



# Minutes

<b>Meeting Title:</b>	CloS LEP Employment and Skills Board	
<b>Date:</b>	16 June 2021	
<b>Time:</b>	2pm to 4:30pm	
<b>Location:</b>	Via MS Teams	
<b>Chaired by:</b>	Frances Brennan	
<b>Members:</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) Phil Mason (PM)	Rob Ingram (RI) Stuart Roden (SR) Emma Stratton (ES) James Neale (JN) Kate Ellis (KE) John Evans (JE) Julie Gripton (JG) Paul Wickes (PW) Meredith Teasdale (MT)
<b>Officers:</b>	Clare Harris Cathie Kessell Emily Kent Chloe Rickard Laura Herbert	Glenn Caplin-Grey Stacey Sleeman Kate Evan-Hughes Jo Evans
<b>Observers:</b>	David Krohn Henry Seymour	Mike Page Mark Duddridge
<b>In attendance:</b>	Mari Eggins (CEO Carefree) David Roose (Head of Children in Care and Care Leavers)	
<b>Supported by:</b>	Debbie Osborne, LEP Executive Team	

Minutes		Action
1.	<b>Welcome and Apologies</b> <ul style="list-style-type: none"> <li>Apologies received from Paul Wickes, Glenn Caplin-Grey, Emily Kent, Caitlin Gould, James Neale, Nicky Hector,</li> </ul>	

Minutes		Action
	<p>Mark Duddridge, Phil Mason, Meredith Teasdale and Kate Evan Hughes (Rachel Delourme attending).</p> <ul style="list-style-type: none"> <li>• Welcome to Mike Page who will be the new DWP representative taking over from Terri Whitten.</li> <li>• Welcome to Chloe Rickard (Digital Skills Partnership Coordinator) and Laura Herbert (People and Prosperity Communications Officer).</li> <li>• Board members were also advised that Nicky Hector has formally resigned from the Board due to work commitments.</li> </ul>	
2.	<p><b>Employment and Skills Board 22 April 2021</b></p> <ul style="list-style-type: none"> <li>• Minutes from 22 April 2021 were agreed as a true and accurate record.</li> <li>• Actions all completed or covered on today's agenda.</li> </ul>	
3.	<p><b>Progress Reports</b></p> <p><b>Employment and Skills</b></p> <ul style="list-style-type: none"> <li>• <b>People Hub:</b> now been given green light from Managing Authority. Now has a presence to give support to stakeholders and providers.</li> <li>• <b>Mid Life MOT Project:</b> now completed with evaluation done and submitted to DWP. DWP will review evaluations from all pilot areas to determine whether there will be a national roll out.</li> <li>• <b>Digital Skills Partnership:</b> Chloe Rickard now started as the new Digital Skills Partnership coordinator, will be working part time until July and then will be full time.</li> <li>• <b>Apprenticeship Campaign:</b> going well and continues to build awareness of Apprenticeships and Cornwall Apprenticeships within the County's SME community. <a href="#">Apprenticeship Levy survey</a> now live for employers to complete.</li> <li>• <b>ESF:</b> Nearly to full allocation of funding. £131m contracted for CloS. One project going through appraisal but will more than likely be removed so will be additional funding available for other use.</li> <li>• <b>Construction and Green Jobs:</b> Cornwall College/Truro and Penwith College submitted a bid for a business centre to grow green economy.</li> </ul>	

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<ul style="list-style-type: none"> <li>• FB: Had a really good PA1 meeting yesterday (15 June 2021). No of PA1 ESF projects running in county. One concern though is the amount of people (48k) currently on Universal Credit (UC) and (31.7k) on furlough. Is a need to promote the <a href="#">People Hub</a> more effectively to show what support is available. Request to Board members to share information on what is available.</li> </ul> <p><b>Digital Skills Partnership</b></p> <ul style="list-style-type: none"> <li>• As advised previously Chloe Rickard now started as the new Digital Skills Partnership coordinator, will be working part time until July and then will be full time.</li> <li>• DSP now sits in the wider policy team a DCMS.</li> <li>• Working with HoSW LEP area on a joint approach for Wave 2 Digital Bootcamps and awaiting the decision from DfE.</li> <li>• Looking at creating a smaller strategic DSP Board.</li> <li>• In process of writing a strategic communications plan.</li> <li>• Working with Colleges and Software Cornwall to map out what support is available.</li> </ul>	
<p><b>4. Members Sector Update</b></p> <ul style="list-style-type: none"> <li>• FB: Member updates have proven very important to explore demand and need across all sectors, this to be taken to the provider groups.</li> <li>• <b>Hospitality (ES):</b> <ul style="list-style-type: none"> <li>o Personally doing very well, have been able to provide accommodation and offer the national living wage to all staff.</li> <li>o Some hotels however are having to cancel non resident bookings due to staff shortages.</li> <li>o Working with Visit Cornwall on a conversation of how Cornwall can contribute to the national hospitality sector.</li> <li>o FB: following discussions with RIO (who focus on young people), and information received from other partners, have shown that they want to work in sector but transport is the main issue. There are some really good people available in local labour force, how do we get those people to those vacant posts? CP: Is there a</li> </ul> </li> </ul>	

Minutes	Action
<p>need to commission a piece of work/report on this issue. <b>Action 1: SS to liaise with Head of LEP Commissioning on the possibility of commissioning some work on the tax loss etc.</b></p> <ul style="list-style-type: none"> <li>o ES: Lack of or access to public transport is a big issue given that not all public transport goes through the main employment routes.</li> <li>o Out of the 48k currently on UC finding work shouldn't be an issue.</li> <li>o SS: there are definite barriers and enablers but there are lots of tools available to help vacancies. FB: Plenty of resources available so can work with those groups out of work to teach basic skills.</li> <li>o SR: Need to remember that not all of those 48k on UC are unemployed some are just low earners and receive UC as a top up to their wages so is there any data available to find out from that figure who are actually unemployed? Also need to look at increasing the availability of social housing.</li> <li>o MP: Lot of sector based work being undertaken by DWP at the moment with academies, interview assistance, Kickstart Scheme etc. working with partners ie Cornwall RIO Youth Hub.</li> </ul> <ul style="list-style-type: none"> <li>• <b>Manufacturing (EN)</b> <ul style="list-style-type: none"> <li>o Recruitment within sector was difficult before the COVID pandemic and still remains the case now. Vacancies receiving reduced number of applicants and those applicants are not of a high enough calibre, even for administrative posts. Agreed to share those vacancies with <a href="#">Cathie Kessell</a> to share with Provider Group.</li> <li>o KE: There is a possibility of doing some joint programmes with manufacturing/construction sector and share resources. Will take conversation offline with EN. Focus group with students proved useful and will share information.</li> <li>o JE: Level 2 Construction Course at Cornwall College has 332 signed up to start in September 2021.</li> </ul> </li> </ul>	<p style="text-align: center;"><b>SS</b></p>

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	<ul style="list-style-type: none"> <li>o RI: Happy to pick up conversation on placement routes. Jobs being competed for locally and nationally.</li> <li>o IC: Lot of money given to ESF projects. The challenge is to get engagement on referrals and knowledge between sectors. Mental Health a big issue with employees wanting to fund or move roles.</li> <li>o FB: Challenge to ESB members – speak to each other, share those vacancies with providers and colleges!</li> </ul>	
5.	<p><b>Corporate Parenting</b>  <i>Mari Eggins (CEO Carefree) and David Roose (Head of Children in Care and Care Leavers)</i></p> <ul style="list-style-type: none"> <li>• Attending today to ask how CloS LEP ESB can support Cornwall's Corporate Parenting Board to enable businesses in CloS to understand why it makes ethical and economic sense to support children in care and care leavers and to work with Cornwall's Corporate Parenting Board to encourage businesses to support care leavers – for example, through prioritising this cohort for work experience and apprenticeships.</li> <li>• There are almost 500 children and young people in and leaving care in Cornwall at any one time. Cornwall Council and its statutory partners are the Corporate Parent to children in care and care leavers and businesses can help by acting as Corporate Aunties and Uncles to achieve better outcomes for those children in care or leaving care.</li> <li>• <a href="#">The Children and Social Care Bill 2017</a> published by the DFE sets out what it expects from a local authority to be a good corporate parent.</li> <li>• Cornwall Council's Children Services have been rated outstanding by OFSTED and data has shown that most young care leavers want to learn an actual trade.</li> <li>• SS: Embedding this into the Employment and Skills Strategy is a good starting point and then into all contracting and commissioning to support wider employment.</li> </ul>	
5.	<p><b>Housing/Transport Update</b></p> <ul style="list-style-type: none"> <li>• SS: since last meeting more activity underway specifically with Economic Intelligence Lead working on a Resident and Business Survey using DfE Funding to better understand barriers and pull together baseline evidence.</li> </ul>	

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	<p>ESB members are reminded that Economic Growth and LEP sit within the wider directorate of Economic Growth and Development (which also includes Planning, Housing and Transport) so looking at a wider directorate action plan.</p> <p><b>Housing</b></p> <ul style="list-style-type: none"> <li>• This has been a massive crisis for last 20 years and now exacerbated by COVID pandemic.</li> <li>• Would be a good opportunity to ask a Cornwall Council Housing representative to attend and present to a future ESB to explain what plans are in place and how ESB can help with wider lobbying. <b>Action 2: SS to liaise with Housing to ask for a representative to present to a future ESB.</b></li> <li>• A “think piece” for MPs to be pulled together so they can better understand local issues and an ask on how they can support.</li> <li>• JG: This issue is not just restricted to people on low incomes, professional people are also struggling to find housing. Need an innovative and creative solution as having impact across all sectors.</li> </ul> <p><b>Transport</b></p> <ul style="list-style-type: none"> <li>• Task and Finish Group set up under the PA1 Group. Are currently developing a comprehensive survey for employers and individuals, will be shared with ESB when available. Data from survey could help influence any bids going forward.</li> </ul>	SS
6.	<p><b>Community Renewal Fund update</b></p> <ul style="list-style-type: none"> <li>• Open Call process ended on 7 May 2021.</li> <li>• 30 applications received totalling £20m, this is for a £3m pot.</li> <li>• Now compiling a shortlist package for submission on 18 June 2021.</li> <li>• Final approval process should be completed by end of July and will share final list with ESB when appropriate.</li> </ul>	
7.	<b>Any other business</b>	

Minutes	Action
<ul style="list-style-type: none"> <li>• RI: Launching an internship project in September focusing on wider participation groups (ie Care Leavers, Disabled etc).</li> <li>• CP: LEP Directors were invited to a tour of the Virgin Orbit LauncherOne Rocket at the Aerohub. Spaceport Cornwall have now appointed <a href="#">David Pollard</a> as their Education and Outreach Officer.</li> <li>• RI: Falmouth University commissioned an independent report to assess the institution's contribution to Cornwall and the wider UK economy. The report can be accessed <a href="#">here</a>.</li> <li>• FB: now working with <a href="#">Case UK</a> which is fully funded mental health support for individuals in work in Cornwall. Employers can refer employees or employed individuals can self refer. <a href="mailto:Sharon.Jones@case-uk.co.uk">Sharon.Jones@case-uk.co.uk</a> will happily chat to anyone who's interested in what they can offer employers and employed individuals.</li> </ul>	
<p><b>Date of next meetings:</b></p> <ul style="list-style-type: none"> <li>• 14 July 12noon to 1pm (<i>Informal with Creative focus</i>)</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 16 June 2021</b></p> <ol style="list-style-type: none"> <li>1. SS to liaise with Head of LEP Commissioning on the possibility of commissioning some work on the tax loss etc.</li> <li>2. SS to liaise with Housing to ask for a representative to present to a future ESB.</li> </ol>	<p style="text-align: right;"><b>SS</b></p> <p style="text-align: right;"><b>SS</b></p>

Meeting finished at 1600