

HotSW LEP People Group Meeting Minutes

Thursday 7th September 2017 - 1300 - 1600
Cullompton Community Centre, EX15 1JX

Attendees

Stephen Criddle (Chair)
Keri Denton
Chris Garcia
Jamie Evans
Eifion Jones
Helena Davison
Chris Evans
Stacey Heath
Edward Coley
Nora Corkery
Fiona McMillan
Mark Shepard
Melanie Roberts
Rod Davis
Sally Kittle
Karl Tucker
Nicola Bailey
Helen Lacey
Bill Blythe

Organisation

HotSW LEP
HotSW LEP
HotSW LEP
HotSW LEP / DCC
HotSW LEP
HotSW LEP
HE Sector Representative
Torbay Economic Development Agency Ltd
Plymouth City Council
CVS Representative
EDF Energy / Business Forum Representative
Exeter and Heart of Devon ESB
Somerset ESB
Dorset and Somerset Training Provider Network
Department for Work and Pensions
Yeo Valley / Business Representative
FSB
Redberry Recruitment
North Devon / Petroc

Apologies

Dale Edwards Somerset Chamber
Catherine Stevens Big Lottery Fund

Ref.	Agenda items:	
1.	Welcome, Apologies & Declarations of Interest	SC
	SC welcomed the group to the meeting	
2.	Minutes of People Group 7 th July Meeting	SC
	Approved.	
3.	Matters arising	SC
	None	

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4.	ESF Update	KD
	<p>Live contracts updates SFA opt in partner - regular contact, Serco learn direct contractual partners. Quarterly meeting 25th Sept to get an update on performance. Learn Direct receiving a lot of bad press recently. LEP People leadership group share concerns around the possible impact on the ESF programme. Building Better Opportunities - Email from Catherine Stevens JE - received updated spend on Open calls Suzanne Bond has been brought in to design and take forward a whole programme of work. RD - agreeing with action being taken re. learn direct. Serco delivery very similar to learn direct delivery. ACTION: Further update at next meeting as key agenda and opportunity (TS)</p>	
5.	Growth Deal 3 Update	JE
	<p>JE - 3 projects are currently in progress. 1 project has been approved by SIP and is progressing to funding agreement. A second project is moving forwards towards SIP consideration. If successful will be able to progress to funding agreement. Blue screen IT. Need to press on with this project. SC - requested an update on Growth Deal 1 CG and JE met with Yeovil recently. Yeovil reassessing approach to try to maximize outputs. Awaiting further contact from Yeovil. JE - Centre at Yeovil is taking shape.</p>	
6.	Digital Skills	EJ
	<p>Meeting at the end of August organized by Cosmic and Simon Leeming (DCMS). The day was a briefing for Simon to learn about the digital activity going on in the area. DCMS wanting to trial local digital skills partnership. Aim to put together a best practice for other LEP areas. Local partnerships to be set up early 2018. Feedback on this proposition sought from the group. DCMS would do some data gathering with local partners and match that provision to those needs Upweighted delivery pulling in support from private sectors. E.g. Lloyds and Barclays. Looking for a control LEP area. Thoughts on criteria for LEP to be selected</p>	

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	<p>What can we bring to this offer? SC - what's the target audience? EJ - very broad. Could focus on the rural areas? MSh - partners are banking industry. Need to be mindful. KD - broad nature could be a weakness? JE - Blue Screen IT and other Cyber security businesses worth talking to along with Cosmic. JE and SK previously put paper together about what has been done on Digital Skills. RD - important to make point about what is already going on. CE - UoE successful bid in Erasmus bid. Possible to build some work around this? CG - lot of infrastructure connectivity work going on, the more digital skills work that can be done alongside this is good. KD - how we add value to all the work that is currently on going. NC - issue around community and community connection. EJ - next steps to prep a paper for the board, with stakeholder input.</p> <p>DECISION Action: LEP People agreed this would be a positive initiative and mandated the team to progress to DCMS with proposal/response (EJ)</p>	
7.	Work, Health and Disability	SK
	<p>SK presented to the group. It was agreed that the presentation and link below to be shared with the group. https://www.gov.uk/guidance/disability-confident-how-to-sign-up-to-the-employer-scheme</p>	
8.	SW Skills Conference	FM
	<p>FM is currently organizing a SW Skills Conference with 19th January being the most likely date for this event. Good opportunity to;</p> <ul style="list-style-type: none"> • Work with other LEP's and discover common issues • Create links between companies and education providers • Educate employers on the apprenticeship levy and how to make the most of it • West of England LEP, Cornwall and IoS LEP and Dorset LEP are all in support. <p>DECISION - People Leadership Group agreed a tailored approach to the SW Skills Conference</p>	

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9.	HPTA Revenue Update	JE / FM
	JE provided update on HPTA revenue funding award by LEP - agreed at most recent SIP	
10.	AOB	
	<p>Stacey Heath introduced herself to the group and provided an update on LEP Construction Skills</p> <ul style="list-style-type: none"> • Stacey Heath is new senior economic development officer at TDA, job sharing with Deb Passmore. Stacey and Deb will be leading LEP construction skills. • Following a slower period for the project (due to staffing/ board directors change) LEP construction skills activity will now be picking back up. • The first stage is to review governance of the steering group and associated task and finish groups, and assess the most effective way to take the project forward to deliver skills outcomes to benefit the LEP area and construction businesses that operate within the geography. • An action plan will be developed as a priority over the next few months and will be based on the recommendations from the CEIAG and CBA research papers alongside the original recommendations from the 2015 CITB paper. • Recognition that revenue funding is a key barrier to success of any outcomes, and therefore this must be seen as a priority for the LEP board and associated strategic investment panel (SIP) and finance and resource (F&R) committees. • There is renewed energy and enthusiasm from key supporting partners, such as CITB and this will be actively developed over the forthcoming weeks. <p>KN - Enterprise advisor network. Contract came to an end at the end of august. CEC have offered an extended 3 years but match funding needed. Ongoing meetings with CSW. Facing challenges in recruitment.</p> <p>FM - should we share performance data before committing to another 3 years?</p> <p>SC - good to share that information with this group.</p>	

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	<p>KN - can share some data that we already have. ACTION: Item on the next agenda. (TS) HD - Case studies from Enterprise Advisor Network would be good to use to help students understand what is available. RD - both networks looking at how they can help with the raising awareness issue. 2 websites created to help support. Will share the links with Tom.</p>	
11.	Productivity Plan	EJ
	<p>A small team of people have been putting together material for the plan. Raw material from partners. Appointed an editor to put the material together. Overall brief is 30 pages. Would like to keep it short. Revised draft on the 12th to be shared with the LEP board and shadow joint committee (meeting 22nd Sept) Public consultation October/November Still is in draft stages FM - where has this come from? EJ - came from the drafting team JE - potentially missing linkage as to why these actions have been chosen. FM - understanding the nature of the statements? KD - debate around is this a strategy or a plan? BB - disappointed around not mentioning North Devon. Coastal communities need to be mentioned. Something around the apprenticeship company. SC - Centres of excellence and other similar strengths need to be mentioned. CG - one of the challenges is keeping perspective of the important things. Mechanisms on how we prioritise where we go with the productivity plan. LEP is just one of 22 partners, one of the ideas is to form a skills commission group. Is this something we should volunteer? SC - yes. We are already set up and would devalue this group if another group is set up. FM - maybe consider a merge of LEP People and Business Leadership group in some form. JE - Businesses play a key role in this. KT - this in isolation, isn't going to solve anything. Need to keep our focus elsewhere as well. FM - parallel documents across the 3 themes. Are the Skills issues being picked up under Place and vice-versa? MS - graduates not being able to see the potential in the South West.</p>	

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	<p>CE - UoE trying to address the graduate retention issue. One possible solution is providing more good quality student placements. Pathways for people who would like to retrain.</p> <p>FM - comes to funding issues.</p> <p>HL - Getting employers on board. Need to educate the businesses as well as educate the young people.</p> <p>EColey - similar view on student placements. Common problem is the funding.</p> <p>MS - need to try to influence government to change the funding systems.</p> <p>SH - Businesses to upskill current workforce</p> <p>FM - how much data do we have?</p> <p>KN - evolving database. Involves bring together lots of large databases.</p> <p>FM - need to consider what data is needed.</p> <p>RD - need to build in some risk analysis. This goes alongside the data.</p> <p>KD - couple of other pieces of work to impact on this. Rural productivity commission - draft report</p> <p>Economic modelling and social inclusion type modelling. Measures element is still a working progress. Raising productivity for all.</p> <p>Report has just been released from the BROG group around Construction Skills.</p> <p>EJ thanked the group for the areas of feedback and discussion.</p>	
12.	<p>Future Meeting Dates / Schedule</p> <ul style="list-style-type: none"> 1300 - 1500 Thursday 9th November 2017, Cullompton 	



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