

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

**NOTES OF MEETING**

Monday 23<sup>rd</sup> July 2018, 13:30pm  
Beacon, Llanelli

**Present:**

Name		Representing
Paul Greenwood	PG	Chair of RLSP
Amanda Carr	AC	Third Sector
Barry Liles	BL	Vice Chair and Chair of Provider Group
Huw Matthias	HM	Chair of Advanced Materials and Manufacturing
Judith James	JJ	Higher Education
Kathryn Robson	KR	Adult Learning Wales
Louise White	LW	Chair of Creative Industries and Professional Services
Lucy Good	LG	Chair of Tourism and Retail
Mandy Ifans	MI	Careers Wales
Mike Shaw	MS	Growing Mid Wales
Nick Brazil	NB	Further Education
Nicky Howells	NH	Chair of Energy
Nigel Williams	NW	Chair of Food and Farming
Phil Lumley	PL	Chair of Construction
Rhys Morgan	RM	DWP
Rob Basini	RB	FSB
Tony Sawyer	TS	Chair of Health and Social Care

Ref	Item	Action By Whom
<b>1.0</b>	<p><b>Welcome, Introductions and Apologies</b></p> <p>The Chair welcomed everyone to the meeting and members were asked to introduce themselves.</p> <p>Apologies for absence were received from – Sharron Lusher Arwyn Watkins Gareth Morgans Nick Williams Ceri Stephens Nigel Arnold Mark Jones</p>	

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2.0	<p><b>Approve the minutes of the last meeting</b></p> <p>The chairman sought approval of the minutes of the last meeting held on the 10<sup>th</sup> May 2018</p> <p><b>Agreed: that the minutes be approved as a correct record.</b></p>	
3.0	<p><b>Regional Employment and Skills Plan</b></p> <p>The employment and skills plan along with the funding spreadsheet had been circulated to the board prior to the meeting for their comments and to sign off during the meeting on behalf of the organisations they represent.</p> <p>The team stated that results from the 2018 survey results show the same issues/challenges as last year's respondents.</p> <p>PG invited the industry cluster chairs to have a say on the Skills Plan.</p> <p>PL – Thanked the team for their hard work and said the plan was an easier read than its predecessors, and moving in the right direction.</p> <p>LW – Noticed a quote of page 25 did not make sense and it was agreed by board that the quote be removed from the plan, the team was praised for their hard work on producing a good piece of work.</p> <p>LG – raised the issue around perception of the sector and referred to the plan aiming too much at the younger age and this should be aimed at all ages.</p> <p>MS – on behalf of Growing Mid Wales thanked the RLSP for developing a separate section for Mid Wales.</p> <p>JF – said that it was good that a strong link to the wellbeing plans had been made.</p> <p>NH – commented that cost to training was a barrier and this had not been included in the recommendations. JL stated that it is mentioned throughout the document.</p> <p>RB – welcomed that Small Businesses are being recognised within the plan especially as they make up the majority of the region.</p> <p>KP – Welsh Government are positive and feel the plan is going in the direction. She thanked all the employers and providers for their commitment and their input into the process.</p>	

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	<p>KR – is there scope to reference upskilling existing staff within the plan.</p> <p>PG – added in the recent WESB meeting the Minister pushed for Life Long Learning to become a big part the Regional Partnership's remit.</p> <p>MS – wanted clarification on an element of the spreadsheet and the evidence behind increasing veterinary nursing in Mid Wales. The team iterated that higher skilled vets are needed in the region.</p> <p>The board discussed in depth the new variations of courses with an element of increased work based learning and the positive impact this would have on the learners.</p> <p>JJ – raised concerns would employers be able to offer the placements</p> <p>PG – this is a good idea that learners will have practical experience.</p> <p>The team feedback to the board that many businesses who completed the survey would take on apprentices but are not aware of the process.</p> <p>KP – stated this is something that needs to be feedback to the marketing team in WG and look at the promotion of apprenticeships.</p> <p>RB – added to this, businesses that he speaks to believe there is too much paper work</p> <p>RC – informed the board that the RLSP will be contacting all employers who stated they did not understand the process and putting them in touch with NTfW.</p> <p>BL – commented the dialogue between the employers and the providers has been positive, however the spreadsheet is not fit for purpose and this should be feedback to the Welsh Government.</p> <p>KP – informed the board there currently is discussions within Welsh Government looking at making the spreadsheet easier to use.</p> <p>JJ – concerned that a number of level 1 courses have been cut and there needs to a strong foundation.</p> <p>JJ – The plan will need to be measured on a yearly basis especially looking at NEETs as level 1 courses are being cut.</p> <p>PG asked members for their endorsement of this year's plan and funding spreadsheet.</p>	

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	<p>All members <b>AGREED</b> that the <b>Employment and Skills Plan for 2018</b> and the spreadsheet containing the recommendations to Welsh Government on the proposed changes to provision be approved.</p>	
<p><b>4.0</b></p>	<p><b>To receive an update on the Wales Apprenticeship Advisory Board (WAAB)</b></p> <p>HM updated the group on his position on the WAAB, The role of the Wales Apprenticeship Advisory Board will be crucial to the creation and updating of new and existing apprenticeship programmes as employer demands change and new apprenticeships are needed. He also stated this board has a key role in ensuring that quality is maintained whilst meeting sector specific needs, including getting key employers to 'sign off' the changes.</p> <p>HM explained WG are looking to recruit new employers to the board to have a wide range of sectors having their say.</p> <p>The board meet four times a year, and the next meeting has yet to be scheduled.</p> <p>MI wanted confirmation on what was the process on developing the new apprenticeships.</p> <p>HM explained that apprenticeships are requested by employers through the WG.</p>	<p><b>HM to circulate papers from the meeting</b></p>
<p><b>5.0</b></p>	<p><b>To receive a presentation on the consultation on the proposal for restructuring of the delivery and funding of Adult Learning.</b></p> <p>Helen Scaife, Welsh Government gave an overview on the current open consultation.</p> <p>The Welsh Government needs to understand the views of adult learning providers (in local authorities, colleges and the Third sector), adult learners, families and the public on our proposals to improve the way that we deliver and fund Community-based Adult Learning in Wales.</p> <p>The purpose of the paper was to help Welsh Minister to decide how to allocate the funding available to them in the most efficient way to ensure all learners in Wales have equal and fair access to Government funded provision as set out in WGs</p>	

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	<p><i>Adult Learning in Wales</i> policy statement in 2017.</p> <p>The Board were informed the closing date for the consultation is 10 September 2018.</p> <p><b>Action SN to send consultation link to board</b></p>	<p><b>SN to send link</b></p>
<p><b>6.0</b></p>	<p><b>Update on the City Deal</b></p> <p>JL informed the Board Carmarthenshire Council, Neath Port Talbot Council, Pembrokeshire Council, Swansea Council, the UK Government and the Welsh Government have now approved the Swansea Bay City Deal's Joint Committee Agreement (JCA).</p> <p>The approval of the JCA, which outlines principles of City Deal working, means the City Deal's governance structure can be formally established. This will include a Joint Committee overseeing all aspects of the City Deal, as well as an Economic Strategy Board with representation from the private sector. The Joint Committee will meet for the first time in late August, with Ed Tomp, the Vice-President and General Manager of Valero UK, having already been selected as the Economic Strategy Board's preferred chairman.</p>	
<p><b>7.0</b></p>	<p><b>To consider the Review on the Governance of Regional Skills Partnerships in Wales by Dr John Graystone</b></p> <p>JL referred to the report published by Dr Graystone and the document detailing the recommendations that had been circulated prior to the meeting. She reported that she had met with Welsh Government to discuss the findings of Dr Graystone and the recommendations that the Welsh Government had agreed to implement themselves in relation to WESB and the proposals for the RSLP's to adopt and implement.</p> <p>JL referred to the recommendations that had already been implemented by the RLSP and the recommendations that would be followed up and implemented by the next meeting.</p> <p>MS referred to the main document and the referral throughout the document to 3 three RLSP's and Growing Mid Wales but stated that discussions were now about the RLSP only.</p> <p>KP stated that WG had commissioned the report to look at the</p>	

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	<p>3 RLSP areas and GMW was part of the South West region but Dr Greystone has referenced the GMW area as an area within that partnership.</p> <p><b>Action: that a report be presented to the next meeting on the progress</b></p>	<p><b>JL to report on progress.</b></p>
<p><b>8.0</b></p>	<p><b>To receive an Update from the Chairs of the Provider and Industry Cluster Groups.</b></p> <p>NW stated that building on last year the Food and Farming group have learnt the process of the plan and moving forward will look to recruit more businesses to have a wider representation from the sector.</p> <p>BL gave an update on the Skills and Talent project and informed the board that a 'Training Solutions Group' had been created as a sub-group to the provider group, members will lead on the skills developments for each of the City Deal projects.</p> <p>HM and NH – as a cluster we need to do more to engage more businesses to attend the meetings as there is not enough of a representation for the sector at meetings.</p> <p>PL informed the board he had a positive meeting with WG looking to expand the shared apprenticeship model across different sectors.</p> <p>TS attended a school fair talking and promoting the health and social care sector and has been talking to business on how to get involved and the importance of the work of the RLSP.</p> <p>LW told the group following the last board meeting and the presentation that was received by the BOSS project the DVLA have since met with them and are successfully working together.</p> <p>LG informed the board of Bluestone's 6 month engagement programme working with both pupils and parents and hoping this could be used throughout Wales.</p> <p>LG informed the board of 'Croeso Sir Benfro' which is currently being developed through a collaboration of industry, Pembrokeshire College and the DWP. The idea of the project will be to engage students and those not currently in employment, with the potential careers in the tourism sector.</p>	

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	<p>The project will involve a vigorous application process where both the College/DWP and then the business will assess suitability of potential candidates prior to them being accepted. This is to hopefully reduce the amount of people failing to complete and to ensure that from the start, participants are those who truly want to pursue a career in the industry.</p>	
9.0	<p><b>To receive an update from the Wales Employment and Skills Board</b></p> <p>The South West and Mid Wales hosted the last WESB meeting which was held in Parc Y Scarlets. It was a positive meeting with a presentation from Cllr Rob Stewart on the City Deal and discussions around the Skills Plan.</p>	
10	<p><b>AOB</b></p> <p><b>MM</b> - informed the board of the work that his team and the RLSP is currently undertaking - Resources have been developed for schools to support learners to develop knowledge of the City Deal and regional skills opportunities via the Welsh Baccalaureate. Two resources have been developed with Welsh Bacc co-ordinators to support the Enterprise and Employability strand within both the intermediate and advanced Bacc, including the development of a WJEC approved challenge brief. The pilot will be available for schools in Carmarthenshire for the start of the Academic year 18/19, whilst the resource will be rolled out to other schools across the City Deal region. The resources have been designed to be flexible to reflect changes to the City Deal projects, wider skills challenges and changes to the delivery of the qualification.</p> <p>JL added that the team have been talking to headteachers around the region updating them on the work of the RLSP and how the schools can get involved.</p> <p>JF requested a slot on a future agenda item on universal credits.</p>	