

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

MINUTES OF MEETING

HELD ON

Monday 24th June, 2019 at 2.30pm

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
Louise White	LW	Chair of Financial and Professional
Rob Basini	RB	Federation of Small Businesses
Samantha Wilson-Croft	SWC	Chair of Tourism, Leisure and Retail
Edward Morgan	EM	Chair of Food and Farming
Tony Sawyer	TS	Chair of Health and Social Care
Mark Jones	MJ	Further Education
Wendy Williams	WW	Working Wales
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 Ceri Stephens Martin Nicholls Lynne Griffin Amanda Carr Rhys Morgan Gareth Morgan Phil Lumley Nicky Howells</p>	
2.0	<p>Approve the Minutes of the last meeting</p> <p>The chair sought approval of the minutes of the last meeting held on the 16th May 2019</p> <p>Agreed: that the minutes be approved as a correct record.</p>	

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	<p>Actions arising from the minutes A Rhodri Griffiths Chief Regional Officer Invite Rhodri Griffiths to attend a future Board meeting. JL stated that an invitation had been sent but no date had been confirmed as yet. Action JL to follow up for the next meeting.</p> <p>B A level Data JL reported that information had been requested from Welsh Government but they had come back stating that this data was not currently available in a format that could be shared but it would be looked at for next year. The Board discussed the need for this data and stated that whilst data from schools on A level provision was submitted in a different format to that submitted by Further Education there would be a basic outline of what provision there was available in the region. Action: that a further letter be sent to Welsh Government requesting the data for A level provision.</p> <p>C CPD Event for teachers Following the meeting an approach had been made to ERW but no information had been received to date. Action: JL to chase ERW</p> <p>D RLSP Delivery Plans for Apprenticeship. JL read the letter that had been received from Welsh Government in relation to the budget allocated to deliver RSP priorities within apprenticeships. The Board discussed the content of the letter and were concerned that the issues raised had not been addressed. MJ reported that the rules had been changed and this had impacted on the delivery and there was a transfer of funds to the next financial year because of underspends in some areas.</p> <p>AW stated that the RLSP had identified priorities within the 2018 Employment and Skills Plan that were being delivered through the apprenticeship programme however some delivery bodies were unable to deliver the additional demand because the budget was not available. He stated that he was concerned that the demand was there but the expectations were not being managed. HM stated that there were a number of messages that required clarification and the letter did not clarify any of these questions: What the issues are about meeting the RLSP needs Breakdown of what is being delivered and where Is the money not spent this year being rolled over to the next financial year Action: HM to raise at the next Wales Apprenticeship Board and AW and MJ to provide information to HM to support his case to the Board.</p>	<p>JL</p> <p>JL</p> <p>JL</p> <p>HM</p>

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3	<p>Regional Employment and Skills Plan 2019</p> <p>JL referred to the specification received from Welsh Government for the 2019 plan. This year WG had asked RSP's to prepare a 3 year plan looking forward at the skills required across the region. JL stated that a considerable amount of data had been received from Welsh Government and there had been a good response from the employer survey. A total of 930 responses had been received to date however a further 250 who had responded last year were still being chased.</p> <p>TS stated that a large amount of the training was being delivered by micro businesses and he suggested that some of the funding should be made available to businesses.</p> <p>Reference was made to the fact that the plan influenced FE and workbased learning provision but there was a need to influence HE and school education to ensure that the whole picture was available to inform the plan.</p> <p>Action: to include a reference within the plan that RSP's should have information and influence on the whole education landscape and be given data to support all areas.</p>	JL
4.0	<p>Manager's Report</p> <p>A Nomination of Chair of the RLSP</p> <p>PG reported that three nominations had been received for the position and that the Chairs of the Cluster Groups and Chair of the Provider group had interviewed two candidates earlier that afternoon. PG stated that the group had been given time to consider their recommendations and he wanted to speak to the chairs who were not in attendance and he would be contacting the candidates later in the week.</p> <p>B Inquiry in the Regional Skills Partnership.</p> <p>JL reported that the report from the SQW review of RSP's had been received and circulated to the Board. The SQW review outlined a number of recommendations including:</p> <ul style="list-style-type: none"> a) That there should be 3 year cycles for the preparation of the Employment and Skills Plan b) There should be a more consistent and comprehensive approach to employer engagement. c) Employer voice needs to be strengthened in some areas. d) Longer term resourcing. e) RSPs should be a partnership between employers and providers. f) Undertake more work to address learner demand (as well as employer and provider) <p>The recommendations within the SQW review would be taken into consideration alongside the Inquiry by the</p>	

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	Economy, Infrastructure and Skills Committee. A further report would be presented to the Board when more details were available.	
5.0	<p>Qualifications Framework Review</p> <p>JL informed the Board that she had invited Qualifications Wales to address the Board on the review of the Qualifications in Wales and to inform the Board on the review of the Frameworks. Unfortunately they were unable to attend this meeting but would be invited to attend the next meeting.</p> <p>Action: Invite representative of Qualifications Wales and Welsh Government to future Board meetings to speak on the review of qualifications and frameworks.</p>	JL
6.0	<p>Swansea Bay City Deal Skills and Talent Intervention update</p> <p>JL stated that there had been no change since the last meeting but stated that it was anticipated that two of the projects would be going through for approval before the end of July. It was anticipated that the Skills and Talent project would follow that proposal possibly in September.</p>	
7.0	<p>Update from the Chairs of the Provider and Industry Cluster Groups.</p> <p>EM reported that the last cluster group had been cancelled and a new date was being scheduled soon. He stated that there was a demand for the level 2 and 3 food engineering/manufacturing qualification that was being introduced in Pembrokeshire college in September.</p> <p>BL reported that the provider group meeting had not met.</p> <p>TS stated that there was concern within the private sector because of the mixed messages around the county council contracts. There is a clear message that there is a need to keep people in their homes for longer.</p> <p>SWC reported that the uncertainty around Brexit was encouraging more people to stay in the UK for holidays. She raised the issue around the wording of qualifications and courses within colleges and apprentices and suggested that they were not enticing people to think of the courses as part of their career. The example used as cooking and hospitality catering and suggestion of chef training.</p> <p>HM stated that a cluster meeting had been held but had not been well attended however there had been a good discussion on the priorities of the sector. He reported that there had been a good response to the employer survey however RB suggested that the title of the survey and the language included therein needed to be looked at in future years to encourage more businesses to participate.</p>	

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	<p>Action: that the wording of future surveys be considered using business language and developing a hook on “what’s in it for the business”.</p> <p>JL reported that Business Wales generate data on skills requirements from all of the work that they do with new businesses however this information was not shared. She stated that the issue had been raised but there had not been a conclusion to date.</p> <p>Action: that an approach be made to Business Wales to encourage them to promote their involvement with the Regional Skills Partnerships to businesses that they work with.</p> <p>LW referred to a number of excellent project and research initiative being undertaken by the universities and the funding opportunities that were being promoted. She also referred to the skills that would be required by these projects that are currently not available.</p>	JL
8.0	<p>Future presentations.</p> <p>JL stated that Hans Sienz from the University had been invited to speak on the work that they are undertaking in relation to Artificial Intelligence.</p> <p>JL confirmed that Rhodri Griffiths the Chief Regional Officer would be attending the next meeting.</p>	
9.0	<p>Any Other Business</p> <p>a. Tourism – Industry in Crisis SWC reported that the Wales Tourism hospitality Industry Board and Visit Wales are working together to bring the tourism industry together around skills development.</p> <p>b. Colleges for the Future JL reported that an independent consultation had been commissioned to look at the Colleges of the Future. The main aim of the review was to look at what is needed from colleges of the future (10 years) and how will the learning change; what will college priorities be and how should they respond. Information on the consultation can be found on https://www.collegecommission.co.uk/</p>	
12.0	<p>Dates of next meeting: 29th July, Carmarthen– 2.00pm</p>	