

South East LEP Skills Advisory Group Meeting

21st February 2017
High House Production Park

Minutes and Actions

Attending

Louise Aitken (LA), South East LEP
Holly Aquilina (HA), East Sussex CC (sent comments through in advance)
Caroline Betts (CB), Essex County Council
Allan Baille (AB), Kent County Council
Tiffany Bright (TB), Thurrock Council, attending for Michele Lucas
Lindsay Collins (LC), Kent Association of Training Organisations
Martin Hall (MH), Medway Council
David Kreyling (Essex Provider Network, attending for Carol Anson-Higgs)
Paul Mitchell (PM) Sussex Council of Training Providers
Angela O'Donoghue (AoD), South Essex College
Ann Potterton (AP), Sussex Council of Training Providers
Graham Razey (GR), Canterbury and East Kent College (**CHAIR**)

External speakers

Graham Clarke, STUK (ESF SFA numeracy, basic skills, apprenticeships)
Chris Gledhill (PDMS, online tool demo)
Richard Graham (PDMS, online tool demo)
Nick Holbrook-Sutcliffe (ESF SFA digital skills)
Jane Murray, Ixion (ESF SFA Higher level skills programme)
James Preston, Reed in Partnership (ESF DWP Work Routes Programme)

Apologies

Carol Anson-Higgs, Essex Provider Network
Peter Cook, Essex County Council
Simon Cook, Mid Kent College
Brin Martin, Southend Council
Dan Shelly, Sussex Coast College

AGENDA ITEM / NOTES	ACTION/ PAPER
Minutes of last meeting (13th December 2016)	
Minutes were agreed by members (attached). All outstanding actions picked up through the meeting agenda and post meeting notes have been added where appropriate as attached.	 Skills Advisory Group SELEP 13-12 Minutes
SELEP Skills Strategy	
LA noted that the response to the Skills Strategy consultation had been very good and members were encouraged to continue to circulate the link which will	ACTION: LA to share Strategy information as it

<p>remain open for at least another month. http://www.southeastlep.com/skills/skills-survey</p> <p>Responses to date highlighted that employers, educators and individuals feel that the skills system is complex and confusing.</p> <p>As well as the consultation responses, the strategy will be accompanied by a LEP Skills Evidence Base which LA is beginning to draft. It will also feature a description of LEP Skills Capital investments. Supporting information and evidence is welcomed and LA will share drafts as they become available.</p> <p>LA confirmed that the strategy would take into account the government's industrial strategy and would also align with the forthcoming LEP Economic Plan refresh and related time frames. First drafts to be available in May / June for comment and with a final publish planned for September / October.</p>	<p>becomes available.</p> <p>ACTION: SAG members to input any supporting evidence and information for LEP Skills Evidence Base.</p>
<p>European Social Funding (ESF) Prime Contract Updates</p>	
<p>GR welcomed colleagues delivering ESF contracts in the SFA area and declared an interest with regard to the East Kent College contract (digital skills).</p> <p>LA noted that Big Lottery (BBO) contracts were due to be official announced in March (currently embargoed) and details would be circulated as soon as available. These will be added to an interactive map and Excel spreadsheet of all ESF projects which will be circulated when finalised.</p> <p>Members confirmed that providers had also attended or were due to attend local skills boards and training provider networks to ensure local alignment.</p> <p>LA confirmed that initial meetings had been held with LEP and local colleagues. The LEP's role is as a partner but ultimately the contract is overseen by the DWP and SFA. Regular reports of delivery will be produced and members can flag any issues or barriers on the ground to be reported to DWP and the SFA.</p> <ul style="list-style-type: none"> • DWP ESF Contract - Reed in Partnership, delivering Work Routes (to 2020) (James Preston) JP gave an overview of this project supporting unemployed adults into employment and running to 2020 – <i>presentation attached</i>. JP noted that the programme does start from age 16 but the main focus is on older cohorts given other contracts work specifically with younger people. • SFA ESF Contract - Ixion Holdings, delivering Higher Level skills (to July 2018) (Jane Murray) JM explained that their programme focused on supporting higher level skills (level 3 plus) for people in work, aligned to priority sectors. • SFA ESF Contract- Skills Training UK (STUK), delivering Improving numeracy, basic skills, enhancing apprenticeships (to July 2018) (Graham Clarke) JP gave an overview of the projects being run by STUK supporting apprenticeships and people in work with numeracy and literacy – <i>presentation attached</i>. 	<p>ACTION: LA to circulate details of Big Lottery ESF contracts when available.</p> <div style="text-align: center;">  DWP South East Stakeholder Presenta </div> <div style="text-align: center; margin-top: 20px;">  SELEP ESB - SSW and SSU contracts wii </div>

<p>LA noted that SEETEC have been awarded the contract for enhancing apprenticeships in Essex, Southend and Thurrock. They had provided an update to the Essex Employment and Skills Board the week before.</p> <ul style="list-style-type: none"> • SFA ESF Contract - Higher Digital Skills in the Workforce, East Kent College (to July 2018) (Nick Holbrook-Sutcliffe) <p>NHS explained that their programme will focus on IT technical skills for people in employment at level 3 aligned to priority sectors.</p> <p>Colleagues noted that the ambition was that all contracts worked together to ensure join up and cross referrals. <i>(Post meeting note - providers have already been in contact with each other to help ensure this).</i></p> <p>LA also flagged that all supply chain deliverers working with the prime contractors should be clear and consistent on the programme to avoid confusion. Colleagues noted that the Careers Enterprise Company (CEC) and National Careers Service should be informed about programmes. CB confirmed that she was ensuring links with the network in Essex. TF noted that the programmes could be included with the CEC toolkit which describes programmes relevant to schools.</p> <p>For future ESF, LA confirmed that there was soon to be a call published focused on supporting 15-24 year olds into education, employment or training. This will be published at https://www.gov.uk/european-structural-investment-funds. Remaining tenders will be published later this year, covering areas such as apprenticeships and higher level skills. The LEP Skills Advisory Group will input to priorities and it was agreed that it would be useful to dedicate a meeting to exploring this.</p> <p>LA confirmed that a request had been made to the DWP that any bids included evidenced support (such as a letter of support) from local Employment and Skills Boards and supply chains. <i>(Post meeting note – this was approved at the LEP’s European Structural and Investment Funds (ESIF) Committee on 27th February).</i></p>	<p>ACTION: Future SAG to focus on agreeing priorities for remaining ESF</p>
<p>Demo presentation of PDMS Employed (online tool)</p>	
<p>GR welcomed Richard Graham and Chris Gledhill who gave a demonstration of bespoke online tool developed in Scotland and for other LEP areas. PDMS Employed is an employer engagement platform that enables communities or organisations to provide employability and skills services through one central portal. This has application beyond employment and skills.</p> <p>Features of similar products include housing all information in one place, creating online CVs for individuals, job vacancies, careers advice and information.</p> <p>Colleagues agreed that such a tool could offer a suitable solution to the current confused and complex landscape and that it would be good to run a pilot in order to test the model. AB suggested that there may be potential to look at adult skills, which CB agreed was a priority for Essex also.</p> <p>Further information about PDMS is available at</p>	<p>ACTION: LA and colleagues to explore next steps for an online</p>

<p>https://www.pdmsemployed.com/</p> <p>(Post meeting note: <i>discussions have commenced with Thurrock Council further to some funding available for a similar project. This could be run as a pilot to share with members and then rolled out across the LEP).</i></p>	<p>tool with PDMS.</p>
<p>Date of next meeting</p>	
<p>25th April, 1.30pm, Medway Innovation Centre</p>	