

## HotSW LEP People Group Meeting

Monday 26 March 2018 - 0930 - 1130  
Cullompton Community Centre, EX15 1JX

### Attendees

Fiona McMillan (Chair)  
Keri Denton  
Eifion Jones  
Edward Coley  
Sharron Robbie  
Bill Blythe  
Diane Dimond  
Khristine Norton  
Stacey Heath  
Heidi Hallam  
Mark Sheppard  
Jamie Evans  
Rod Davis  
Sally Kittle  
Fiona Parsons  
Julie Hawker

### Organization

EDF Energy / Business Forum Representative  
HotSW LEP  
HotSW LEP  
Plymouth City Council  
Devon and Cornwall Training Provider Network  
Northern Devon  
Petroc / College Representative  
Devon County Council  
Torbay DA (HotSW Construction Lead)  
HotSW LEP  
Waitrose  
Devon County Council  
Dorset & Somerset Training Provider Network  
DWP  
Apprenticeship Ambassador Network  
By Invitation - Digital Skills Partnership/Cosmic

### Apologies

Helen Lacey  
Dale Edwards  
Deborah Passmore  
Chris Evans  
Ben Nield  
Elaine Cook  
Helena Davison  
Andrew Dean  
Diane Dimond

Red Berry Recruitment  
Somerset Chamber of Commerce  
Torbay Development Agency  
University of Exeter  
University of Exeter  
Devon Communities Together  
HotSW LEP  
University of Exeter  
Petroc

Creating opportunities in Devon, Plymouth, Somerset and Torbay

| Ref. | Agenda items:   |    |
|------|---|----|
| 1.   | Welcome, Apologies & Declarations of Interest   | FM |
| 2.   | Minutes of People Group 15 January Meeting  | FM |
|      | <ul style="list-style-type: none"> <li>• Construction Skills - to be covered</li> <li>• Flexible learning</li> <li>• IoTs - to be covered</li> <li>• Careers advice - to be covered, also have larger item on the next agenda</li> <li>• Apprenticeships - to be covered</li> <li>• Great South West Skills Conference - to keep on agenda for next meeting</li> <li>• Building better opportunities</li> </ul> |    |
| 3.   | Matters arising   |    |
|      | <ul style="list-style-type: none"> <li>• Productivity Strategy               <ul style="list-style-type: none"> <li>○ The strategy was delivered to the LEP Board recently, and the Joint Committee Board on</li> </ul> </li> </ul>   |    |

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|  | <p>Friday (23<sup>rd</sup> March). It has been approved by the LEP Board.</p> <ul style="list-style-type: none"> <li>○ Delivery is now key</li> <li>○ Meeting of the three chairs of the LEP Leadership groups to discuss what the LEP can do.</li> <li>○ Conversations are being had about the delivery plan to take forward.</li> <li>○ Open workshops in the broader area.</li> <li>○ No readily identifiable “pot of money”.</li> <li>○ There has been a lot of consultation on the plan.</li> <li>○ The Productivity Plan will be picked up on the agenda of the next meeting in May.</li> </ul> <ul style="list-style-type: none"> <li>● LEP Review <ul style="list-style-type: none"> <li>○ A review is being undertaken nation-wide by the Government, on the function of LEPs to discover what they can be best used for.</li> <li>○ Ongoing publication, to be shared after local elections.</li> <li>○ Judith Petz is on the interview panel.</li> </ul> </li> <li>● Mary Ney Review <ul style="list-style-type: none"> <li>○ Review of LEPs .</li> <li>○ Results published in October 2017.</li> <li>○ LEP PLG shouldn't be “caught” by rules regarding publishing of documents/format etc.</li> <li>○ May not need to “abide” by rules.</li> </ul> </li> <li>● Delivery Plan <ul style="list-style-type: none"> <li>○ Principles for Delivery Plan in broader terms.</li> <li>○ Delivery plan is outcome focussed.</li> <li>○ Must add value, rather than duplicating pre-existing plans.</li> <li>○ Recognise different geographies in different areas.</li> <li>○ Core offer to be made available to all areas.</li> <li>○ Moving forwards South West agenda.</li> </ul> </li> </ul> | <p>Action:<br/>Principles<br/>Agenda and<br/>structure<br/>diagram to be<br/>shared.</p> <p>Action: by next<br/>LEP PLG meet</p> |
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|    | <ul style="list-style-type: none"> <li>Joint meeting to be held with the Business Group</li> </ul>   | information to be circulated regarding PLG's contribution to Delivery Plan |
| 4. | Construction Skills  | Stacey Heath   |
|    | <p><b>Please see accompanying slides to Stacey's presentation for facts and figures.</b></p> <ul style="list-style-type: none"> <li>Traffic light system shows that the South West isn't currently doing very well.</li> <li>Building Plymouth only have two full time members of staff - man hours are needed.</li> <li>Apprenticeship Agency - a group of apprentices employed by larger groups could be pulled out to smaller SMEs. This would give them a feel for work in a variety of companies. Tapping in to sub-contractors.</li> <li>Review of standards over the next year.</li> <li>People are interested but resourcing is an issue.</li> <li>Improve productivity - productivity plan procurement.</li> <li>Hubs will be announced by the Prime Minister on 29<sup>th</sup> March. There will also be a knowledge transfer seminar around the week of the 17<sup>th</sup> April, and a collaboration day on the 27<sup>th</sup> April.</li> <li>HotSW needs to make a case and become key player to be able to benefit.</li> <li>The South West is one of the highest growth areas in Construction Employment and opportunities, second only to Wales.</li> <li>The skills gap will only get worse as it gets accentuated. The risk for some projects is massive.</li> </ul> |  |



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|           | <ul style="list-style-type: none"> <li>• The University of Exeter has a small amount of funding for construction.</li> <li>• Monitor the impact of BREXIT.</li> <li>• Wide geographic base - some people will gain whilst others will not.</li> <li>• There is currently full funding for full time 16-18 students studying L1-L3 construction to aid them to build up to apprenticeship level.</li> <li>• There is currently a large gender gap in construction.</li> </ul>  |                      |
| <b>5.</b> | <b>Apprenticeships and the Apprenticeship Ambassador Network</b>  | <b>Fiona Parsons</b> |
|           | <p><b>Please see accompanying slides to Fiona’s presentation for facts and figures.</b></p> <ul style="list-style-type: none"> <li>• South West Apprenticeship Ambassador Network (AAN)</li> <li>• 9 regional networks, chaired by Jason Holt.</li> <li>• Targeting employers currently without apprentices, and now there are 500 employers nationwide.</li> <li>• 10 years ago, there were 18 networks, driven by the enthusiasm of their chairperson.</li> <li>• Nigel Fenn and Becca Furston are the South West regional network leaders, who feed in to the larger South West group from smaller local groups.</li> <li>• National Apprenticeship Week was held two weeks ago.</li> <li>• Hoping for National Apprenticeship Network to support graduation ceremonies for the next few years. Currently looking at two ceremonies a year in the South West - one in the north and one in the south.</li> <li>• The apprenticeships levy is slowly being spent. Not enough for levy-paying businesses.</li> <li>• There is a template business plan which all nine AANs have completed.</li> <li>• Employer networking events are being set up to identify new employers to work with.</li> <li>• Ambassadors are all volunteers, who commit to attending quarterly meetings and four events a year.</li> </ul> |                      |

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|           | <ul style="list-style-type: none"> <li>• Young Ambassador Network was launched in 2017 by Anne Milton at the Skills Show.</li> <li>• Need more YANs in the South West. The goal is to have 50 apprentices in place by the summer.</li> <li>• Looking at equality and diversity and working with minority groups.</li> <li>• Live broadcasts have been held by organisations, reaching 500-600 young people.</li> <li>• Collaboration is key in creating working partnerships.</li> <li>• LEP People Leadership Group could align with National Apprenticeships Service and help with events/activities and spreading the word.</li> </ul> | Action: future agenda item for Fiona Parsons to attend LEP PLG with the new chair and provide further updates. |
| <b>6.</b> | <b>Level 4/5 Consultation</b>   |  |
|           | <ul style="list-style-type: none"> <li>• DfE led - HotSW arranged this additional SW event on top of London and Sheffield.</li> <li>• Lesser known qualifications.</li> <li>• Public and local authorities don't understand what level 4/5 entails, such as foundation degrees.</li> <li>• About upskilling staff/workforce.</li> <li>• More information on progression routes.</li> <li>• Informal consultations to take place to fact find.</li> <li>• Misunderstanding of what levels actually mean from an employer point of view - need equivalents in a matrix type format.</li> </ul>  | EAN/CEC to be discussed next meeting.  |
| <b>7.</b> | <b>ESF</b>  |  |
|           | <ul style="list-style-type: none"> <li>• The team has been working on next steps in preparation for the launch of open calls for funding - launching bidding process.</li> <li>• DWP on 16<sup>th</sup> April about shaping the next steps.</li> <li>• Resourcing and managing calls - discussions ongoing with SCC over technical assistance, with paper due to go forward in mid-April.</li> <li>• LEP is exploring Apprenticeship Levy as match.</li> <li>• Timescale depends on a response from DWP.</li> </ul>   | <p>To be discussed further at next meeting.</p> <p>Action: Paper to be circulated.</p>                         |



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| 8. | Programme Updates  |                                   |
|    | <ul style="list-style-type: none"> <li>• Digital Skills Partnership - announced by DCMS as being one of two national pilots now in place. Ours expected to formally launch in May/June. DCMS are providing funding to employ a Digital Skills manager for one year. Meetings are being held with DCMS regularly to identify next steps. Cross department discussions and major corporate links. There are four groups nationally, chaired by Margo James and Phil Smith. There is a 5-step approach at national level, which HotSW is following. 25 organisations have been engaged, and there has been a lot of interest in training provider networks. The NHS and UK Hydrographic office are amongst those who have been invited.</li> <li>• Now looking at commencing evidence study across HotSW mapping employer needs vs. training provision</li> </ul> | Action: Julie to provide summary. |
| 9. | CLP and IoT  |                                   |
|    | <ul style="list-style-type: none"> <li>• Phill Adams attended a workshop, which was one of four in a national pilot. HotSW LEP is currently the most advanced and developed.</li> <li>• CLP - delivery of qualification outreach. Learn Devon and Petroc are currently helping deprived in North Devon, Plymouth, and Torbay, particularly within the 25-35 age bracket. This is still currently in early days, so an update will follow in due course.</li> <li>• IoT bid has been submitted for FE and HE digital skills, engineering, and manufacture. It is a competitive process. Joint Committee on 23<sup>rd</sup> March secured support. The timescale has not been set yet but expecting April-May.</li> </ul>  |                                   |

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