

**Regional Learning & Skills Partnership South West & Mid Wales
RLSP Board**

NOTES OF MEETING

Thursday 10th May, 13:00 – 15:00
Theatr Brycheiniog, Brecon

Present:

Name		Representing
Arwyn Watkins	AW	NTfW
Barry Liles	BL	Provider Group Chair & Vice Chair
Ceri Stephens	CS	Mid Wales Cluster Group
Huw Matthias	HM	Advanced Materials and Manufacturing Chair
Kathryn Robson	KR	WEA CC Cymru
John-Mark Frost	JMF	DWP
Judith James	JJ	Higher Education
Louise White	LW	Creative Industries and Professional Services Chair
Mark Jones	MJ	Further Education
Mike Shaw	MS	Growing Mid Wales
Nicky Howells	NH	Energy Chair
Nigel Williams	NW	Food, Farming & Environment Chair
Paul Greenwood	PG	RLSP Chair
Jayne Bevan	JB	Regional Regeneration Directors (Powys County Council)
Phil Lumley	PL	Construction Chair
Sharron Lusher	SL	Haven Waterway Enterprise zone Board
Tony Sawyer	TS	Health, Social Care & Life Sciences Chair

Ref	Item	Action By Whom
1.0	<p>Welcome, Introductions and Apologies</p> <p>PG welcomed everyone to the meeting and members were asked to introduce themselves.</p> <p>Apologies for absence were received from –</p> <p>Amanda Carr, Gareth Morgans, Kim Phelps, Lucy Good, Mandy Ifans, Nigel Arnold and Rob Basini</p>	
2.0	<p>Approve the minutes of the last meeting</p> <p>The chairman sought approval of the minutes of the last meeting held on the 8th March.</p>	

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	<p>NH-informed the group that Simon Jenkins, Gower College Swansea was present at the last meeting.</p> <p>Agreed: that the minutes be approved as a correct record.</p>	
3.0	<p>Regional Employment and Skills Plan</p> <p>The Board were provided with a list of employers who had completed the survey, the businesses had been divided by county, sector and business size.</p> <p>JL encouraged members to keep pushing out the survey to their networks.</p> <p>The Board were informed that the RLSP Team had attended a meeting with Welsh Government to discuss this year's plan, and guidance was given on what Welsh Government would require to be include in all three plans across Wales. All plans would also be required in the same format. The following headlines were to be included in the plan for 2018 – Well-being of Futures Generations Act, Labour Market Intelligence, Employer Engagement, Governance, Brexit, Careers Advice, priorities for the region, key achievements, City and Growth Deals, SDF, SPP, ESF, Green Growth, Welsh Language and FE/HE.</p> <p>The plan is to be no more than 30 pages and the template for provision of FE/Apprenticeship training would be planning for 3 years.</p> <p>AW – suggested that this was more of an annual update rather than a plan which would allow the RLSP to build on last year's Executive Summary.</p> <p>JL informed the Board she had been meeting with the Welsh Government sector leads and the feedback she had been receiving from them reiterated what the employers were saying in the survey responses. The sector leads had also been asked to distribute the survey to their networks to increase survey numbers.</p> <p>MS – asked the team whether there would be will be there a separate plan for Growing Mid Wales.</p> <p>JL – Informed the Board that a separate report would be prepared for Growing Mid Wales but the main document</p>	

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	<p>submitted to Welsh Government including the provision template would be for the whole region.</p> <p>SL – suggested that alongside the document to Welsh Government a review of what the partnership has achieved could be prepared to inform employers in the region who had participated in the consultation for the 2018 Plan.</p> <p>HM – has Welsh Government asked for a certain numbers of survey responses.</p> <p>RC – No exact number has been given but they had indicated an increase on the number of responses from last year.</p> <p>AW – could we use the expertise of Rhys and businesses who come through the NTfW portal and see what they are saying around skills gaps.</p> <p>JJ – informed the group she had sent it out to her business networks in Swansea University.</p> <p>PG – encouraged the group to engage with the Anchor and Regionally Important Companies and ask them to complete the survey.</p> <p>LW – commented a lot of the big players in her sectors have completed the survey but have not classed themselves as ICT.</p> <p>Action 1: JL encouraged the Board to look at the list of employers who have completed the survey and to contact the team if any main businesses are missing from the list.</p> <p>Action 2: AW to send out the survey to head offices or corporate Food Companies working in the area.</p> <p>PG – informed the group that the full time FE provision data had not yet been received from Welsh Government.</p> <p>BL – told the group that the colleges have all sent this data to Welsh Government in March.</p>	<p>JL</p> <p>AW</p>

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4.0	<p>To consider a letter from Welsh Government for SDF funding</p> <p>JL informed the Board that additional funding amounting to £2.87 million had been made available for new part time provision through FE colleges. The funding made available through the Minister for Welsh Language and Life Long Learning had to meet the needs identified within the 2017 Employment and Skills Plan.</p> <p>BL added that the four colleges are working together to look at this as a collaborative bid and it will link closely to the plan.</p> <p>The bid will need to be submitted by 8th June.</p>	
5.0	<p>To receive a presentation on the Boss Project</p> <p>The Board heard from Ellie Pearson on the Boss (Building Opportunities Skills & Success) project.</p> <p>The Board were informed that BOSS will provide innovative employability and entrepreneurship training to ex-offenders and prisoners serving sentences in South Wales at Cardiff, Swansea, Parc Bridgend, Usk and Pencoed prisons.</p> <p>The project aims to reintegrate ex-offenders into their communities by giving them the skills, qualifications, job and volunteering opportunities and confidence they need to gain employment or set up enterprise.</p> <p>BOSS received close to £1m from The Big Lottery Fund after a bid was written based on the evaluation of the Streets Ahead project that worked with people who had experienced homelessness.</p> <p>The Chairman thanked them for their presentation</p>	
6.0	<p>Update on the City Deal</p> <p>JL informed the Board that Edward Tomp, Vice President and General Manager of Valero UK in Pembroke has already been chosen as preferred candidate to become chairman of the Swansea Bay City Deal ESB.</p> <p>The business case study has been submitted but the team had not received comments from UK Government.</p> <p>AW – for clarity is Sir Terry Matthews still involved.</p>	

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	JL informed the Board that he was no longer on the Board.	
7.0	<p>Update from the Cluster Chairs</p> <p>HM – informed the group he now sits on the Welsh Government’s Wales Apprenticeship Advisory Board (WAAB) as the South West and Mid Wales representative. Also he has been working with SEMTA on the development of the Degree Apprenticeship framework, SEMTA have gone out to consultation but it is unlikely that the framework will be ready to go in September. He commented that the presentation received by Simon Jenkins on the Skills for Industry Funding in the cluster group was very informative.</p> <p>NW commented that the last Food and Farming cluster was poorly attended by the sector and he will push out for the next one and for more representation. NW also mentioned James Hicks from Skills Academy for food who is a member of the cluster collects information which is sent directly to Welsh Government and this information needs to be fed back to the RLSP team.</p> <p>TS told the group that the last health cluster group was a good meeting with detailed discussion but there was concern around attracting people to the sector. The group spoke about introducing VR tours at careers fairs to show working in a care homes. He mentioned employers from the sector cannot commit to meetings but are more than happy to complete the survey.</p> <p>PL – informed the Board members that JJ had arranged a meeting at Swansea University for Cyfle to discuss the university’s procurement process. He also mentioned the good practice of Cyfle as a Shared Apprenticeship model could be replicated in Mid Wales.</p> <p>CS – encouraged PL to contact Nick Evans from Evabuild a construction company in Newtown.</p> <p>LW stated that the DVLA are currently working with University to develop the ICT degree apprenticeship. Also working with Cllr. R Stewart on developments in the Swansea area.</p> <p>CS informed the group that Mid Wales Manufacturing Group had been holding employer breakfast events at the college to engage with more employers and raise awareness of the growth deal.</p>	



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8.0	<p>AOB</p> <p>Recommendation from the provider group BL informed the Board that at the last provider group it was felt that it would be useful for a member of the provider group to attend the industry cluster group meetings and a recommendation has been put forward to the Board for consideration by the Cluster Chairs.</p> <p>JJ – explained that this would be an ideal opportunity for detailed discussion between providers and industry and this would improve the communication..</p> <p>PL – added that we have had a lot of feedback that employers want an open forum without providers being involved.</p> <p>NH – suggested that the clusters could compromise and industry chairs invite providers to meetings if there are issues around data.</p> <p>Agreed that providers can be invited to cluster group but not sit on groups.</p> <p>Wales Employment and Skills Board (WESB)</p> <p>JL informed the Board that the RLSP would be hosting the next WESB meeting to be held on the 12th July.</p> <p>HE/FE Collaborative Fund JJ informed the group of the funding available for HE/FE to collaborate from HEFCW.</p> <p>Action – RLSP to call meeting of all providers to discuss further.</p>	