

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

MINUTES OF MEETING


HELD ON

Wednesday 11th April 2019 at 2.pm in
The Beacon, Llanelli.

Present:


Name		Representing
Paul Greenwood	PG	Chair
Barry Liles OBE	BL	Chair of Provider Group
Arwyn Watkins OBE	AW	NTfW
Huw Matthias	HM	Chair of Advanced Materials and Manufacturing
Judith James	JJ	Higher Education
Samantha Wilson Croft	SWC	Chair of Tourism and Leisure
Emma Bengier	EB	Working Wales
Rhys Morgan	RM	DWP
Edward Morgan	EM	Chair of Food and Farming
Tony Sawyer	TS	Chair of Health and Social Care
Mark Jones	MJ	Further Education
Gareth Morgans	GM	Directors of Education
Kim Phelps	KP	Welsh Government Observer
Jane Lewis	JL	Regional learning and Skills Partnership

Ref	Item	Action By Whom
1.0	<p>Welcome, Introductions and Apologies</p> <p>Apologies for absence were received from – Kathryn Robson Nicky Howells Mike Shaw Rob Basini Ceri Stephens Martin Nicholls Phil Lumley Louise White</p>	

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2.0	<p>Presentation – Working Wales</p> <p>Emma Benger presented the Welsh Government employability vision for Wales. She referred to the Ambitious and prosperous Wales 10 year plan and how the new Working Wales service would bring together a range of current and new services together to deliver a seamless service for all ages. The new scheme will be launched on the 1st May 2019 and proposes to reduce complexity and simplify access to support for customers across Wales.</p> <p>The Board was informed that there were already a number of projects being delivered across Wales some funded by Welsh Government and others funded through the EU funds, this project would work alongside these projects with individual clients being signposted to the most appropriate scheme for support.</p> <p>There was also a STEPS employability support project which would offer a quick turnaround to employment and would assist with the development of CV's; social media search for jobs etc., this would be short intense support.</p> <p>The Working Wales support finder will be live from the 15th April and will be an online tool based on existing employer route programmes and accessible from the new Working Wales microsite. Emma informed the Board that additional employment coach posts had been created to support people with advice and guidance post 16 and additional posts had also been created to support careers advice in schools.</p> <p>The Board thanked Emma for the presentation.</p> <div style="text-align: center;">  <p>Working Wales extended Powerpoint</p> </div>	
3.0	<p>Approve the Minutes of the last meeting</p> <p>The chair sought approval of the minutes of the last meeting held on the 23rd January 2019</p> <p>Agreed: that the minutes be approved as a correct record.</p> <p>Actions Invitation to Rhodri Griffiths to attend a future Board meeting. JL stated that an invitation had been sent but no date had been confirmed as yet.</p>	JL
4.0	<p>Manager's Report</p> <p>A Appointment of Cluster Group Chairs</p> <p>The chair stated that two new chairs had been appointed for the Food and Farming (Feb 19 renewal Feb 2021) and Tourism and Leisure (April 19 renewal April 2021) Cluster Groups and the Mid Wales Cluster Group had nominated Ceri Stephens as the ongoing chair. PG suggested that to avoid a total change of Industry Board members at the same time that the appointment of Industry chairs be staggered as follows:</p>	

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	<p>Health and Social Care June 2019 renewal June 2021 Energy Sept 2019 renewal Sept 2021 Financial and Professional Nov 2019 renewal Nov 2021 Construction January 2020 renewal Jan 2022 Advanced Materials March 2020 renewal March 2022</p> <p>Agreed: that the above suggestion be approved.</p> <p>B Nomination of Chair of the RLSP JL reported that two nominations had been received for the position to date, the closing date being the end of April. JL urged the Board members to make suggestions or put forward any nominations of interested individuals for the position.</p> <p>C Inquiry in the Regional Skills Partnership. JL reported that the Economy, Infrastructure and Skills Committee had launched an Inquiry into the working arrangements of the RSP's following up on the Dr Greystone report published in July 2018. She stated that she had given evidence to the committee and that Mark Jones had also been called to give evidence on behalf of the Further Education colleges. The Inquiry would be ongoing until mid May.</p> <p>D Review of Regional Skills Partnership – Welsh Gov. JL reported that the Welsh Government had also commissioned a review of the RSP's the aim of the review was:</p> <ul style="list-style-type: none"> • Review how the governance and accountability of the three Regional Skills Partnerships could be strengthened: (not duplicating the Greystone work) • Review how the RSPs and the intelligence and insight they gather influence skills commissioning and how this might be enhanced in the context of the regional agenda and 'Prosperity for All'. • Review RSPs' competence and ability to assess need and influence skills provision in their respective regions. • Review consistency across the three RSPs and test their alignment with City Deal/Growth Deal structures (including Growing Mid Wales). • Consider the impact of RSPs and outline areas for development. <p>The Board was informed that this was a short piece of work that would be concluded around the same time as the Inquiry.</p> <p>E Additional representation on the Board. JL reported that two requests had been received to join the RLSP Board from the Chamber of Commerce and the TUC which would mirror their representation on the North and South East Wales RSP Boards. The chair queried what benefit their representation brought to the other boards and suggested that the FSB were already representing small businesses on the</p>	All Board

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	<p>Board.</p> <p>Action: JL to contact the other RSP's to establish their Board representation.</p>	JL
5.0	<p>Update on Regional Employment and Skills Plan 2019</p> <p>JL – Informed the Board members that the RLSP have received the specification from Welsh Government for the development of a 3 year Employment and Skills Plan for the region. There is a new template for the RSP's to use that will look at the forecasting and direction of travel as opposed to change in year. The cost neutrality element of the template has been removed but when making recommendations there would still be a need to take into account the budget. The template also allows for additional information about new skills required in the region and there is a section to include any recommendations of any new courses or course changes.</p> <p>Feedback from businesses via the survey was good in comparison to the same time last year, over 350 business have already completed the survey to date. A number of the businesses who had completed the survey last year had not completed this year and a list was being circulated to all the cluster chairs to chase up businesses.</p> <p>The next round of cluster meetings have been arranged and employer engagement will continue through to the end of May.</p> <p>JL reported that a Public Services cluster group had been set up to manage the skills requirements of the large employers in the region. The first meeting was held on the 5th April with good representation from across the public services, the group had appointed Lynne Griffin as their chair.</p> <p>MJ started that a meeting had been held with WG to discuss the new template and it had been agreed that the direction of travel would be the way forward for planning purposes and a case had also been made to include A level provision within the consideration of the plan proposals.</p> <p>JW referred to the amount of outreach work done by schools in relation to the promotion of STEM and IT and she suggested undertaking a mapping exercise of what is done in schools and mapping against what is required by employers and by schools to meet the curriculum.</p> <p>The Board discussed the use of the £10 million SDF funding that had been made available and suggested that lessons need to be learnt on what did not work and if a similar fund was going to be made available how best this could be used. HM also suggested that a piece of work was required on who could provide funding for skills training and what cannot be funded.</p> <p>Action: to request an update of what the SDF funding would be allocated for in the future.</p>	JL

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	<p>Action: to undertake a mapping exercise of what vocational training is being undertaken by schools</p> <p>Action: to undertake a mapping exercise of what funding is available and what can/cannot be funded for the delivery of skills.</p>	
6.0	<p>Update on the Wales Employment and Skills Board.</p> <p>The chair reported that the last meeting of WESB had been held in Cardiff on the 4th April. He reported that there had been a number of presentation including one from Frank Holmes on the Cardiff Capital Region Industrial and Economic Plan; Apprenticeship update and key developments; Brexit and the new curriculum specifically STEM and numeracy skills. The chair reported on the key areas of development within the Cardiff City Deal and how the Swansea Deal could use some of this intelligence.</p> <p>Action: link to the Cardiff Capital Region Industrial and Economic plan</p>  <p>FRANK HOLMES PRESENTATION -CCR</p> <p>EM reported that there had been a recent radio programme about Brexit aired from Castell Howell and the company was providing monthly reports to Welsh Government on any vulnerable supply issues of food products; skills gaps and redundancy issues.</p> <p>KP reported that Ann Humble had been commissioned to prepare a strategy on Brexit and to mobilise support to business including identifying business support requirements; redundancy issues and a package of support. She stated that the RSP's have been asked to work with Welsh Government to identify businesses to work with to gather intelligence.</p> <p>Sam reported that Tourism had not been seriously impacted as yet as there was a growth in the staycation market however there were concerns moving forward that transport could be an issue for people travelling from overseas.</p>	
7.0	<p>Update of Wales Apprenticeship Board</p> <p>HM stated that the next meeting would be held on the 14th May and he requested any members who wished to raise any items to email him before the meeting.</p>	All
8.0	<p>Swansea Bay City Deal Skills and Talent Intervention update</p> <p>JL gave an update on the current position of the projects within the City Deal and stated that it was anticipated that two of the projects would be going through for approval very soon. It was anticipated that the Skills and Talent project would follow that proposal.</p> <p>The Board was informed that Rhodri Griffith, the Chief Regional Officer now had responsibility for the City and Growth Deal.</p>	

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9.0	<p>Update from the Chairs of the Provider and Industry Cluster Groups.</p> <p>SWC – reported that the next cluster meeting had been arranged and work was ongoing to ensure that surveys were completed by the sector.</p> <p>EM – reported that he had met with the Farming unions and had been pushing forward on the completion of surveys by the agriculture and food producers.</p> <p>EM also referred to an initiative Cows On Tour that will bring the farmyard into the school yard in Wales. The group, made up of Welsh farmers, aim to educate children about where their food comes from. For one week in May, Cows On Tour will be visiting five schools with livestock and machinery in tow. Children will learn about life as a farmer and have the chance to take part in activities like milking a model cow.</p> <p>The full list of dates and locations are: 13 May – Fishguard 15 May – Aberystwyth 17 May – Newtown 18 & 19 May – Smallholder Festival, Builth Wells</p> <p>TS – Shared with the group the need for 20,000 more trained health and social care workers over the next 5 year over and above the number already trained and working within the sector. He expressed concern at the level of training offered by some of the training companies and suggested that there was a need to review the contract holders and the quality. SCW are to check the numbers of L5 Care Awards being issued.</p> <p>AW stated that all training companies were quality assured and Estyn approved however trainees and employers had a right of appeal if there was an issue with any of the training delivered or with a specific contractor.</p> <p>BL –stated that the group had not met since the last meeting.</p> <p>HM – reported that a meeting was scheduled in the next month. He stated that a record number of applications had been received for apprenticeship placements in TATA this year, 1911 applications. He stated that a case study was being written that would be shared.</p> <p>AW – reported that he had been nominated by NTFW to sit on the RLSP Board. He raised concern of the ability of the apprenticeship network to draw down funding to meet the needs identified in the Employment and Skills Plan. He referred specifically to tourism and the skills required, a skills board was being established to specifically look at what was needed across Wales.</p>	HM

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10.0	Dates of next meeting: 16 th May, Brecon 12 th June, Carmarthen	