in May from Colleges across the HotSW area, with all invited to submit full applications with some modifications. The deadline for full applications was Friday 12th June. 5 Full applications were received, all from FE colleges and are due to be assessed on Thursday 18th June, with a view to contracting successful projects shortly afterwards. The process is expected to be significantly quicker than with other FE Growth Deal projects, as due diligence and contracting processes are now in place.</p> <p><u>A Dual mandate for Adult Vocational Education consultation - Heart of the South West LEP response</u></p> <p>Stephen Criddle and Jamie Evans compiled a response for this which was sent to BIS on 15th June. We were given quite short notice to respond. A combination of the chairman's knowledge, Jamie's overall LEP economy knowledge and the People Group's draft Adult Skills evidence from the previous People Group meeting were used to inform the response.</p>	
8.	Enterprise Education Update	
8.1	<p>RB referred to the document 'EE LEP People Group Paper 16 6' which was sent out before the meeting and read through the recommendations for the group to discuss.</p> <p><u>Careers and Enterprise Company Offer to LEPs</u></p> <ul style="list-style-type: none"> • Match funding 50/50 • Up to £150k available from CEC • Proposals are needed by the end of June • CG - £200k currently committed to similar activity. Respond to see how they could interact with what is currently being done? 	RB
8.2	<p><u>CEIAG Standards Presentation – Anna Brooking and Judith Hann</u></p> <p>Anna Brooking and Judith Hann were welcomed to the meeting. They provided the group with a hand out with the aim to gain feedback on this document to take away. Positive discussion then took place with OT providing the feedback that she felt that the 'Impartial advice' statement needed to be reinforced.</p> <p>Action RB to work on wording with linking to the LEP</p> <p>Feedback can be provided to anna.brooking@cswwgroup.co.uk.</p>	RB
9.	AOB	
9.1	<p><u>Unlocking Growth Fund Sub Group Representation</u> <i>(please refer to document 'Unlocking Growth Fund Sub')</i></p> <p>It was discussed as to whether someone would like to volunteer or recommend someone to represent the group on the 'Unlocking Growth Sub group'</p> <p>Action - EC and SG to discuss with colleagues and feedback to SC</p>	SG & EC
9.2	<p><u>NIACE</u></p> <p>CG discussed this opportunity with the group. It was decided that CG should try to find out more and decide how it could fit in with current activity.</p>	
10.	Next Meeting 13th July 2015 – 10:00am at Cullompton Community Centre	