


**South East LEP Skills Advisory Group Meeting**  
**Tuesday 10<sup>th</sup> July, 1.30pm**  
**The Fitzrovia Room, Park Crescent Conference Centre**  
**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 (8 <sup>th</sup> May 2018) 	Chair	All to comment & sign off minutes
1.45pm	<b>Skills Strategy sign off and launch</b> <ul style="list-style-type: none"> <li>Request for photos</li> <li>September launch event</li> <li>Action plan and KPIs</li> </ul>	Louise Aitken	All to comment / approve
2.15pm	Update from ESFA and engagement on T-levels	Seymour Pearman, ESFA	Update and feedback
2.45pm	<b>ESF calls and next steps</b> <ul style="list-style-type: none"> <li>ESFA matched calls</li> <li>DWP direct calls</li> </ul>	Louise Aitken	Update
3.00pm	<b>Updates</b> <ul style="list-style-type: none"> <li>Construction Skills Fund / National Retraining</li> <li>Skills Board Chairs regular meetings</li> <li>Apprenticeship data (employers)</li> <li>SELEP Chairman meeting with Keith Smith, Director of Apprenticeships, ESFA</li> <li>Tutor Shortages funding</li> <li>SELEP new capital funding call</li> </ul>	Louise Aitken, Graham Razey	Update and discussion
3.10pm	<b>Future events</b> <ul style="list-style-type: none"> <li>27<sup>th</sup> September, Inclusive Growth event</li> <li>Workshop with CITB</li> </ul>	Louise Aitken	Update and discussion
3.15pm	<b>Local Skills Board Headline Update</b> <ul style="list-style-type: none"> <li>Main initiatives and areas of need</li> <li>Identifying areas for joint working</li> </ul>	Caroline Betts Holly Aquilina Allan Baillie	Update
3.35pm	<b>Future guest speakers / updates</b> <ul style="list-style-type: none"> <li>ECITB / Creative group (Talent Accelerator) / Skills Portal / Placer</li> </ul>	Louise Aitken	Comments and next steps
3.45pm	<b>AOB</b>	ALL	
4.00pm	<b>Meeting close (next meeting – 11<sup>th</sup> Sept)</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.*