



Minutes

Meeting Title:	CloS LEP Employment and Skills Board	
Date:	22 April 2021	
Time:	2pm to 4:30pm	
Location:	Via MS Teams	
Chaired by:	Frances Brennan	
Membership:	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)
Observers:	David Krohn (DK)	Steve Harries (SH)
In attendance:	Caroline Childs, Careers Hub Lead Rachel Delourme, Senior Officer 11-25 Pathways Stephen Mariadas, SW Institute of Technology Steve Jermy, CloS LEP Non Executive Director	
Supported by:	Debbie Osborne, LEP Executive Team	

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1.	Welcome and Apologies <ul style="list-style-type: none"> Chair welcomed everyone to meeting. Apologies received from Adrienne Murphy, Eric Nicholls, 	

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	<p>Andrew Finley, Phil Mason, Meredith Teasdale, Glenn Caplin-Grey and Nicky Hector.</p> <p>Chairs Update</p> <ul style="list-style-type: none"> • PA1 and PA2 Group meetings yesterday, members being providers delivering ESF projects. • Rural and Transport Task and Finish Groups now in place with discussion currently taking place over a Young Person Provision Task and Finish Group. 	
2.	<p>Employment and Skills Board 10 February 2021</p> <ul style="list-style-type: none"> • Minutes from 10 February 2021 were agreed as a true and accurate record. <p>Actions from 10 February</p> <ol style="list-style-type: none"> 1. People and Prosperity Team to prepare a proposition to DfE to pilot Local Skills Improvement Plans in CloS Region. Prospectus launched this week but LEPs/SAPs are not eligible to be lead so meeting with colleges to look at a way forward. Will keep Board updated. 2. LEP Executive to share latest Kickstart programme summary as of 8 February. Circulated with 10 February minutes. 	
3.	<p>Revised ESB Terms of Reference</p> <ul style="list-style-type: none"> • The LEP has been contacted by Sophie Hosking Cornwall Council Strategic Director (Neighbourhoods) who is Chair of the Safeguarding Steering Group and Corporate Safeguarding lead for Cornwall Council. Cornwall Council requires all partnerships affiliated to the Council to recognise their ability to influence and lead a culture of accountability and compliance for good safeguarding practices and has written to the LEP to seek assurance that we will make a formal commitment to safeguarding by including a safeguarding statement as part of all Terms of Reference's etc. The LEP Executive are looking into this and will take a report to the LEPs Audit and Assurance Committee in the first instance with any proposed amendments to the Assurance Framework or formal Sub Group Terms of References, before seeking formal LEP Board approval. • There is further information on safeguarding on the 	

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	Cornwall Council website .	
4.	<p>Progress Reports</p> <p>Employment and Skills With apologies for no written update below are some highlights:</p> <ul style="list-style-type: none"> • Local Skills Report: Following the presentation at the last Employment and Skills Board the Local Skills Report has now been finalised and published on the LEP website. Will be referenced as a key information document for the FE White Paper and the Trailblazer project. Further £75k from DfE now confirmed for SAP along with MOU. Will be spent on skills deep dives. • Digital Skills Partnership: Further £75k from DCMS now confirmed for operations which is on top of the Cornwall Council allocation. DSP Coordinator and Communications & Engagement Officer now recruited. • ESF Evaluation: £132m allocation now allocated and contracted. • Mid Life MOT: Briefing note previously circulated to members. Although project has a short timeframe it is an important project for CloS given its older demographic. The survey for “individuals” had 270 surveys returned with data now being analysed. The “employer” survey wasn’t as popular with only 4 completing the Employer Age Survey. Board members encouraged to complete the Mid Life MOT Employer Survey. Workshops that were due to take place with Money and Pension Service cancelled due to low attendance but will be rearranged and shared with ESB members. Had low attendance at the Mid Life MOT Employer Engagement Event on 20 April with the minister unfortunately unable to attend but will share recording when available. <p>Digital Skills Partnership</p> <ul style="list-style-type: none"> • Working with members and Oxford Innovation on digital transformation projects. • Working with Screen Cornwall on Work Experience project videos. • Green Power project working with primary and secondary 	

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	<p>schools on green cars. Looking to work with private sector so any volunteers that wish to help support would be welcomed. Pilot project running in Scotland.</p> <ul style="list-style-type: none"> Working with Cornwall Museums Partnership on heritage and innovation projects and linking in with the virtual Coastal Timetripping launch event on 12 May. TECgirls are excited to announce the launch of the Great Green Hack Week. The hack week is a 3-day virtual event taking place from 1 to 3 June 2021 and is open to all primary school age kids in Cornwall. Also teamed up with Cornwall Plastic Pollution Coalition to focus specifically on the plastic waste problem created by the fishing industry. Working with Software Cornwall on Digital Clusters project. 3 key areas of focus going forward; DSP Vision for next 3 years; Digital Inclusion; the growing skills gap (with a communications campaign to promote that “Cornwall is hiring” to those jobs that are available. CH: Monthly reports being given to DCMS and will be starting the newsletter again so members will be invited to subscribe. Action 1: CH/CG to provide a written DSP Update for circulation to ESB/PA1 and PA2 members. 	CH/CG
5.	<p>Members Sector Update</p> <ul style="list-style-type: none"> All members gave verbal highlight updates on their respective sectors. There were some concerns raised by various sectors regarding housing affordability and availability. ESB to note. Action 2: If any members wish for further detailed updates be circulated then please provide to LEP Executive for inclusion and circulation with the minutes. 	ALL
6.	<p>Data Driven approaches to post 16 progression</p> <p>Problem 1 – Careers Leaders often lack time and/or influence</p> <ul style="list-style-type: none"> Our Careers Leaders are better at better at delivering than leading. This is evidenced by our progress in the Gatsby Benchmarks of good practice in Career Guidance. In general schools and colleges have made better progress in benchmarks 5-8 which focus on delivering activity than 1- 	

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<p>4 which require leadership skills, influencing and managing relationships with stakeholders. Anecdotal feedback from the Careers and Enterprise Company indicates that Careers Leaders in Cornwall have access to less time and resource than their counterparts in other areas of the country. The Careers Hub team have undertaken interventions in order to drive positive change in this respect including:</p> <ul style="list-style-type: none"> ○ Strong roll out of Careers Leader training programmes ○ Resource Development ○ Coaching sessions using Enterprise Advisers where possible <p>Problem 2 – Inclusion and Diversity; supporting the progress of the disadvantaged.</p> <ul style="list-style-type: none"> • Careers Leaders report that their actions are not having a desired impact on some of the most disadvantaged students and are keen to establish ways to change this. For example, currently there is no consistent expectation that students in Alternative Provision Academies will regularly engage with employers or undertake work experience. Sourcing employers whose approach resonates with students in alternative provision settings can be a challenge. Careers Hub have directed significant resource to working with Special Educational Needs and Alternative Provision Settings. Some progress is being made; mainstream Schools that are eligible have widely upgraded to the Compass+ system that tracks careers interventions across all students in a cohort meaning that delivery is not focused on the most engaged/able. We also have an opportunity to bid for some funding that we hope will help to drive progress and outcomes for students in disadvantaged students. <p>Problem 3 – Ensuring leadership and Providing Equality of Opportunity through the tracking of progression (destinations data)</p> <ul style="list-style-type: none"> • The two problems above combine in our third problem in that CloS Careers Hub has the lowest rates of gathering and analysing student progression data in the country. 	

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<p>Gathering this data helps a Careers Leader to evaluate their careers programme and make improvements and ensure positive progress for all students; especially those who face significant disadvantage. As a result the Careers Hub team have sought answers in a number of ways and are keen to have dialogue with stakeholders in education and the local authority to find a realistic way forward. We recognise that gathering destinations data is important for business sectors in understanding their talent pipeline and would welcome their input too.</p> <p>Perspective</p> <ul style="list-style-type: none"> • Businesses report that they need help and support in order to engage effectively with schools and colleges; especially in relation to making direct links between the curriculum and careers. Organisations that took part in December’s virtual work experience pilot reported that students from outside of Cornwall had received a much wider range of engagement opportunities than those based within the LEP area. The careers hub recognise the need to divert resource to businesses; to date much of the staff time and energy has been directed at working with Careers leaders in Education. • Any way that ESB Members can assist would be very helpful. 	
<p>7. Community Renewal Fund</p> <ul style="list-style-type: none"> • Community Renewal Fund launched an open call on 6 April with a deadline of midnight on 7 May. This will be a pre cursor to the Shared Prosperity Fund which will replace ESF. £220m national pot with Cornwall eligible for £3m as allocated in Priority 1 Group. • Will be a range of opportunities but mainly will need to be revenue based. • Given that Cornwall Council is lead this will cause some issues with the People and Prosperity Team not being able to support as will be conflicted. Cornwall Development Company have been appointed to give technical advice on applications. • Once appraisal and due diligence completed a shortlist 	

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	<p>will be sent to Government by 18 June with those that have been successful being notified by end of July. Funding agreements will then be put in place for £500k per project which will need to be spent by March 2022.</p>	
8.	<p>Any other business</p> <p>SW Institute of Technology <i>(Steve Mariadas stephen.mariadas@swiot.ac.uk)</i> <i>(Steve Jermy steve.jermy@wavehub.co.uk)</i></p> <ul style="list-style-type: none"> • Collaboration between FE Colleges and 2 Universities. • Truro facility opening soon on the Truro and Penwith College campus site. • DfE Initiatives want to look at changing the provider approach. FE, HE and employers working together to design, build and deliver higher technical skills. • 4 funding pots available: Emerging Skills; Adults in Work Skills Pilot; Higher Technical Growth Fund; Strategic Development Fund. Looking to submit as many bids as possible with the first 3 being exclusive to IoTs and the 4th one being open to wider community but needs to be employer led not LEPs. Wating for more detail. • SJ: Delivering phase 3 of the FLOW strategy with a pipeline of projects including the sale of Wave Hub. Strength in Places Fund bid being developed with a decision known by end of April. More skills training and support in sector to include fishing and marine. • FB: Need to maximise the IoT opportunity and links with ESB and FLOW. • MD: Following the presentation at the Cornwall Manufacturers Group last week felt it important that it was presented to ESB to ensure all aligned ie FLOW, Fishing and Marine. Potential for this to be a separate workstream in the future. Having ESB's input into any bids will be helpful. Action 3: Agreed that members of the ESB with proposals and ideas meet separately with Stephen Mariadas to discuss future opportunities for IoT. Interested Members to contact Stephen to arrange. 	ALL
	<p>Date of next meetings:</p> <ul style="list-style-type: none"> • 16 June 2pm to 4:30pm • 13 October 2pm to 4:30pm 	

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<ul style="list-style-type: none"> • 8 December 2pm to 4:30pm <p><i>Please note that the ESB are currently meeting virtually (via Microsoft Teams).</i></p>	
<p>Actions from today's meeting 22 April 2021</p> <ol style="list-style-type: none"> 1. CH/CG to provide a written DSP Update for circulation to ESB/PA1 and PA2 members. 2. If any members wish for further detailed updates be circulated then please provide to LEP Executive for inclusion and circulation with the minutes. 3. Agreed that members of the ESB with proposals and ideas meet separately with Stephen Mariadas to discuss future opportunities for IoT. Interested Members to contact Stephen to arrange. 	<p style="text-align: center;">CH/CG</p> <p style="text-align: center;">ALL</p> <p style="text-align: center;">ALL</p>

Meeting finished at 1625