

AGENDA

SWLEP Skills & Talent Subgroup

Date: Thursday, 12 January 2022

Time: 10am – 12 noon

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

Name	Role	Attendance
Alison Thorpe	DfE	✓
Paddy Bradley (PB)	Chief Executive Officer, SWLEP	✓
Sally Burnett (SB)	Swindon Borough Council Skills Lead	
Doug Gale (DG)	SWLEP Board Director, Qinetiq	
Iain Hatt (IH)	Wiltshire College & University Centre	✓
Mike Holliday (MH)	Gloucester and Wiltshire Partnership of Training Providers	Apologies
Col Nev Holmes (NH)	Commander South West	Tentative
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)	✓IT
Guy Keith-Miller (GK-M)	representing HEI Pathways & Provisions Group	✓
Anwen Jones (AJ)	SWLEP's BEIS 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)	Apologies
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)	✓
Matt Leach (ML)	Beards Construction	
Ash Nandurkar (AN)	Wavin	
Nicola Summerhill (NS)	NHS Salisbury	Apologies
Phil Townsend (PT)	Littelfuse	✓
Guests		
Victoria Burvill (VB) and Elizabeth Read (ER)	Wiltshire Council Climate Team	✓✓
Prof Matt Davidson (MD)	University of Bath	
Rob Fulford (RF)	Swindon Borough Council	
Amanda Peach (AP) and / or Laura Arlott (LA)	SWLEP Enterprise and Skills Advisers	✓
Debby Skellern (DS)	SWLEP Director of Strategy & Policy	
Shona Taylor (ST) and Rose Hiron-Grimes (RH-G)	Swindon & Wiltshire Careers Hub Lead	✓✓
James Tindale (JT)	Emsi Burning Glass	✓
Hugh Williams (HW)	SWLEP Business Navigator Green Agenda	✓
Chair:	Carole Kitching (CK)	
Minutes:	Deborah House (DKH)	

Item	Timing	Topic	Papers	Lead
1.0	10am	Welcome, introductions and Conflicts of Interest		CK
2.1	10.02am	Minutes of the meeting of 11 November 2021	Paper 2.1	CK
2.2		Matters arising: From previous meeting on 11 November: <ul style="list-style-type: none"> • More insight would be given on LMI in January on specific areas of focus. ON AGENDA 	Paper 2.2	CK
3.0	10.05am	Labour Market Intelligence (LMI)	Presentation	JT
3.0	10.25am	Business perspective on skills for the green economy	Presentation	PT
4.0	10.40am	Summary of available national research of potential Green skills jobs	Presentation	PB

Item	Timing	Topic	Papers	Lead
5.0	10.50am	iCAST skills and jobs	Verbal	MD
6.0	11.05am	The Careers Hub and schools: building knowledge and understanding of jobs in the green economy	Verbal	ST / RH-G
7.0	11.15am	Greening existing jobs and upskilling staff	Presentation	HW/LA
8.0	11.25am	The local authority perspective on their need for green skilled staff and engagement with businesses	Verbal	RF / VB and ER
9.0	11.40am	Plan for Growth update	Verbal	DS
10.0	11.50am	Summary of points and follow-up actions	Verbal	CK
11.0	11.55am	AOB	Verbal	ALL
		Date of next meeting Tuesday, 8 March – 2pm to 4pm Via video / teleconference call		
		Meetings for 2022 Thursday, 19 May – 10am to 12noon 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.		
	12 noon	Close of meeting		