



# Minutes

<b>Meeting Title:</b>	CloS LEP Employment and Skills Board	
<b>Date:</b>	7 December 2022	
<b>Time:</b>	2pm to 4:30pm	
<b>Location:</b>	Via MS Teams	
<b>Chaired by:</b>	Frances Brennan	
<b>Attending Members:</b>	Frances Brennan (Chair) (FB) Clare Parnell (Vice Chair) (CP) Andrew Finley (AF) Ian Curnow (IC) Rob Ingram (RI) Emma Stratton (ES) Alex Lingard (AL)	Stuart Roden (SR) James Neale (JN) John Evans (JE) Julie Gripton (JG) Meredith Teasdale (MT) Chris Mann (CM) Eric Nicholls (EN)
<b>Attending Officers:</b>	Cathie Kessell (CK) Laura Herbert (LH) Clare Harris (CH)	Stacey Sleeman (SS) Jo Evans (JE) Chloe Rickard (CR)
<b>Observers:</b>		
<b>In attendance:</b>	Naomi Clayton Deputy Director of Research & Development (Learning & Work Institute) Jason Williams Digital Manager (Cornwall Council Digital Inclusion Team) Mark Williams (For Paul Wickes)	
<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, Kate Swain, Caitlin Gould, Sarah Newham, Mark Duddridge, Emily Kent, Richard Lake and Kate Evan-Hughes.</li> </ul>	
2.	<b>Employment and Skills Board 12 October 2022</b> <ul style="list-style-type: none"> <li>Minutes from 12 October 2022 were agreed as a true and accurate record</li> <li>All actions completed or on today's agenda.</li> </ul>	

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	<p><b>Chairs Update</b></p> <ul style="list-style-type: none"> <li>• A lot happening at the moment. County Deal/Devolution progressing but clarity still required on LEP and ESB governance. There will probably still be a requirement for the ESB function or something similar to continue to ensure the business voice is still heard. SS: Should County Deal be successful there will be an increased focus on skills. Once the LEP has been integrated it will be Local Authority led but will remain.</li> <li>• FB would like to record thanks to all current ESB members and co-opts for input over the last 12 months. To confirm the 3 current co-optees have agreed to a further term and we will be looking to review and refresh the main Board membership during 2023.</li> </ul>	
3.	<p><b>Progress Reports</b></p> <ul style="list-style-type: none"> <li>• Employment and Skills/Digital Skills Partnership reports to be taken as read but key highlights as below: <ul style="list-style-type: none"> <li>○ <b>ESF:</b> currently Amber due to trying to get back on track and spend post pandemic.</li> <li>○ <b>SPF Good Growth:</b> Following the ministerial <a href="#">announcement</a> on Monday all SPF Investment Plans have now been signed off and approved with CloS being given the second largest allocation in UK. Programme started at risk but can now start contracting. Following a recruitment drive, the Good Growth Team are now fully in place with Strategy and Implementation Team working with the Economic Prosperity Board and Prosperity Advisory Panel and will frame activity specifications based on the Investment Plan and the Fund Management Team managing the contracting, appraisal, monitoring and evaluation. Multiply has been signed off and contracts have now been issued with the focus now being moved to what is taken to Government for Year 2. Will be very clear on strategic intention in specifications to give all applicants a better understanding. All opportunities will be published on the <a href="#">Good Growth</a> website.</li> </ul> </li> </ul>	
4.	<p><b>CloS Local Skills Improvement Plan</b></p> <ul style="list-style-type: none"> <li>• Following the brief overview given at the last ESB it was requested that a full presentation be given at the December meeting, unfortunately Ann Vandermeulen was unable to attend so SS provided an update.</li> <li>• As a central element of the new Skills and Post-16 Education Act 2022, the Local Skills Improvement Plan (LSIP) requires a</li> </ul>	

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	<p>detailed assessment of employer skills demand and an evidenced, actionable plan to better meet those needs. The Department for Education selected FSB to drive this employer led initiative across Cornwall and Isles of Scilly.</p> <ul style="list-style-type: none"> <li>• Delivery Plan has now been signed off by DoE and the final report will need to be presented to Government in May 2023.</li> <li>• Keen to make sure that FSB aware of all skills data that ESB has commissioned, and a directory is currently being pulled together.</li> <li>• LSIP will help support the next round of deep dives.</li> <li>• CH: Spoken with various sector representatives and is pulling together some anecdotal data for future skills requirements. If any members have any data they feel would be useful then please forward on <a href="mailto:clare.harris@cornwall.gov.uk">clare.harris@cornwall.gov.uk</a>.</li> <li>• RI: Working with the Cornwall Chamber of Commerce on their Skills Survey and would be happy to feedback on that survey to FSB.</li> <li>• <b>Cornwall and Isles of Scilly LSIP Training Skills Provider 13 December:</b> Following our appointment by the Department of Education, FSB in Cornwall and Isles of Scilly are commencing research for the Local Skills Improvement Plan (LSIP) and we are inviting all training and skills providers to play a part. We want to know about what you are currently seeing and what will make things better to deliver skills training to meet the needs of employers and employees in our key sectors. We will also be looking at cross cutting themes across all sectors and how we get our workforce truly work ready. You are in the thick of it and we can't do this successfully without YOU! For more information and to register please click <a href="#">here</a>.</li> <li>• <b>Cornwall and Isles of Scilly LSIP Launch 14 December:</b> Join us for this special online launch event to find out more about the LSIP, hear from the people leading the project, and crucially how all employers, providers and stakeholders can get involved in the near future. That probably means YOU, so please do join us. It's free and as it's online you can join us from wherever you are! For more information and to register please click <a href="#">here</a>.</li> </ul>	
5.	<p><b>Reaching Full Employment: Widening Access to Opportunity in CloS</b> (Naomi Clayton Deputy Director of Research &amp; Development)</p> <ul style="list-style-type: none"> <li>• <a href="#">Learning and Work Institute</a> is an independent policy, research and development organisation dedicated to lifelong learning, full employment and inclusion. They research what works, influence policy, develop new ways of thinking, and help</li> </ul>	

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	<p>implement new approaches.</p> <ul style="list-style-type: none"> <li>• Naomi then presented an overview of what is happening in the UK's labour market. Highlights include: <ul style="list-style-type: none"> <li>○ Furlough saved jobs but recovery has been weaker;</li> <li>○ Unemployment is lower than pre pandemic but workforce growth has slowed driven by rising long term sickness, a sharp rise in mental health conditions and older people leaving the workforce;</li> <li>○ Over a million fewer people in labour market due to people becoming inactive; long term sick, carers, discouraged, students. 21% of people now economically inactive;</li> <li>○ More people retiring with a 10% increase in those choosing to retire early (50 to 64);</li> <li>○ The UK aims to have an 80% employment rate by 2035. Would need to narrow and close employment gaps to allow that. How? Extend employment support; Better join up work, health &amp; employer support; and Support employer practice.</li> </ul> </li> <li>• FB: There are a number of people with long term health conditions that are exacerbated by long NHS waiting lists.</li> <li>• RI: Closing the productivity gap could plug the requirements that employers need. NC: if we could better match people and skills that would help productivity. The challenges are investment into employment and skills. This would address labour shortages, longer term growth and productivity.</li> <li>• RI: Immigration has changed a lot so is this factored into any research: NC: Migration Policies have changed but part of the challenge is that some industries are reliant on international employees.</li> <li>• IC: DWP boundaries doesn't help with the support that is required within the voluntary sector forum. We need to make sure what want to do is achievable especially in relation to SPF and other funding streams.</li> <li>• FB: We need to work with employers to change recruitment practices. More flexible working to help changes in lifestyle. What can the ESB do to help those businesses make those changes? NC: there is a sharp divide in what flexible options are available depending on salary.</li> <li>• <b>Action 1: DO to share copy of Learning and Work Institute presentation and share Naomi's contact details <a href="mailto:naomi.clayton@learningandwork.org.uk">naomi.clayton@learningandwork.org.uk</a>.</b></li> </ul>	DO
6.	<p><b>Digital Future Academy</b></p> <ul style="list-style-type: none"> <li>• Cornwall Council's <a href="#">Digital Future Strategy</a> describes our role in</li> </ul>	

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<p>a digital future for Cornwall and an empowering and enterprising Council. It will:</p> <ul style="list-style-type: none"> <li>○ Deliver digitally enabled services that add value to the community and enable the Council to deliver higher quality outcomes at a lower cost</li> <li>○ Make sure the Council has the skills and digital leadership needed to take full advantage of changing expectations and ways of working</li> <li>○ Build the technology the Council need to make that a reality</li> </ul> <ul style="list-style-type: none"> <li>● A key part of the strategy is establishing an “Innovation Academy” which: <i>“... acts as a space that brings together public sector, private enterprise, and education to develop digital skills and foster a culture of innovation. Helping to raise the aspirations of a future workforce in the future of digital careers in Cornwall.”</i></li> <li>● Colleagues from the Workforce Development &amp; Economy and Skills teams have been working to develop this concept under the banner of ‘Digital Future Academy’ which aims to support the development of skills and careers, and provide the skills, capability and innovation that underpin digital transformation.</li> <li>● Working with Cornwall Council’s Digital Inclusion Team this is a really exciting opportunity to provide opportunities for training, skills, and employment to every resident and business in Cornwall. And if done right will allow people to earn better salaries, apply for more roles and opportunities.</li> <li>● MT: Ensure a continued approach to “people” the reaches down to all education providers. Where do young people fit into this academy? They are the future so important to have their input.</li> <li>● SS: Important to tech sector and wider labour market. We are looking at expanding and continuing the Digital Skills Partnership (DSP) beyond the current DCMS remit. The Digital Academy will bring together all digital skills in a one stop shop provision to deliver and champion digital skills.</li> <li>● CR: Keen to know views of all partners.</li> <li>● JG: Utilise college and university resources, in health we need digitally agile employees so it’s a case of getting people prepared and being innovative.</li> <li>● JW: <a href="#">Digital Inclusion Strategy for Cornwall and the Isles of Scilly 2019 – 2023</a> Vision is <i>“a place where Cornwall and the Isles of Scilly residents and organisations understand the benefits of digital, feel safe and confident online and are supported to</i></li> </ul>	

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	<p><i>develop their skills and thrive in an increasingly digital world</i>". A digital champion framework is in place with over 40 partners. A lending library which provides laptops and access to WiFi has been established which works with a wide range of demographic and has supported over 1000 people. So, the support mechanism is in place but it's how its fed into the Digital Academy.</p> <ul style="list-style-type: none"> <li>• FB: need to make sure all ages are included and also working with micro businesses to grow and improve productivity. Important to meet with sector representative to get those sectoral views.</li> <li>• CP: Engaging with networks that are sometimes misguided when it comes to where recruitment opportunities can be and are promoted.</li> <li>• SS: Over last few years several pieces of work have been commissioned that are now coming to fruition and picking up pace. Thanks to Members that have inputted to this work as positive things are now being achieved.</li> <li>• <b>Action 2: DO to share copy of Digital Future Academy presentation.</b></li> </ul>	DO
8.	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>• EN: CMG Academy progressing well working with The Cornwall College Group and recently won a Southern Area Award winner, with the national finals taking place in January.</li> <li>• SS: Careers Hub have been awarded additional funding for primary school activity and will be 1 of 4 across the country with 75 schools taking part in the pilot. More information will be shared once formalised.</li> <li>• CH: Cornwall NHS and Cornwall and Isles of Scilly Integrated Care System Partnership, working in partnership with Cornwall Council Economic Growth Service and Public Health have secured funding from NHS England to jointly develop a local system work and health strategy and partnership. A stakeholder workshop is being held on 14 December. <b>Action 3: DO to share copy of local system work and health strategy briefing note.</b></li> <li>• RI: Along with celebrating 100 years, University of Falmouth have just launched a refresh of the <a href="#">2030 Strategy</a>.</li> <li>• FB: if any members have any recruitment challenges that need to go to the Supply Group then please let me know.</li> </ul>	DO
	<p><b>Date of next meetings:</b></p> <ul style="list-style-type: none"> <li>• 8 February 2pm to 4:30pm</li> </ul>	

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<p><b>Actions</b></p> <ol style="list-style-type: none"> <li>1. DO to share copy of Learning and Work Institute presentation and share Naomi's contact details <a href="mailto:naomi.clayton@learningandwork.org.uk">naomi.clayton@learningandwork.org.uk</a>.</li> <li>2. DO to share copy of Digital Future Academy presentation.</li> <li>3. DO to share copy of local system work and health strategy briefing note.</li> </ol>	<p style="text-align: center;"><b>DO</b></p> <p style="text-align: center;"><b>DO</b></p> <p style="text-align: center;"><b>DO</b></p>

Meeting finished at 3.50pm

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