



Minutes

Meeting Title: CloS Employment and Skills Board

Date: 6 December 2018

Time: 1pm to 3:30pm

Location: Boardroom, Level 6 John Keay House, Tregonissey Rd, St Austell PL25 4DJ

Chaired by: Paul Massey

Membership:

Phil Mason	Cathie Kessell
Jane Black	Lindsey Hall
Glenn Caplin	Mel Colton-Dyer
David Walrond	Paul Massey (Chair)
Dawn George	Paul Wickes
Trevor Doughty	Stacey Sleeman
Clare Harris	Stuart Roden
Jim Grant	Tarn Lamb
Emily Kent	Mark Williams

Observers: Terri Whitten, Stacey Whitfield (Economic Growth Apprentice)

Officer support Debbie Osborne, LEP Executive Team

Minutes		Action
1.	<p>Welcome, Introductions and Apologies</p> <ul style="list-style-type: none"> Paul Massey welcomed everyone to the meeting. Apologies received from Glenn Caplin, Trevor Doughty (Jane Black representing) and Terri Whitten. 	
2.	<p>Employment and Skills Board 3 October 2018</p> <ul style="list-style-type: none"> Minutes from 3 October 2018 were agreed as a true and accurate record. <p>Actions</p> <ul style="list-style-type: none"> 1 & 2: Following discussion at the Space Industry Taskforce Group on 12 November 2018 it was agreed for group representatives to meet with Aviation Skills Partnership to draft a brief for feasibility study, after which the option of 	



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<p>whether it's eligible for TA will be looked at.</p> <ul style="list-style-type: none"> All other actions completed or on today's agenda. 	
<p>3. Creative Industry Taskforce Update</p> <ul style="list-style-type: none"> Looking at 3 potential Skills Actions Plans; Space, Energy and Creative which will align with each other. Creative Industries Workshop held on 26 November 2018 to identify skills needs in creative sector. Identified 4 key areas: <ul style="list-style-type: none"> Future Business Support; Creative event linked to the work previously done by Creative Industries Federation; Evidence Base (what do we need and how to do it smart); and What else the LEP could do to address opportunities across all sectors. <p>Comments</p> <ul style="list-style-type: none"> Need for a statement of ambition. More collaboration with neighbours (Plymouth and Devon). Creativity and Innovation – links with STEM. Links to Sector Deals and how opportunities are maximised. Links with Industrial Strategy as that will underpin all sectors. Communication of the creative sector/economy. Understanding data better and ensuring skills don't get lost. Lack of understanding of employment routes into economy. <ul style="list-style-type: none"> Action 1: Presentation and report given at the Creative Industries Taskforce to be shared with ESB members. Action 2: A report to be presented at the February ESB to outline allocation of funding/project support to the Creative Industries. Action 3: Emmie Kell, Creative Lead on the CloS LEP Board to be invited to the February ESB and have Creative Industries as a hot topic. 	<p>SS</p> <p>SS</p> <p>SS/DO</p>
<p>4. ESF Update</p> <ul style="list-style-type: none"> Remaining priority areas and funding under PA1 and PA2 along with project activity was discussed at the recent strategic fit meeting. Still broadly aligned against ITI Strategy. Some are dependent on Opt Ins. 	



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<ul style="list-style-type: none"> • Some money will be reallocated, currently working up proposals to give to Managing Authority. • Big Lottery will be extended but with reduced allocations until 2022. • Meeting with Managing Authority on Monday 10 December to agree format and way forward, with the hope that contracts in place before March 2019 but is dependent on Brexit Deal process. Once agreed can commit to programme. • Successful visit to Brussels with conversations about future cooperation and access to funding (Interreg and Horizon), which we would still have access to as a third country after Brexit deal. Met with colleagues from Normandy and Brittany regarding future alliances after leaving the EU. Representation made over inclusion of Smart Specialisation. In the context of Brexit, was a very positive meeting. 	
<p>5. Hot Topic</p> <p>Why has skills investment not raised wages (discussion)</p> <ul style="list-style-type: none"> • How does ESF influence how EU funding is spent? • What does the immigration policy mean for Cornwall? • Wages comparison across sectors. We can encourage employers to pay more, but this is dependent on business income. • Use data from Tech Nation report. How our digital sector challenges compare with rest of country. • Turnover per employee should be more important than increase in headcount. • Quality alongside quantity. • Look at proportion of investment funding being given to business. • Business Skills tend to fall under ERDF not ESF. • No increased investment in skills. Level of funding for a 16 year old has decreased 20% since 2010, with average teacher pay lower than a workspace pay. Less College institutions, 330 down to 270. • Skills only a small part of the economy, need to upskill existing. • Infrastructure issues in area still a big issue. • Apprenticeship take up has halved. • Social Mobility. 	



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<ul style="list-style-type: none"> • Everyone wants more money! • Start investing more in skills. • Remove barriers, having control and being able to influence some factors eg Shared Prosperity Fund, think longer term. • It's wrong that ESF contracts have a 20% management fee attached. • Now have an opportunity to have different conversations with partners on calls ie BBO and work with partners ie Skills Hub and Oxford Innovation. • Hoping for sign off on a £30m pot by Cornwall Council to provide 20% match, will then accept applications once signed off. Designing those packages ourselves to influence outcomes not outputs that align with ESB priorities; will be outcome criteria that will need to be met. • Be more sustainable. • CRM system, paid for by the LEP but where is the data, findings and feedback? Utilise data from other partners. • Skills Development Packages to ensure a better skilled workforce. • Educating business leaders. • Messaging and Communications. Bring together a "thought" paper articulating discussions from today. • More work to be done around investment and disinvestment so we know our starting position, get a better understanding of GVA. • Action 4: SS to pull together a paper based on today's discussion points for feedback and comment. • Action 5: ESB representatives to meet with Oxford Innovation and Skills Hub to help inform next steps. 	<p>SS</p> <p>SS</p>
<p>6. Regular Updates</p> <p>Pathways to Employment Group</p> <ul style="list-style-type: none"> • Hot Topic: Work Experience <ul style="list-style-type: none"> ○ Exploring models and limitations to enable more young people to take up the opportunity, ie using school holidays instead of term time. ○ Too many barriers. ○ Lots of views highlighted but no conclusions reached. 	



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<ul style="list-style-type: none"> ○ Agreed to hold a discussion workshop with the Employer Led Skills Group to get a wider view. <p>Employer Led Skills Group</p> <ul style="list-style-type: none"> ● Hot Topic: Strategic Fit <ul style="list-style-type: none"> ○ Biggest benefit was upskilling. ○ Discussion on allocated PA2. ○ Developing Skills for Business ○ Update on the 3 Skills Actions Plans and refresh of any existing plans. ○ Working with Cornwall Council, FSB and Chamber on an EU Settlement Scheme. ○ Innovation and how to influence. ● Next Hot Topic to be Agile and Lean Productivity. ● Skills Show 2019 launched (19 March 2019), looking to have either a business breakfast or afternoon tea event. <p>Beacon</p> <ul style="list-style-type: none"> ● Project moving forward now. ● University of Plymouth now contracted to do the social marketing. ● 3 Business Insight workshops held at the end of October. Report due by the end of this week. Will share with ESB. <p>Action 6: Beacon Project report to be shared with ESB.</p> <p>Institute of Technology</p> <ul style="list-style-type: none"> ● £117m available nationally. ● 30 applications received. ● Focus on digital manufacturing. ● Employers along with Colleges involved. ● Should know result in March 2019. 	<p>CH</p>
<p>9. Any other business</p> <ul style="list-style-type: none"> ● Dfe issued guidance on Skills Advisory Panel along with an analytical toolkit. Links with the Ney Review on Strengthening Local Enterprise Partnerships. Will keep group updated. ● Assistant Growth Officer now appointed which will add more 	



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<p>capacity to the Policy Team. Kirsten May now appointed as Project Support Officer working on Developing Skills for Business compliance. Inclusion Officer currently out for recruitment along with the backfill for Senior Skills Officer post.</p> <ul style="list-style-type: none"> • FE/Training Vacancy on Board given the recent resignation of Raoul Humphreys. The ToR states that this should be done via expression of interest or we invite the interim CEO to take the place. Board agreed to invite Elaine McMahon to join the Board. Formal thanks to be recorded to Raoul for his hard work to shape the Board. Action 7: A formal invitation be sent to Elaine McMahon to join the Employment and Skills Board. • Jonathan Eddy now on secondment to Falmouth University so agreed that Sally Edgington be invited to future meetings. Action 8: LEP Executive to make the necessary arrangements to invite Sally Edgington to future meetings. • SR: Can member updates be given at each Board. Agreed that as part of the papers a short written update be provided. Action 9: LEP Executive to make the necessary arrangements to have member updates as part of the agenda pack. 	<p>SS/PM</p> <p>SS/DO</p> <p>SS/DO</p>
<p>Date of next meeting:</p> <ul style="list-style-type: none"> • 7 February 1pm to 3:30pm 2C03 Pydar House <p>A room has been booked at Pydar House in Truro for all meetings but if anyone can host please let Debbie in the LEP Executive Team know.</p>	
<p>Actions</p> <ol style="list-style-type: none"> 1. Presentation and report given at the Creative Industries Taskforce to be shared with ESB members. 2. A report to be presented at the February ESB to outline allocation of funding/project support to the Creative Industries. 3. Emmie Kell, Creative Lead on the CIoS LEP Board to be invited to the February ESB and have Creative Industries as a hot topic. 4. SS to pull together a paper based on today's discussion points 	<p>SS</p> <p>SS</p> <p>SS/DO</p> <p>SS</p>



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for feedback and comment.	
5. ESB representatives to meet with Oxford Innovation and Skills Hub to help inform next steps.	SS
6. Beacon Project report to be shared with ESB.	CH
7. A formal invitation be sent to Elaine McMahon to join the Employment and Skills Board.	SS/PM
8. LEP Executive to make the necessary arrangements to invite Sally Edgington to future meetings.	SS/DO
9. LEP Executive to make the necessary arrangements to have member updates as part of the agenda pack.	SS/DO

Meeting finished at 3:30pm

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