

South East LEP Skills Advisory Group Meeting
22nd August, 11am-1.30pm
The Fitzrovia Room, Park Crescent Conference Centre
at International Students House*
229 Great Portland Street | London | W1W 5PN

AGENDA

TIME	ITEM / PAPER	LEAD	DECISION / ACTION
11.00am	Welcome and introductions	ALL	
11.05am	Minutes of last meeting (June)	Chair	All to comment & sign off minutes
11.15am	Welcome to Debbie Leach, HM Prison Regional Head of Learning and Skills <ul style="list-style-type: none"> • Current contract for training in prisons • Existing activity in Kent 	Debbie Leach / Chair	
11.25am	Proposal for utilisation of apprenticeship levy to drive economic growth	David Knox, Kent County Council	All to feedback on proposal
11.40am	SELEP Sector Support Fund for pan LEP projects	Louise Aitken	All to feedback on potential proposals
11.50am	ESFA Response letter to SELEP Regarding non Levy apprenticeship allocations	Louise Aitken / ALL	All to discuss letter
12.00pm	SELEP Skills Strategy, Evidence Base and consultation <ul style="list-style-type: none"> • Draft strategy for comment • Key areas of focus for SELEP going forward • Next steps and wider consultation 	Louise Aitken / ALL	All to feedback and discuss areas of focus going forward
13.25pm	AOB <ul style="list-style-type: none"> • ESF Workshop 12th September 	Louise Aitken / ALL	
1.30pm	Meeting close (date of next meeting 31 st October, venue TBC)		

* Park Crescent Conference Centre is located inside International Students House directly opposite Portland Street tube next to Pizza Express (Circle, Hammersmith, Metropolitan lines). It is also a 2-5 minute walk of Warren Street (Northern and Victoria Lines) and Regents Park (Bakerloo line). Euston and Kings Cross mainline stations are 10-15 minutes walk away.