

Coast to Capital Careers Hub Steering Group Meeting

Thursday 11 November 2021: 9.00am – 10.30am

Virtual Meeting (Held via MS Teams)

Agenda

A – Agenda and minutes to be posted in the public domain.

Time	Item	Agenda item	Action	Part
9.00am	1	Introduction a) Welcome, apologies and agenda b) Actions from the last meeting Liane Richardson, Chair	Record	A
9.10am	2	Local Skills Improvement Plan (LSIP) a) Developing the Trailblazer - overview b) Engagement activities c) How to get involved Claire Witz, Skills Project Director, Sussex Chamber of Commerce	Presentation	A
9.30am	3	Careers Hub update a) Project impact b) Careers Hub strategic priorities and targets for 2021-22 c) Best practice ideas to share with the Hub Lisa Mobbs, Careers Hub & EAN Lead	Presentation & Discussion	A
10.10am	4	Community of Practice a) What is a Careers Hub CoP b) Careers Hub Education Lead model c) Process and next steps Lisa Mobbs, Careers Hub & EAN Lead	Presentation & Discussion	A
10.30am		Close a) AOB b) Date of next meeting Liane Richardson, Chair	Record	A

B – Papers not for publication in advance of meeting; minutes and papers posted in the public domain, as appropriate, afterwards.

Attendees:

Liane Richardson – Chair & Coast to Capital Skills 360 Board member, Thakeham Homes
Freya Wall – Vice Chair, & Assistant Head Teacher & Careers Leader, Howard of Effingham School (Lead School)
Lisa Mobbs – Careers Hub & EAN Lead, Coast to Capital
Kirsten Trussell – Labour Market, Innovation & Skills Manager, Coast to Capital
Hannah Thomas – Hub Enterprise Coordinator, Coast to Capital
Izzy Pompova – Hub Enterprise Coordinator, Coast to Capital
Georgina Angele – Regional Manager South East, The Careers & Enterprise Company
Dario Stevens – Vice Principal & Careers Leader, NESCOL (Lead College)
Emma Lawford – Careers Leader, Howard of Effingham School (Lead School)
Jeff Alexander – Chief Executive, Gatwick Diamond Business Group
Giles Thomas – Operations Director, Manor Collection Hotels
Charlene Simms – STEM Education and Outreach Manager, Thales
Peter Waters – Manager Post 16 Support Team, West Sussex County Council
Duncan Edwards – Link Adviser (Curriculum), West Sussex County Council
Paula Neal – Economy Lead, Surrey County Council
Steve Benwell – Department for Work and Pensions
Charlie Field – Project Manager, Sussex Learning Network
Vanessa Potter – Executive Director, SCTP
Sue Taylor – Network Manager, ALPS

Guest attendees:

Claire Witz – Skills Project Director, Sussex Chamber of Commerce