**CHESHIRE AND WARRINGTON LEP EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 18 SEPTEMBER 2019**

**Meeting to be held at Cirrus Offices, Sandfield House, Water Lane, Wilmslow, Cheshire SK9 5AR between 13.30 and 15.30 hrs.**

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

**AGENDA**

**13.30 hrs Welcome, introductions and declarations of interest.** Welcome to Tom Russell representing Julia Teale. Also note new members and members with voting rights and departure of Jenny Clucas and Howard Sloane (Essar).

Important to agree on how to deal with conflicts of interest around Local Growth Fund

decisions

**13.35 hrs Virtual Institute of Technology/Skills for Growth progress report** (Charlie Woodcock) and thoughts on next steps around branding (Clare Hayward)

**13.45 hrs Note of last meeting on 17 July 2019** (5 minutes)

**13.50 hrs Action list and any matters arising that are not on agenda -** Chair(10 minutes)

**14.00 hrs Taking on the role of the Skills Advisory Panel –** (Chair and Pat Jackson)

* **Terms of Reference, membership and stakeholder map (Annex D and Annex E)**
* **Potential sphere of influence**
* **Feedback from DfE**
* **Data and analysis and progress of work with local authorities and colleges** (Dhesi)

**14.20 hrs Progress reviews**

* **Digital Skills Partnership –** Sarah Williams (10minutes)
* **Pledge Partnership Update –** Trevor Langston (5 minutes)

**PART B OF MEETING – COMMERCIAL IN CONFIDENCE**

**14.35 hrs Local Growth Fund Skills Investments** – to review bids and decide which will receive LGF investments (Pat Jackson)

**15.25 hrs Any Other Business –** Clare Hayward

* **Date and venue of next meeting** (16 October 2019)

**15.30 hrs Close meeting**

**CHESHIRE AND WARRINGTON LEP Annex A**

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 18 SEPTEMBER 2019**

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

* Clare Hayward
* Paul Colman (South Cheshire Chamber)
* Phil Atkinson (Daresbury)
* Paul Taylor (Taylor Business Park)
* Dhesi Jasbir (Cheshire College South and West – representing the FE Colleges)
* James Richards (Network Rail)
* Louise Higgins (United Utilities)
* Faye Van Flute (Lloyds Banking Group)
* Nicola Merriman (National Skills Academy Nuclear)
* Tom Russell (representing Julia Teale, Bentley)
* Stephen Fitzsimons (Warrington Council)
* Philip Cox
* Pat Jackson (LEP)

**Apologies**

* Julia Teale (Bentley Motors)
* Martin Wood (Department for Business, Energy and Industrial Strategy) – observer

Also attending, Charlie Woodcock, Sarah Williams, Catherine Walker, James Zucker (DfE), Trevor Langston

**Note that other Members have also just been appointed with voting rights**

\*Julia Teale

\*Phil Atkinson

\*Paul Taylor

\*Bill Carr (Carpe Diem)

\*Stephen Fitzsimons (Warrington Council)

\*With voting rights