



**SOLENT
LOCAL
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Solent Local Enterprise Partnership Solent Skills Advisory Panel

Held on Friday 1 November 2019, 09:00 - 11:00 at Hawthorne Suite, Solent Conference Centre (The Spark), Solent University, East Park Terrace, Southampton, Hampshire, SO14 0LY

Present	In Attendance
Rachael Randall	Siobhan Flynn
Cllr. Barry Rickman	Nicola Twiddy
Carey Moore	
Debby Clement	
Mike Gaston	Apologies
Kirsty Rowlinson	Roy Haworth
Cllr. Darren Paffey	Lester Biddle
Professor Julie Hall	Boyd Hatwood
Anna Marshall	Amelia Gould
Stuart Baker	Blue Davies
	Anne-Marie Mountifield

Item	ACTION
<p>1. Welcome and Apologies</p> <p>Rachael Randall welcomed all to the inaugural Skills Advisory Panel meeting and thanked all for agreeing to support the work of the LEP in relation to skills as Panel members. Round table introductions took place and vacancies on the Panel were highlighted.</p> <p>Apologies were noted from Roy Haworth, Lester Biddle, Amelia Gould and Boyd Hatwood.</p>	
<p>2. Purpose of Skills Advisory Panel and Terms of Reference</p> <p>The Solent Local Enterprise Partnership (LEP) has been tasked by Government to form a Skills Advisory Panel (SAP). Guidance has been issued and requires SAPs to draw membership from business leaders and other key stakeholders to support the Solent LEP in providing expert knowledge and intelligence in respect of the skills and training system in the Solent, setting out the key local skills challenges and ensuring the Solent has a workforce fit for the future.</p> <p>The SAP received an overview of:</p> <ul style="list-style-type: none"> - The Solent LEP Assurance Framework 	

	<ul style="list-style-type: none"> - The status of panel recruitment and the need for additional members - The SAP Terms of Reference <p>The Panel agreed it would be helpful to receive the presentations in relation to items 3 and 4 of the agenda before providing advice on the composition of the SAP.</p>	
3.	<p>Local Industrial Strategy</p> <p>Stuart Baker provided an update on the Solent 2050 Strategy, which aims to enable the area to increase productivity and realise their potential: building on well-evidenced and distinctive strengths aligned with the national Industrial Strategy. Emerging themes for the strategy were discussed and it was recognised that the Solent has a compelling strength in relation to maritime.</p>	Executive to share the slides with the Panel
4.	<p>Solent Skills Initial Data Analysis</p> <p>Ivan Perkovic from Hampshire County Council provided a presentation on Local Skills Analysis.</p>	Executive to share the slides with the Panel
2 cont.	<p>Purpose of Skills Advisory Panel and Terms of Reference</p> <p>The Panel:</p> <ul style="list-style-type: none"> • Provided advice on the composition of the Skills Advisory Panel; and Agreed to target the Life Science & Healthcare and Transport/Logistics & Clean/Green Technology sectors to fill the vacancies on the Panel. The Panel were also keen that the diversity of the panel was strengthened. • Considered and Agreed the Terms of Reference for the Skills Advisory Panel. 	
5.	<p>SAP Forward Plan</p> <p>The SAP forward plan will come back to the next meeting to be considered by the Panel.</p>	Executive to add to the next agenda
6.	<p>AoB and date of next meeting</p> <p>Executive will advise on the timetable for future meeting dates. The Panel advised that 09:30 would be a suitable start time.</p> <p>Rachael Randall thanked all for attending and for their input to the meeting.</p>	
7.	<p>A tour of Southampton Solent University was offered to SAP attendees following the meeting.</p>	

Meeting closed at 11:15