**CHESHIRE AND WARRINGTON LEP**

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 13 JUNE 2017**

A list of those who attended the meeting and apologies received are at **Annex A**.

**1. WELCOME AND INTRODUCTIONS**

Clare Hayward welcomed members of the Board to the meeting. Clare noted the apologies received – Annex A.

**2. DECLARATIONS OF INTEREST**

Dame Pat Bacon had previously asked the Board to note that her husband chairs the Crewe Pledge.

Jenny Clucas had previously asked the Board to note that Cogent Skills are sub-contractors to Calderdale College and partners with the Career Enterprise Company.

**3. MINUTES OF THE LAST MEETING AND FOLLOW UP ACTIONS**

The minutes of the last meeting were agreed.

Clare Hayward noted that most actions from the previous meeting were included in the agenda. On agenda item 9.3 Clare asked Pat to send a link to the short videos on the benefits of apprenticeships – **ACTION**. The following is the link to the videos - they should be accessible from the link this evening, https://www.youtube.com/channel/UC7DGLjZRNaUrZrbxoEZ2cGQ

**4. ROLE AND REMIT OF SKILLS AND GROWTH COMPANY**

Julian Cobley presented a set of slides on the role of the Skills and Growth Company. During the presentation, Julian highlighted the fantastic set of assets/ingredients for success based within Cheshire East.

**5. SKILLS AND EDUCATION PRIORITIES FOR BUSINESS GROWTH AND EMPLOYMENT**

Pat Jackson presented a slide that summarised the current skills and education priorities for action that the Employers’ Skills and Education Board had developed to date.

In discussion, it was agreed that the slide needed to include a stronger reference to the importance of collaboration between employers and between training providers. The need for more collaboration and joint working was a key issue that had emerged from the workshop held earlier in the day to develop the concept of an Institute of Technology.

6. **PROGRESS REPORT ON PLANS TO DEVELOP THE SKILLS PLEDGE AND A COMMUNICATIONS HUB AS THE BASIS FOR A PROGRAMME OF ACTIONS DESIGNED TO PUT EMPLOYERS AT THE HEART OF INSPIRING, INFORMING AND COMMUNICATING** **TO YOUNG PEOPLE AND THEIR PARENTS/TEACHERS ABOUT NEW TECHNOLOGIES, CAREER OPPORTUNITIES AND PROGRESSION PATHWAYS**

Paul Colman and Trevor Langston tabled their current draft business plan and outlined the key aspects of the plan.

In discussion, the following points were made and actions agreed:

* Claire Hayward asked Pat Jackson to circulate the note of the meeting held recently to discuss the development of a communication hub - **ACTION**.
* Paul and Trevor explained that they were already developing material that could go into the hub – for example, short videos of events that were being held by the Pledges.
* Members agreed that it would be important for contributors to the hub to be able to update their own material and to have the facility to post job opportunities.
* Trevor explained that he was in the process of developing a survey to ask employers about the information they want to be included within the communications hub. Trevor agreed to circulate the draft questionnaire for comments by the Employers Skills and Education Board – **ACTION.**
* It was also agreed that members of the Employers Skills and Education Board would send the questionnaire to their business contacts and encourage them to complete the form - **ACTION.**
* Board members asked Paul and Trevor to describe in the business plan what success would look like in the short and longer term and to identify the Pledge activities that had achieved most impact. These should be prioritised within the business plan – **ACTION.** It was suggested that the Pledge might consider using the measures of success developed by Unilever as this organisation’s work with schools and young people had been identified as an example of good practice -**ACTION.**
* Board members also asked Paul and Trevor to focus activities around key priority sectors – as identified in the Strategic Economic Plan – **ACTION.** It was noted that it was also important to draw intelligence from businesses about key skills gaps.
* Members were invited to review the business plan and feed-back comments to Paul and Trevor as soon as possible - **ACTION**
* Paul and Trevor would prepare a final version of the business plan for the next meeting of the Employers Skills and Education Board on 18 July – **ACTON.**

 7. **INSTITUTES OF TECHNOLOGY – FEEDBACK FROM WORKSHOP**

Lynne Williams reported the key findings from the workshop held earlier in the day to develop the

concept of an Institute of Technology.

Lynne explained that the workshop had involved equal numbers of employers and public sector

partners. They had focused on a number of key questions:

* Do we need an Institute of Technology in Cheshire and Warrington?
* What form should the Institute of Technology take?
* What outputs/measures of success should we adopt?
* How best to involve the employers in an Institute of Technology so that it is truly employer led?
* Can we get CEO buy-in?

Everyone attending the workshop agreed that the concept needed further consideration and should be considered as an opportunity to do something different with a strong focus on transfer of knowledge and developing a sustainable business model – possibly with an imaginative use of the apprenticeship levy. The institute should not be a new build or focus on sorting out problems of the past but it was critical that employers should be at the heart of the development plans and should work towards establishing a centre of excellence in Cheshire and Warrington.

The notes from the workshop would be shared with members of the Employers Skills and Education Board and further work would be undertaken towards developing a sustainable business model **-ACTION.**

**8. REVIEW OF ESF SKILLS PROJECTS**

Meredydd David reported back on the outcome of the meeting that he had chaired on behalf of the

employers Skills and Education Board. Meredydd noted that the feedback from the meeting had

been very positive with the projects welcoming the opportunity to share best practice and to explore

opportunities for closer working. Meredydd also noted the general concern around the level of

overlap and duplication of effort and the extent to which there is now more provision than needed.

As an immediate follow up a meeting had been arranged to explore the scope for using ESF to

support the growing numbers of students that are in danger of becoming NEET as a result of mental

health issues.

It was agreed that in September the ESF projects would be asked to update the summary report

circulated and Meredydd would convene a follow up meeting in September to review

progress. **ACTION.** A meeting has been arranged for 19 June.

**9. ESF FUTURE BIDDING ROUND**

Mark Livesey tabled a paper that outlined the key priority areas for future ESF funded projects and

highlighted the opportunity to reshape the next bidding round to ensure future use of ESF focused

on the priorities identified by the Employers Skills and Education Board.

In discussion members stressed the importance of keeping the text flexible enough to allow projects

to respond to changes in economic circumstances.

Members of the Employers Skills and Education Board were asked to review the document that had

been tabled and send comments/revisions to Pat Jackson by 27 June. **ACTION**

**10. AOB**

There was no any other business.

**11. DATE OF NEXT MEETING**

Next meeting is on Tuesday 18 July 2017 09.30 to 11.30hrs - venue to be confirmed.

Further dates to be proposed by Pat Jackson **ACTION**. Future topics to include refresh of Strategic

Economic Plan, Transport and Housing Strategies) and review of membership of the Employers Skills

and Education Board.

ANNEX A

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 3 MAY 2017**

Attended by:-

* Clare Hayward (Chair)
* Lynne Williams (Bentley)
* Jim Carroll (Mobica)
* Dame Pat Bacon (Health Sector)
* James Richards (Network Rail)
* Paul Colman (South Cheshire College)
* Jo Tipa (Nuclear Skills Academy)
* Karen McKean (Cheshire and Warrington Growth Hub)
* Jenny Clucas (Cogent Skills)
* Steve Collier (Bentley Motors)
* Trevor Langston (South Cheshire Chamber)
* Julian Cobley (Skills and Growth Company) – for first 30 minutes of meeting
* Mark Livesey (LEP)
* Pat Jackson

**Apologies**

* Neil Warren (Jungheinrich)
* Meredydd David (Reaseheath College)
* Mark Roach (Grosvenor)
* Eilis Rattigan (Waters)
* Christine Lowery/Niki Ball (Q Hotels)
* Paul Taylor (Taylor Business Park)
* Jane Ingram Halifax/Lloyds Banking Group)