



Minutes for Board meeting held at Petroc on Thursday 13<sup>th</sup> December 2018 3pm

### **Attendees**

Mike Matthews (Chair) (MM)  
Janet Phillips – NDMA (JP)  
Phil Byers – Barnstaple Chamber of Commerce (PB)  
Bill Blythe – Vice Principal, Petroc (BB)  
Tony George – DWP Barnstaple (TG)  
Chris Fuller – TDC (CF)  
Nicola Williams (ESB Co-ordinator) (NW)

### **Apologies**

Dominie Dunbrook – NDC (DD)  
Trudi Spratt – Barnstaple Chamber of Commerce (TS)

#### 1) Matters arising from previous minutes

- On the list of attendees, Phil wanted his representation to change from Project South West to Barnstaple Chamber of Commerce. He will be the representative of the Chamber until Trudi returns to the board meetings.
- Matt Hurley will now represent DWP Barnstaple instead of Tony George from this meeting. Matt is the Partnership Manager for Devon. It was agreed that Matt Hurley will be invited to the next main board meeting. Tony will deputise for Matt and will also stay on the ESB Advisory Group.
- Janet confirmed that Phil Scotcher will not attend the main board and that Janet will be the board representative for the NDMA.

#### 2) ESB co-ordinator update

Going forward, Nicky will send out a co-ordinator update prior to a board meeting. If anyone has any questions regarding the activity, then email Nicky before the meeting, and these can be discussed at the board meeting.

Since October there have been meetings with industry and schools to inform them of the ESB Board and Advisory Group. School meetings with Atlantic Academy, Braunton

Academy, GTS and Bideford College. Have made contact with Park and Pilton. NW has a meeting arranged with Park school on the 14<sup>th</sup> February. BB mentioned that he had attended a NORDAB meeting in which they discussed ways they could engage with employers and Bill mentioned the ESB and Jack Jackson, CEO Launceston Multi Academy Trust, was very keen in how they can engage with the ESB in the future.

- **ACTION - BB will look into whether we can have a NORDAB representative at the ESB Advisory Group meeting.**

NW has met with Nicola Saunders. Industry Placement co-ordinator, Petroc who is working on employer engagement with new T Levels. Information on the T Levels is attached.

Looking into re instigating the ESB website. Have tried to see if a current Petroc student would like to take this on as a small project, but have had no response as yet. A monthly newsletter will be produced with a diary of events attached.

### 3) ND ESB Advisory Group

The Advisory Group will be a larger group consisting of up to 30 people.

A discussion was held around the table with who had confirmed their attendance to the first Advisory Group Meeting (22.01.19) and who will need to be invited so that we have attendance from all industry sectors. The list of industry sectors to invite is at the bottom of the minutes. They will be invited to come along to the next Advisory Group meeting on the 23<sup>rd</sup> May.

PB stated that he had met with Richard Jenkins from ETS (Education and Training Skills) and he expressed an interest to join the Advisory Group.

Janet confirmed that Lindy Stacey, who was the Operations Manager of Beran – now Operations for No Pinz would like to join ESB Advisory Group.

- **ACTION - NW to make contact with Lindy.**

### 4) Newsletter and webpage

Newsletter will aim to come out monthly. Any information for the newsletter to be sent to NW.

Update of Web page is ongoing.

Announcement of the reformed ESB was discussed and will need to be advertised – CF, DD and NW to coordinate. The webpage should be ready for when this announcement is made. The Terms of Reference also need updating.

### 5) Untapped talent

MM use to host an event called Untapped Talent. MM would like us to look at it to run again for 2019. The event is designed to highlight the business benefits of employing someone with a learning disability/autism.

**ACTION – NW to add as an Agenda item for the next meeting.**

6) Robotics Comp

David Avery has confirmed that he is coordinating a primary school Robotics/Coding competition in collaboration with Petroc in March. NDMA have given some money to him to buy components.

Learn By Design are holding some regional finals for a Robotic Competition at the Tiverton campus on the 14<sup>th</sup> February.

7) Any Other Business

BB met with Exeter Impact Lab who have a large sum of European Funding to engage with SME's to engage them. They are happy to come and talk a group of SME's if that is something the ESB would like to host.

BB confirmed that Petroc now have funding confirmed to build a Centre of Technology Innovation and Excellence on the Barnstaple Campus. Petroc are inviting SME's to have an input into the type of facilities the centre should have available. There is an Exploration Breakfast on Wednesday 27<sup>th</sup> February 7.30am to bring businesses together to gain this information.

JP has confirmed the NDMA Technology Awards information has been sent out to schools. The NDMA Technology Awards will be held on Thursday 16<sup>th</sup> May 2019 at the Barnstaple Hotel.

8) Date of next meeting

Thursday 28<sup>th</sup> February 1pm Petroc, Room LSF09 (Lifestyle Centre)

**Industry Sector to be represented at the ESB Advisory Group Meetings**

Digital/Marketing	Agri-Tech	Tourism/Hospitality
Bray Leino – Patrick Furse	NFU – Andrew Butler	Braddicks – Rob Braddick
Applegate - Stuart Brocklehurst		Brends Hotel – Andrew Mosedale
North Devon Journal – Lisa Whitrow		Nick White – NDMB
Accord Marketing – Chris Mullen		
Digital North Devon		

Engineering	Manufacturing	Healthcare
Simon Beer – Activis/Accord	Nopinz – Lindy Stacey	Northern Devon Healthcare Trust – Gail Richards
Paul Swan ??	Taw Tech	
TDK Lambda – Anne Sutton		
Mike Dymond Engineering		

Waste Management	Construction	Retail
Viridor – Simon Spiers	TCI – Lauren Deacon	Asda Bideford – Pete Wilcox
	Pearce Construction – Hilary Prouse	Green Lanes Shopping Centre - Craig Bulley

Pharmaceutical
PALL – Jane ????
Perrigo – Emma ???

**Post meeting note** – Rob Braddick has declined to attend the ESN Advisory Group  
Contact Nick White now Rob cannot attend??

Janet making contact

Chris making contact