



# Minutes

<b>Meeting Title:</b>	CloS LEP Employment and Skills Board	
<b>Date:</b>	9 December 2020	
<b>Time:</b>	2pm to 4:30pm	
<b>Location:</b>	Via MS Teams	
<b>Chaired by:</b>	Frances Brennan	
<b>Membership:</b>	Frances Brennan (Chair) (FB) Clare Parnell (Vice Chair) (CP) Adrienne Murphy (AM) Alex Lingard (AL) Andrew Finley (AF) Caitlin Gould (CG) Chris Mann (CM) Eric Nicholls (EN) Ian Curnow (IC) John Evans (JE) Julie Gripton (JGr) Nicky Hector (NH) Paul Wickes (PW) Meredith Teasdale (MT)	Phil Mason (PM) Rob Ingram (RI) Stuart Roden (SR) Clare Harris (CH) Cathie Kessell (CK) Emily Kent (EK) Glenn Caplin-Grey (GCG) Stacey Sleeman (SS) Kate Evan-Hughes (KEv) Mark Duddridge (MD) Emma Stratton (ES) James Neale (JN) Kate Ellis (KEI)
<b>Observers:</b>	Josie Gough (JGo)	Steve Harries (SH) Terri Whitten (TW)
<b>In attendance:</b>	Matthew Barton, Jess Tangye and Caroline Carroll	
<b>Supported by:</b>	Debbie Osborne, LEP Executive Team	

Minutes		Action
<b>1.</b>	<b>Welcome, Introductions and Apologies</b> <ul style="list-style-type: none"> <li>Chair welcomed everyone to meeting. The 3 new Co-opted members Kate Ellis, James Neale and Emma Stratton then introduced themselves to the group.</li> <li>Apologies received from John Evans (Justin Olosunde in</li> </ul>	

Minutes		Action
	<p>attendance), Chris Mann, Glenn Caplin-Grey, Meredith Teasdale (Kate Evan-Hughes in attendance) and Phil Mason (Emily Kent in attendance).</p> <ul style="list-style-type: none"> <li>Agreed that contact details be shared between members.</li> </ul> <p><b>Action 1: LEP Executive to arrange for contact details to be shared with members.</b></p>	<b>DO</b>
2.	<p><b>Employment and Skills Board 12 February 2020</b></p> <ul style="list-style-type: none"> <li>Minutes from 12 February 2020 were agreed as a true and accurate record.</li> <li>All actions covered.</li> </ul>	
3.	<p><b>Updated Terms of Reference and Co-opt arrangements</b></p> <ul style="list-style-type: none"> <li>It was highlighted during the recent ESB recruitment that there were still some sector gaps so as part of the updated terms of reference the ESB are now able to co-opt individuals with specialist knowledge and expertise for a fixed one-year term. As part of that process the following have now been co-opted onto the Board for a year: <ul style="list-style-type: none"> <li>James Neale: Creative Sector</li> <li>Kate Ellis: Construction Sector</li> <li>Emma Stratton: Hospitality and Tourism Sector</li> </ul> </li> </ul>	
4.	<p><b>Progress Reports</b></p> <p><b>Employment and Skills (Stacey Sleeman)</b></p> <ul style="list-style-type: none"> <li>Report to be taken as read but highlights include: <ul style="list-style-type: none"> <li><u>Beacon Project</u>: Now looking to move to Phase 2 and are still hopeful for additional funding to work with 6 other LEP areas to trial the digital platform over the next 12 months.</li> <li><u>Apprenticeship Campaign</u>: Cornwall Apprenticeships will receive a further £50K of funding from the ESF Innovation Fund which will be spent on continuation of activity over the next 3 years.</li> <li><u>ESF Programme</u>: The CloS Region has a £131m programme of support from the European Social Fund to commission and deliver a range of employment, training and support opportunities to individuals and businesses. £94m of the programme has been contracted, £24m is nearing the end of the appraisal process and will be contracted in the next few weeks.</li> </ul> </li> </ul>	



Minutes		Action
	<p>to look for sector volunteers.</p> <ul style="list-style-type: none"> <li>• Connectivity key within project eg. Healthwave, People Hub, TECGirls.</li> <li>• Linking in with the work by the Town Deal Boards.</li> <li>• Report on DSP funding going to Cornwall Council Cabinet next week and another tranche of funding hopeful from DCMS.</li> </ul>	
5.	<p><b>Local Skills Report</b></p> <ul style="list-style-type: none"> <li>• The Employment and Skills Board is taking on the function of a Skills Advisory Panel (SAP) for Cornwall and the Isles of Scilly. Skills Advisory Panels aim to bring together local employers and skills providers to pool their knowledge on skills and labour market needs, and to work together to understand and address key local challenges. This includes both immediate skills needs arising from the pandemic and exploring what is required of the labour market to help us achieve the LEP's long term vision for future economic growth.</li> <li>• A central government requirement is that local Skills Advisory Panels should produce a Local Skills Report which comprises an evidence base, skills strategy and action plan. To support the ESB in this work we appointed consultants Red Box Research to help develop the evidence base and work with local stakeholders to help shape our new skills strategy.</li> <li>• Themes from the stakeholder interviews including supporting innovation and growth, social inclusion, digital skills and connectivity once backed up by analysis will be turned into an implementation and action plan. This will also include narrative on impact of COVID to allow it to be future proof.</li> <li>• Once the draft report has been submitted to DfE on 8 January and they are happy with report then 2<sup>nd</sup> tranche of funding can be drawn down. The final report will be submitted to DfE in March 2021. Report can then be circulated to ESB and wider stakeholders.</li> <li>• Feedback and data from employers is investment is still not meeting needs so now looking to framework our own investment strategy.</li> </ul>	

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<p><b>6. Devolution</b></p> <ul style="list-style-type: none"> <li>• The draft Cornwall and Isles of Scilly devolution prospectus, has been developed over the course of the last five months, primarily as a tool to influence Government thinking around devolution and local recovery. The aim is to build on Cornwall’s successful devolution track record and to secure further autonomy, in anticipation of the Devolution and Local Recovery White Paper, which was due this autumn and now expected May 2021. This was following a visit by Minister Simon Clarke who agreed to take forward a conversation around Cornwall working with Government to serve as a blueprint for devolution in non-metropolitan areas.</li> <li>• The draft devolution prospectus has been developed on the back of the New Frontiers programme and it aligns to the new Vision for Cornwall 2050– Gyllyn Warbarth, Together We Can: The Cornwall Plan, which was ratified by Cornwall Council on 24 November. It sets out a bold vision for sustainable and inclusive growth. It seeks to address the greatest challenges facing Cornwall and the wider nation, to give ourselves and future generations a fair chance at a good and healthy life, while separating economic growth from ecological and climate breakdown. It builds on the strong partnership relationships that characterise Cornwall as a place and which have been further cemented in our emergency response to Covid-19. Cornwall Council is now working with its partners to make the strongest possible case to Government for further devolution.</li> <li>• More information can be found at <a href="#">Lets Talk Cornwall</a>.</li> </ul> <p><b>Comments from ESB members</b></p> <ul style="list-style-type: none"> <li>• AF: Given the Chancellors comments in his last statement about "ramping up" the replacement for EU funds, how confident are we that £700m is within sight? MB: Are a little apprehensive given the Levelling Up conversation which is currently focusing on the North.</li> <li>• AM: Good to see retention of Nurses in Cornwall included in prospectus.</li> <li>• JGr: Good marketing and communications in relation to</li> </ul>	

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	<p>placement opportunities and training provision.</p> <ul style="list-style-type: none"> <li>• SR: A simplified and user friendly process crucial allowing ESB to work collaboratively with sectors will be a huge opportunity.</li> <li>• MD: Devolution is key and important to area. Will be a long gradual recovery for CloS so need to maintain dialogue with MPs.</li> <li>• SS: Having local autonomy, freedom and pace to allow us to set out own strategy.</li> <li>• MB: A designed version of the Strategy currently being drawn up which will be circulated to ESB members. In the New Year will allow engagement with MPs and Government to start. JGo: will be looking at prospectus and will be working closely with Cornwall Council colleagues to discuss process, formula and policy.</li> </ul>	
7.	<p><b>Green Jobs Inquiry and next steps</b></p> <ul style="list-style-type: none"> <li>• The Environmental Audit Committee is launching an <a href="#">inquiry</a> into Green Jobs. The inquiry will look at how green jobs can help tackle the expected rise in unemployment due to COVID-19 in a sustainable way. It will also look at the jobs, skills and training needed to achieve the UK's longer-term climate and environmental ambitions and what planning and work is taking place to meet these requirements.</li> <li>• Green jobs, as defined by the International Labour Organization, are 'decent jobs in any economic sector (e.g. agriculture, industry, services, administration) which contribute to preserving, restoring and enhancing environmental quality'. The ILO state that Green jobs reduce the environmental impact of enterprises and economic sectors by: <ul style="list-style-type: none"> <li>• Improving the efficiency of energy, raw materials and water</li> <li>• De-carbonising the economy and bringing down greenhouse gas emissions</li> <li>• Minimising or avoiding all forms of waste and pollution</li> <li>• Protecting and restoring ecosystems and biodiversity</li> <li>• Supporting adaptation to the effects of climate change</li> </ul> </li> <li>• The committee's inquiry will draw on but not be limited by this definition.</li> </ul>	

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<ul style="list-style-type: none"> <li>• Deadline for call for evidence is 15 January 2021 so the challenge to ESB is whether we think we and businesses can answer the questions and if not what we can do to help with inquiry.</li> </ul> <p><b>Comments from ESB members</b></p> <ul style="list-style-type: none"> <li>• CP: Rural Group looked at Employment and Skills in that sector, so could different sectors input into specific questions?</li> <li>• KE: Key thing in construction is upskilling. New developments are now passive which means issues with supply chain who have limited knowledge. But that is a much wider piece of work.</li> <li>• SR: Future Jobs needs to be looked at as part of the green agenda with retraining opportunities, information and guidance being offered for those already been made or at risk of redundancy.</li> <li>• CG: Green skills along with technology, helping sectors through transition with digital transformation projects.</li> <li>• PW: Maritime working on green agenda and would be keen to help with inquiry.</li> <li>• JO: Agrees this is an important piece of work for ESB to be involved with. Also not forgetting physical skills need digital skills and additionality.</li> <li>• RI: Links with the Devolution prospectus: Natural, Capital, Social.</li> <li>• Recommendation to pull together a Task and Finish Group to include ESB members and other partners once the definition of Green Jobs is set. SS to work with Caroline Carroll. <b>Action 4: A copy of today's Green Jobs presentation to be circulated to ESB members.</b></li> </ul>	DO
<p><b>8. Any other business</b></p> <ul style="list-style-type: none"> <li>• FB: recommendation that we invite Scott Mann MP to the April meeting to promote the work of the ESB. <b>Action 5: LEP Executive to invite Scott Mann to the April ESB and prepare a briefing note.</b></li> <li>• FB: need to ensure linkages between ESB and the Economic Recovery Group. MD chairs the weekly meetings with SS attending on an regular basis to update on employment and skills, this will allow a lot of</li> </ul>	SS

Minutes	Action
opportunities to engage.	
<p><b>Date of next meetings:</b></p> <ul style="list-style-type: none"> <li>• 10 February 2pm to 4:30pm</li> <li>• 7 April 2pm to 4:30pm</li> <li>• 9 June 2pm to 4:30pm</li> <li>• 13 October 2pm to 4:30pm</li> <li>• 8 December 2pm to 4:30pm</li> </ul> <p><i>Please note that the ESB are currently meeting virtually (via Microsoft Teams).</i></p>	
<p><b>Actions from today's meeting 9 December 2020</b></p> <ol style="list-style-type: none"> <li>1. LEP Executive to arrange for contact details to be shared with members.</li> <li>2. SS to send KE the membership, Strategy and Terms of Reference for the Construction Strategy Group.</li> <li>3. TW/SH to provide an update on the Kickstart Scheme at the next ESB.</li> <li>4. A copy of today's Green Jobs presentation to be circulated to ESB members.</li> <li>5. LEP Executive to invite Scott Mann to the April ESB and prepare a briefing note.</li> </ol>	<p style="text-align: center;"><b>DO</b></p> <p style="text-align: center;"><b>SS/KE</b></p> <p style="text-align: center;"><b>TW/SH</b></p> <p style="text-align: center;"><b>DO</b></p> <p style="text-align: center;"><b>SS</b></p>

Meeting finished at 4:15pm