

AGENDA

SWLEP Skills & Talent Subgroup

Date: Monday, 13 January 2020

Time: 2pm – 3.30pm

Venue: Lacock Suite, Lackham House, Wiltshire College & University Centre, Lacock, Chippenham, SN15 2NY

Attending:	Mike Ashworth (MS) Paddy Bradley (PB) Sally Burnett (SB) Amanda Burnside (AB) Chris Dutton (CD) Matt Eade (ME) Ian Gardener (IG) - tent Iain Hatt (IH) Mike Holliday (MH) Helean Hughes (HH) - tent Guy Keith-Miller (GKM) Carole Kitching (CK) Ruth Lambert (RL) Matt Leach (ML) Karen Leigh (KL) - tent Andrew Lord (AL) Mandy Paterson (MP) Ash Nandurkar (AN) - tent Jean Scrase (JS) Andrew Steele (AS) Mandy Timbrell (MT) – representing Helean Hughes Phil Townsend (PT) Steve Wain (SW) - tent Adam Wallbank (AW) Peter Wragg (PW)
Guests:	Katie Cross (KC) tent / Shona Taylor (ST) – tent / Keeran Vetriko (KV) - tent
Apologies:	
Chair:	Amanda Burnside (AB)
Minutes:	Deborah House (DKH)

Item	Timing	Topic	Papers	Lead
1.	2pm	Welcome and Introductions		AB
2.	2.05pm	Minutes of the meeting of 4 November 2019 <ul style="list-style-type: none"> • matters arising and • Conflicts of Interest 	Paper 2	AB
3.	2.20pm	SWLEP Skills Plan	Presentation	PB



Item	Timing	Topic	Papers	Lead
5.	3.20pm	AOB		ALL
		Date of next meeting Monday, 9 March 2020, 2pm-4pm Lacock Suite, Lackham House, Wiltshire College & University Centre, Lacock, Chippenham, SN15 2NY		
		Future meetings: <ul style="list-style-type: none">• Monday, 18 May – 2pm-4pm Lacock Suite, Lackham House, Wiltshire College & University Centre, Lacock, Chippenham, SN15 2NY• Monday, 13 July – 2pm-4pm Rooms D001/D002, Wiltshire College & University Centre, Cocklebury Road, Chippenham, SN15 3QD• Monday, 14 September – 2pm-4pm Location to be advised• Monday, 9 November – 2pm-4pm Location to be advised		
	3.30pm	Close of meeting		



Membership:	<p>Amanda Burnside (AB) – Chair and Principal of Wiltshire College & University Centre</p> <p>Paddy Bradley (PB) – Director, SWLEP</p> <p>Sally Burnett (SB) – Swindon Borough Council Skills Lead</p> <p>Chris Dutton (CD) - representing WASSH</p> <p>Helean Hughes (HH) – Director, Education & Skills, Wiltshire Council</p> <p>Steve Wain (SW) – Principal, Swindon College</p> <p>Carole Kitching (CK) – Principal, New College Swindon</p> <p>Iain Hatt (IH) - Wiltshire College</p> <p>Mike Holliday (MH) – Gloucester and Wiltshire Partnership of Training Providers</p> <p>Mandy Paterson (MP) – Inspire and Chair of Wiltshire skills, education, employment skills board</p> <p>Chair of the Swindon skills and employment board – name yet to be advised</p> <p>Peter Wragg (PW) – SWLEP Board Director, Deputy Chair</p> <p>Karen Leigh (KL) – SWLEP BEIS Representative</p> <p>Mike Ashworth (MA) – DfE</p> <p>Ian Gardener (IG) – DWP</p> <p>Andrew Steele (AS) – representing SASH</p> <p>Guy Keith-Miller (GK-M)– representing HEI Pathways & Provisions Group</p> <p>Employers</p> <p>Representative from Gooding Accounts</p> <p>Matt Eade (ME) - Representative from MoD</p> <p>Andrew Lord (AL) – Alabaré</p> <p>Ruth Lambert (RL) – Business Representative Organisations’ Group (BROG)</p> <p>Matt Leach (ML) - Beards Construction</p> <p>Ash Nandurkar (AN) - Wavin</p> <p>Jean Scrase (JS) - NHS Salisbury</p> <p>Phil Townsend (PT) – Littelfuse</p> <p>Adam Wallbank (AW) - Siemens</p>
Guests:	<p>Katie Cross (KC)*</p> <p>Shona Taylor (ST)*</p> <p>Mandy Timbrell (MT) – Wiltshire Council, Acting Head Employment and Skills – representing Helean Hughes</p> <p>Keera Vetriko (KV)</p> <p> *=when required</p>