

AGENDA

SWLEP Skills & Talent Subgroup

Date: Thursday, 13 July 2023

Time: 10am – 12 noon

Venue: Online

| Name | Role | Attendance |
|--|--|------------------|
| Chris Van Roon (CVR) | DfE | |
| Paddy Bradley, MBE (PB) | Chief Executive Officer, SWLEP | ✓ |
| Sally Burnett (SB) | Swindon Borough Council Skills Lead | |
| Doug Gale (DG) | SWLEP Board Director and Qinetiq | |
| Iain Hatt (IH) | Wiltshire College & University Centre | ✓ |
| Mike Holliday (MH) | Gloucester and Wiltshire Partnership of Training Providers | Tentative |
| Col Gary McDade (GMc) | SWLEP Board Director and Commander South West | ✓ |
| Helean Hughes (HH) | Director, Education & Skills, Wiltshire Council | |
| Rod Bell (RB) OR Ian Tucker (IT) | representing Wiltshire Association of Secondary School Heads (WASSH) | ✓ (RB) ✓ (IT) |
| Guy Keith-Miller (GK-M) / Simon Flenley (SF) | 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 Co-chair of Wiltshire skills, education, and employment skills board | Apologies |
| Andrew Steele (AS) | representing Swindon Association of Secondary Heads (SASH) | ✓ |
| Sally Cook (SC) / Danielle Dougherty (DD) | DWP | ✓ |
| Katie Cross (KC) | Wiltshire Council | |
| Employers | | |
| Name yet to be advised | Representative from Gooding Accounts | |



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|--|--|------------|
| Rick Kavanagh (RK) | Representative from MoD | |
| Ruth Lambert (RL) | FSB, representing the SWLEP Business Intelligence & Network Group (BING) | ✓ |
| Matt Leach (ML) | Beards Construction | |
| | NHS Salisbury | |
| Phil Townsend (PT) | Littelfuse | ✓ |
| Cheryl Cole (CC) / Mik Belcher (MB) | Seetecplus | |
| Guests | | |
| Laura Arlott (LA) / Chris Stevens (CS) Comms | SWLEP Ltd | ✓ ✓ |
| Darryn Hedges (DH) | Green Labyrinth | ✓ |
| Darran Marks (DM) | Institute of Technology (IoT) | |
| Shona Taylor (ST) | Swindon & Wiltshire Careers Hub | |
| Karen Taylor (KT) | DWP | ✓ |
| Matt Tudge (MTu) | Business West - LSIP Designated Employer Representative Body | ✓ |
| 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 | 10.05am | Minutes of the meeting of 18 May 2023. | Paper 2.1 | CK |
| 2.2 | | <p>Matters arising:</p> <ul style="list-style-type: none"> Action: Sally Cook and Matt Tudge to discuss offline on how feedback was sought from the hardest to reach groups. <i>Update:</i> Action: Sally Cook of DWP requested if Multiply resources could be shared with the JobCentre to enable staff to broker the introduction of the programme to clients. She would make the | | CK |



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| | | introduction to the staff member responsible. <i>Update:</i> <ul style="list-style-type: none">Action: DKH to issue presentations to members and guests of the Subgroup when received. COMPLETEDAction: Green Labyrinth to be asked to make a presentation on its work at the next meeting. ON AGENDA | | |
| 3.0 | 10.10am | Local Skills Improvement Plan (LSIP) Update and confirmed next actions which can be shared ahead of the launch 18 July. | Verbal | MTu |
| 4.0 | 10.20am | Financial health and growth potential of businesses in Swindon and Wiltshire | Presentation | PB |
| 5.0 | 10.40am | Careers Hub update | Presentation | ST |
| 6.0 | 10.55am | The work of Green Labyrinth | Presentation | TBC |
| 7.0 | 11.20am | In work progression and the wider DWP offer | Presentation | KT |
| 8.0 | 11.40am | The use of augmented reality and other enhanced technologies in skills development | Presentation | LA |
| 9.0 | 11.55am | AOB | Verbal | ALL |
| | | Date of next meeting Wednesday, 13 September – Wiltshire College & University Centre, Salisbury | | |
| | | Futures dates for 2023: Wednesday, 8 November- online | | |
| | 12 noon | Close of meeting | | |