

**South East LEP Skills Advisory Group Meeting**

**Tuesday 8th May, 1.30pm**

**The Fitzrovia Room, Park Crescent Conference Centre
229 Great Portland Street | London | W1W 5PN**

**AGENDA**

|  |  |  |  |
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| **TIME** | **ITEM / PAPER** | **LEAD** | **DECISION / ACTION** |
| **1.30pm** | **Welcome and introductions** | **ALL** |  |
| **1.35pm** | **Minutes of last meeting (March)** | **Chair** | All to comment & sign off minutes |
| **1.45pm** | **Skills Strategy** Final draft and next steps | **Louise Aitken** | All to comment / approve |
| **2.15pm** | **SELEP response to DfE** * Non-levy procurement letter

 | **Louise Aitken** | Awaiting response |
| **2.25pm** | **ESF*** Contract outputs and definitions
* Forthcoming calls

*(See pages 123-124 and 134-138)* | **Louise Aitken** | For information / future updates |
| **2.45pm** | **Industrial Strategy opportunities update*** Local Digital Partnerships
* National Retraining Scheme / Construction
 | **Louise Aitken** | Comments and next steps |
| **3.00pm** | **SELEP Sector Support Funding*** Draft proposal re training and recruiting tutors
 | **Louise Aitken** | Comments and next steps  |
| **3.15pm** | **Local Skills Board Headline Update*** Main initiatives and areas of need
* Identifying areas for joint working
 | **Caroline Betts****Holly Aquilina****Allan Baillie** |  |
| **3.45pm** | **AOB**  | **ALL** |  |
| **4.00pm** | **Meeting close (date of next meeting – 9th July)** |  |  |

*\* 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.*