



AGENDA

SWLEP Skills & Talent Subgroup

Date: Tuesday, 7 March 2023

Time: 2pm – 4pm

Venue: online via Microsoft Teams

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, Qinetiq	
Iain Hatt (IH)	Wiltshire College & University Centre	✓
Mike Holliday (MH)	Gloucester and Wiltshire Partnership of Training Providers	
Col Gary McDade (GMc)	Commander South West	Apologies
Helean Hughes (HH)	Director, Education & Skills, Wiltshire Council	✓
Rod Bell (RB) OR Ian Tucker (IT)	representing Wiltshire Association of Secondary School Heads (WASSH)	
Guy Keith-Miller (GK-M) / Simon Flenley (SF)	representing HEI Pathways & Provisions Group	
Emily Manser (EM) and Jenna Hunt (JH)	Cities & Local Growth Unit Representative	EM and JH apologies
Carole Kitching (CK) - Chair	SWLEP Board Director and Principal, New College Swindon	Apologies
Mandy Paterson (MP)	Inspire by Wessex Chamber and Co-chair of Wiltshire skills, education, and employment skills board	✓
Andrew Steele (AS)	representing Swindon Association of Secondary Heads (SASH)	
Sally Cook (SC) / Karen Taylor (KT) / Daniella Dougherty (DD)	DWP	KT apologies Sally Cook ✓
Katie Cross (KC)	Wiltshire Council	✓
Employers		
Name yet to be advised	Representative from Gooding Accounts	
Rick Kavanagh (RK)	Representative from MoD	



Name	Role	Attendance
Ruth Lambert (RL)	FSB, representing the SWLEP Business Intelligence & Network Group (BING)	✓
Matt Leach (ML)	Beards Construction	
	NHS Salisbury	
Phil Townsend (PT)	Littelfuse	✓
Mik Belcher (MB) and Cheryl Cole (CC)	Seotecplus	
Guests		
Laura Arlott (LA) / Rachel Sweet (RSw) / Amy Wetherill (AW)	SWLEP Ltd	✓ ✓
Jo Grenfell (JG)	Wiltshire College & University Centre	✓
Emily Hughes (EH), Wiltshire Council	Multiply Programme Lead	✓
Darran Marks (DM)	Institute of Technology (IoT)	
Shona Taylor (ST)	Swindon & Wiltshire Careers Hub Lead	✓
Matt Tudge (MTu)	Business West - LSIP Designated Employer Representative Body	✓
Basit Mohammed (BM) / Prof Ian White (IW)	SWLEP Directors	✓ ✓
Chair:	Paddy Bradley (PB)	
Minutes:	Deborah House (DKH)	

Item	Timing	Topic	Papers	Lead
1.0	2pm	Welcome, introductions and Conflicts of Interest		PB
2.1	2.05pm	Minutes of the meeting of 11 January 2023.	Paper 2.1	PB
2.2		Matters arising: <ul style="list-style-type: none"> Action: CK and DKH to co-ordinate creation of LSIP Steering Group. IN TRAIN GK-M and DM to speak offline regarding maintaining IoT technology and recently announced second round of funding. 		PB



Item	Timing	Topic	Papers	Lead
3.0	2.10pm	Local Economic Assessment (LEA) update	Verbal	PB
4.0	2.20pm	Labour Market Intelligence (LMI)	Presentation	PB
5.1	2.45pm	Local Skills Improvement Plan (LSIP) update	Presentation	MTu
5.2	3pm	LSIP Steering Group update	Verbal	PB
6.0	3.10pm	Careers Hub update	Presentation	ST
7.0	3.30pm	Multiply programme update	Presentation/ verbal	EH
8.0	3.45pm	Apprenticeship campaign and SWLEP Computer Coding Challenge 2023	Verbal	LA
9.0	3.55pm	AOB	Verbal	ALL
		Date of next meeting Thursday, 18 May – at Business Cyber Centre, Chippenham		
		Futures dates for 2023: Thursday, 13 July – online Wednesday, 13 September – Wiltshire College & University Centre, Salisbury Wednesday, 8 November- online		
	4pm	Close of meeting		