**CHESHIRE AND WARRINGTON LEP**

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 8 NOVEMBER 2017**

The meeting will be held between 13.30 and 15.30 hrs at Live Wire Offices, Orford Jubilee Hub, Jubilee Way, Orford, Warrington WA2 8HE.

Current list of attendees and apologies at **Annex A.**

**AGENDA**

**13.30 hrs Welcome and introductions** – Clare Hayward

**13.40 hrs Progress Reports on Key Priorities for the Employers’ Skills and Education Board**

**(i) Skills and Education Plan –** Pat Jackson (5 minutes)

**(ii) Pledge –** Paul Colman (10 minutes)

**(iii) Institute of Technology**

* + - **Background to Institute of Technology –** Mark Livesey (5 minutes)
    - **Possible governance arrangements for Institute of Technology –** David Brennan (15 minutes)
    - **Work on key sectors – update on energy sector –** Helen Nellist (10 minutes)
    - **Feedback from Cheshire Business Leaders –** Paul Taylor (5 minutes)

**14.30 hrs Break into Groups to review proposed structure for Institute of Technology and consider the advantages and disadvantages of the proposed model and suggest alternative models – with pros and cons.**

In considering the models it is suggested you consider

* the scope for working as a consortium,
* how to ensure strategic direction from employers and other key partners so they are able to influence skills and education priorities,
* how to ensure buy-in from all key stakeholders
* the role of the accountable body
* how to maximise employer investment and investment of European and other public-sector funds (e.g. Apprenticeship levy, Adult Education Budget, Local Growth Fund, )

**15.10 hrs Plenary session with feed- back and agreement to next steps**

**15.30 hrs Close**

**Annex A**

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The following members of the Employers’ Skills and Education Board are expected to attend the meeting:

* Clare Hayward (Chair)
* Neil Warren (Jungheinrich)
* James Richards (Network Rail)
* Paul Colman (South Cheshire College)
* Paul Taylor (Taylor Business Park)
* Fraser Kearney (Cheshire and Warrington Growth Hub)
* Jim Carroll (Mobica)
* Jo Tipa (National Skills Academy Nuclear)
* Julia Teale representing Lynne Williams (Bentley Motors)
* Dame Pat Bacon (Health Sector)
* Phil Atkinson (Daresbury)
* Meredydd David (Reaseheath College)
* Mark Livesey (LEP)
* Pat Jackson

**Apologies**

* Margaret Cheshire (Essar Oils)
* Jane Ingram (Halifax/Lloyds Banking Group)
* Lynne Williams (Bentley Motors)
* Jenny Clucas (Cogent)

**Extended Meeting including:**

* Gary Byrne (Eddie Stobart)
* Nicola Newton (Warrington Collegiate and Vale Royal College)
* Dhesi/ Helen Nellist (South and West Cheshire Colleges)
* Chloe Taylor (Cheshire West and Chester Council)
* Rachel Kay (Macclesfield College)
* Martin Howlett on behalf of Chris Hindley (Youth Federation)
* Dave Rowlands on behalf of Andrew Bridge (CITB)
* Janice Wooley on behalf of Linda Dean (Total People)
* Nick Smith (TTE)
* Nick Palmer on behalf of Chris McLinden (University of Liverpool)
* Charlie Woodcock (University of Chester)
* Lee Barber (Warrington UTC)
* Mathew Grant (Priestley College)
* David Brennan

**Apologies from extended invitees includes:**

* Frank Jordan (Cheshire East Council)
* Andy Farrall (Warrington Borough Council)
* Charlie Seward (Cheshire West and Chester Council)
* Kerrie Salisbury (AO)
* Chris Smith (Tiger Trailers)
* Dave Terry (Crewe UTC)

**Waiting responses from:**

* Mark Duffy (Sellafield)
* Karen Hughes (United Utilities)
* Lesley Coombes (Unilever)
* Jonathan Guest (Atkins)
* Clare Pattendale (Astra Zeneca)
* Denise Proctor (WEAVE)
* Gary Steen (Talk Talk)