

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

MINUTES OF MEETING

HELD ON

Thursday 16th May 2019 at 2pm

Present:

Name		Representing
Paul Greenwood	PG	Chair
Nicky Howells	NH	Chair of Energy
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
Mandy Ifans	MI	Working Wales
Phil Lumley	PL	Chair of Construction
Edward Morgan	EM	Chair of Food and Farming
Tony Sawyer	TS	Chair of Health and Social Care
Simon Jenkins	SJ	Further Education
Sharron Lusher	SH	Haven Waterway Enterprise Zone
Kim Phelps	KP	Welsh Government Observer
Donna Lewis	DL	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 Rob Basini Ceri Stephens Martin Nicholls Mark Jones (substituted by Simon Jenkins) Samantha Wilson-Croft Lynne Griffin Amanda Carr Rhys Morgan Barry Liles</p>	

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2.0	<p>Presentation – Growing Mid Wales Growth Deal</p> <p>The Chair welcomed Lisa Griffith from Powys County Council to the meeting.</p> <p>Lisa outlined the preliminary work that had already been undertaken with consultants which included consultation with businesses; interested bodies and public sector across the Mid Wales region. The Mid Wales Partnership and the Growth Deal are linked to develop the economic activity across the region and to develop new and innovative projects that do not already exist in the region. The aim is to create more, higher level jobs by attracting inward investment and developing opportunities to retain the young talent in the region. The Mid Wales Partnership will drive forward 3 themes and 8 programmes of projects to transform the rural economy. The themes are Innovative and Skilled Mid Wales; Competitive and Sustainable Mid Wales and Connected and Distinctive Mid Wales.</p> <p>The Growth Deal will be a 15 year capital funding but work will include supporting the existing foundational economy and the large number of micro businesses in the region. A number of key issues have already been identified including the declining population; the lack of available development land in Powys; export of young talent. The target of the deal would be to increase the GVA +5% ↔ GVA + £200m ↔ 4,300 jobs</p> <p> Structure of a growth deal.pptx</p> <p>There were however a number of innovative energy projects being developed through the University and private sector.</p>	

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3	<p>Presentation – Update on Apprenticeship Development</p> <p>The Chair welcomed Nicola Hunter from Welsh Government to the meeting.</p> <p>NH reported on the current apprenticeship delivery statistics for 2017/18 which amounted to 31,360 with the highest percentage in Healthcare and Public services. She referred to the breakdown in the levels with level 2 making up 42% of the total; level 3 42% and level 4 16%. The apprenticeship scheme is an all age model and as such 61% of the apprentices are between 25-39; 20% 16 – 19 and 19% 20 – 24.</p> <p>NH also referred to the degree apprenticeships in Digital which commenced in October 2018 with 100 apprentices recruited from 45 different businesses. In October 2019 the new Engineering and Advanced Manufacturing degree apprenticeship would be available.</p> <p>NH reported that there had been a considerable amount of Employer engagement and there was a need to manage the demand for Health, Early years and care, public sector, foundational economy and high value areas. A revised apprenticeship toolkit was issued in August 2018 and new framework values published in February 2019.</p> <p>NH referred to the new web platform and the new framework development process that would be introduced in April 2020. There was also a consultation on the review of the pathways which would be launched in the near future.</p> <div style="text-align: center;">  Update on Apprenticeships - 1€ </div>	
4.0	<p>Approve the Minutes of the last meeting</p> <p>The chair sought approval of the minutes of the last meeting held on the 11th April 2019.</p> <p>Agreed: that the minutes be approved as a correct record.</p> <p>Actions - 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.</p>	JL
5.0	<p>Manager's Report</p> <p>A Nomination of Chair of the RLSP</p> <p>JL reported that three nominations had been received for the position. JL suggested that a meeting of the chairs of the cluster group be convened following the main board meeting to discuss the appointment process.</p>	

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	<p>B Inquiry in the Regional Skills Partnership. JL reported that the Economy, Infrastructure and Skills Committee had met and the Minister for Education and FE Kirsty Williams and Minister for Economy and Skills Ken Skates had both been interviewed the day before. It was anticipated that the results of the reviews by the Economy Skills and Infrastructure Committee and SQW would form the basis of an action plan moving forward.</p> <p>C Employer Survey JL reported that to date 724 surveys had been completed, an increase of 300 from 2018. She reported that the highest number of returns was from the food and farming sector followed by Health and Social Care and Construction. There were very limited numbers from financial and professional services.</p>	
6.0	<p>Update on Regional Employment and Skills Plan 2019</p> <p>JL informed the Board that work on the three year plan had begun with writing of the policy section and this will include all the new areas that Welsh Government want to include – Brexit; Welsh Language and Low Carbon Wales.</p> <p>JL reported that the next round of cluster meetings have been arranged and employer engagement will continue through to the end of May. During the Cluster groups the above areas will be covered within the discussion together with reporting back the specific responses from businesses within their sector.</p> <p>JL referred to the new template, copy of which had been circulated, and stated that the recommendations would be made at the sector level as opposed to the course level. The main aim was to focus on the direction of travel that the RLSP was recommending for delivery. She referred to the template and spoke about the content for each section however the up to date statistics on the FE planned had not been received to date. She also stated that the apprenticeship template had not yet been received.</p> <p>The Board members asked for the A level school data which was important when making recommendations together with any vocational training within schools.</p> <p>Action: that Welsh Government be asked for the School A level data to inform the plan alongside the FE and work based learning data.</p>	JL/DL
6.0	<p>Update on the Wales Apprenticeship Board HM reported that he had attended the Board and that the majority of the areas discussed had been covered by the earlier presentation from Nicola Hunter. HM stated that the main areas covered at the meeting were:</p>	

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	<ul style="list-style-type: none"> • A new process to gather LMI which will help inform what new Apprenticeships should be commissioned • A plan to remove frameworks that have not been used in the last 3-years. These will be shared with the RLSP to see what reaction this generates • A new ICT platform to share what Apprenticeships are available & the intent is to link this to demand, to inform individuals, parents & employers of the opportunities available • Updated data on apprenticeship starts by sector, geography, level, gender and age • A Policy statement from the Deputy Minister for Skills <p>Action: Copies of papers to be circulated to Board members for information</p>	HM
9.0	<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 very soon. It was anticipated that the Skills and Talent project would follow that proposal possibly in September.</p>	
10.0	<p>Update from the Chairs of the Provider and Industry Cluster Groups.</p> <p>LW reported that the scheduled meeting of the cluster group had been cancelled due to lack of engagement. She suggested that it may be an opportune time to look at separate groups for HR; Finance and legal services to enable the group to be more focused on their specific areas as opposed to the general discussion. LW referred to the Swansea Business Club and she suggested that the RLSP should make contact. She also referred to the large areas within public services and queried whether the surveys were being completed by all areas within the public services to take into account any issues that they may have in the specific professional services.</p> <p>Action: to look at arranging group meetings with legal, financial and HR companies to discuss specific skills issues.</p> <p>HM reported that the next Cluster group had been arranged for Monday 20th May.</p> <p>PL outlined a proposal that had been developed for the construction sector to develop work placements and mentoring opportunities for students in college. He stated that he had been working with the head of building and construction in each of the colleges together with the construction companies and Cyfle to develop a system to support young people to get work experience whilst studying. PL stated that there had been support for the proposal and there was a need to discuss</p>	LW/JL



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	<p>funding and how this could be driven forward with the colleges and the employers. SJ stated that it was imperative that the correct people were around the table and this was not necessarily only the heads of department.</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. He stated that horticulture was an issue that was being raised as a skills shortage. He referred to the work being undertaken by Tasty Careers and the work with schools to promote the sector. EM also referred to the gap in food manufacturing training and options for apprenticeship within this field. The new course being delivered by Pembrokeshire college will go towards meeting this demand. The Board discussed in detail the delivery of careers advice in school and the importance of giving information to teachers. It was suggested that contact be made with ERW to establish whether a CPD event could be held for teachers to increase awareness of opportunities across all sectors. Action: that an approach be made to ERW to establish whether a CPD event could be held for teachers to increase awareness of what skills are required in the different sectors and the opportunities available.</p> <p>TS reported that he would be attending a Workforce Wales meeting during the next few days and a Cluster group was scheduled for the following week.</p>	JL
11.0	<p>Future presentations. The Board suggested inviting Lee Waters Deputy Minister for Economy and Transport to speak on the foundational economy work. JJ also suggested inviting Hans Sienz from the University to speak on the work that they are undertaking in relation to Artificial Intelligence. The Board also suggested Sophie Howe, Commissioner for the Wellbeing and Future Generations Act to speak on the circular economy.</p>	
12.0	<p>Any Other Business</p> <p>a. SDF/SPP SJ reported that there will be one fund moving forward and planning was currently starting on what qualifications need to be updated. Action: Simon be invited to attend the meeting of the Chairs and Provider group to give an update on the process. SJ referred to the possible extension to the Skills for Industry funding until 2023.</p> <p>b. RLSP delivery plans for Apprenticeships. AW reported that the £5 million budget for delivering the RLSP priorities was being reported as being under-spent and any remaining budget transferred into the</p>	

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	<p>next academic year. If this is the case then this should be a concern for the RLSP given the budget pressure on current Apprenticeship delivery.</p> <p>Action: That a letter be sent by the chair on behalf of the Board expressing their concern and seeking clarification on the matter.</p>	<p>JL</p>
<p>12.0</p>	<p>Dates of next meeting: 24th June, Carmarthen -2.30pm 29th July, Llanelli – 2.00pm</p>	