

AGENDA

SWLEP Skills & Talent Subgroup

Date: Tuesday, 8 March 2022

Time: 2pm – 4pm

Venue: Via video / teleconference using Microsoft Teams link on calendar invite

Name	Role	Attendance
Alison Thorpe	DfE	Apologies
Paddy Bradley (PB)	Chief Executive Officer, SWLEP	Apologies
Sally Burnett (SB)	Swindon Borough Council Skills Lead	
Doug Gale (DG)	SWLEP Board Director, Qinetiq	Apologies
Iain Hatt (IH)	Wiltshire College & University Centre	✓
Mike Holliday (MH)	Gloucester and Wiltshire Partnership of Training Providers	Tentative
Col Gary McDade (GMC)	Commander South West	Apologies
Helean Hughes (HH)	Director, Education & Skills, Wiltshire Council	
Georgina Keily-Theobald (GK-T) OR Ian Tucker (IT)	representing Wiltshire Association of Secondary School Heads (WASSH)	✓
Guy Keith-Miller (GK-M)	representing HEI Pathways & Provisions Group	✓
Emily Manser (EM)	Cities & Local Growth Unit Representative	✓
Carole Kitching (CK) - Chair	SWLEP Board Director and Principal, New College Swindon	✓
Mandy Paterson (MP)	Inspire by Wessex Chamber and Chair of Wiltshire skills, education, and employment skills board	✓
Andrew Steele (AS)	representing Swindon Association of Secondary Heads (SASH)	Tentative
Karen Taylor (KT)	DWP	✓
Mandy Timbrell (MT)	Wiltshire Council, Head Employment and Skills and SWLEP Skills Lead	✓
Employers		
Name yet to be advised	Representative from Gooding Accounts	
Howard Deighton (HD)	Siemens	
Rick Kavanagh (RK)	Representative from MoD	
Andrew Lord (AL)	Alabaré	✓

Name	Role	Attendance
Ruth Lambert (RL)	FSB, representing the SWLEP Business Intelligence & Network Group (BING)	Apologies
Matt Leach (ML)	Beards Construction	Apologies
Ash Nandurkar (AN)	Wavin	
	NHS Salisbury	
Phil Townsend (PT)	Littelfuse	Apologies
Guests		
Cheryl Cole (CC) and Mik Belcher (MB)	Seetec Pluss	✓✓
Amanda Peach (AP) and / or Laura Arlott (LA)	SWLEP Enterprise and Skills Advisers	✓✓
Shona Taylor (ST),	Swindon & Wiltshire Careers Hub Lead	
James Tindale (JT)	Emsi Burning Glass	
Chair:	Carole Kitching (CK)	
Minutes:	Deborah House (DKH)	

Item	Timing	Topic	Papers	Lead
1.0	2pm	Welcome, introductions and Conflicts of Interest		CK
2.1	2.02pm	Minutes of the meeting of 12 January 2022	Paper 2.1	CK
2.2		Matters arising: <ul style="list-style-type: none"> Prof MD and AP to hold conversation offline regarding STEM returners and training. HW and LA to contact Prof MD to discuss opportunities arising from the creation of the masters course called Zero Carbon Futures. COMPLETED PB to draft report on the meeting discussions for further consideration. ON AGENDA 	Paper 2.2	CK
3.0	2.05pm	Green Skills and Jobs		
3.1		<ul style="list-style-type: none"> summary report 	Paper 3.1	CK
3.2		<ul style="list-style-type: none"> Highways England potential project 	Verbal	MT

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3.3		<ul style="list-style-type: none"> AOC climate action roadmap https://www.eauc.org.uk/fe_roadmap 	Verbal	IH
4.0	2.30pm	Institute of Technology – the story to date and future intentions	Presentation	CK
5.0 5.1 5.2 5.3 5.4 5.5	2.45pm	Policy, performance and bidding updates <ul style="list-style-type: none"> LMI Skills Bill Digital bootcamps Careers Hub UK Shared Prosperity Fund – local opportunities UK Shared Prosperity Fund: pre-launch guidance - GOV.UK (www.gov.uk) 	Presentation	JT CK MT ST MT
6.0	3.45pm	Planning for a themed meeting on Apprenticeships	Verbal	ALL
7.0	3.55pm	AOB	Verbal	ALL
		Date of next meeting Thursday, 19 May – 10am to 12noon Via video / teleconference call		
		Meetings for 2022 Thursday, 14 July – 10am to 12noon Wednesday, 14 September – 10am to 12noon Wednesday, 9 November – 10am to 12noon All meetings will take place via video / teleconference call until further notice.		
	4pm	Close of meeting		