

**South East LEP Skills Advisory Group Meeting**  
**31<sup>st</sup> October 2017, 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
1.30pm	Welcome and introductions	ALL	
1.35pm	Minutes of last meeting (August)	Chair	All to comment & sign off minutes
1.45pm	<b>Overview of LEP Growth Hubs</b> <i>Links to skills and ESF</i> <i>Alignment with Opportunity South East portal</i>	<b>Suzanne Bennett,</b> <b>SELEP lead for</b> <b>Growth Hubs</b>	
2.10pm	<b>SELEP Sector Support Fund for pan LEP projects</b> <i>Discussion regarding emerging project ideas</i>	All	All to feedback on potential proposals
2.35pm	<b>SELEP Skills Strategy, Evidence Base and consultation updated information</b> <ul style="list-style-type: none"> <li>• Sign off drafts for wider circulation</li> <li>• Emerging actions and focus</li> <li>• Alignment to the LEP Economic Plan</li> <li>• Next steps and timeframes</li> </ul>	Louise Aitken / ALL	
3.55pm	<b>AOB</b>	ALL	
4.00pm	<b>Meeting close (date of next meeting 12<sup>th</sup> December)</b>		

\* 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.