

**MINUTES**  
**DRAFT**
**DORSET LOCAL ENTERPRISE PARTNERSHIP**  
**SKILLS ADVISORY PANEL AND BOARD**
**6 June 2022, 2 – 4 pm**  
**Virtual meeting**
**Board Attendees:**

- Luke Rake, Kingston Maurward College, Chair (LR)
- David Matthews, Upton Beach Consulting (DM)
- Heidi Cooper-Hind, Arts University Bournemouth (HCH)
- Jim Andrews, Bournemouth University (JA)
- Julia Howe, Weymouth College (JH)
- Lesley Haig, AECC (LH)
- Lesley Spain, Skills and Adult Community Education (LS)
- Marie Boyce, DWP (MB)
- Phil Sayles, Bournemouth and Poole College
- Rebecca Davies, Dorset LEP Head of Enterprise, Skills And Industry (RD)
- Richard Renaut, University Hospitals Dorset NHS Foundation Trust (RR)
- Rod Davis, Dorset and Somerset Training Providers (RoD)
- Tim Ford, Independent Director (TF)

**Also present:**

- Mira Koseva, Dorset LEP Skills Analyst (MK)

**Apologies:**

- Adrian Trevett, Bournemouth, Christchurch and Poole Council (AT)
- Jon Bird, Dorset Council (JB)
- Hugh Joseph, Air Bearing Solutions (HJ)
- Nicola Newman, Dorset Chamber (NN)

Item	Welcome, introductions and apologies	Action
1	LR opened the SAP Board proceedings with a round of introductions and noting apologies.	
<b>2</b>	<b>Minutes, Actions and Matters Arising</b>	
	The 7 March 2022 meeting minutes were agreed and advised to be published as final. Actions were reviewed with no matters arising. Action plan review to be revisited when more clarity on LSIP requirements.	MK: Publish minutes
<b>3</b>	<b>Place</b>	
3.1	<b>Rural Economy report briefing</b>  <a href="#">Levelling up the rural economy - APPG report 2022 ONLINE pdf (cla.org.uk)</a>	

<p>3.2</p>	<p>LR recommended a piece of work commissioned by the all-party parliamentary group for rural economy, which mirrors many of the rural challenges picked up back in 2017 when Dorset was involved to contribute to the rural skills productivity commission.</p> <p><b>Dorset and Somerset Training Providers Network (DSTPN) update</b></p> <p>RoD gave a run through the network activities including:</p> <ul style="list-style-type: none"> <li>- First face-to-face network meeting discussing a range of matters, i.e national apprenticeship service approach to engaging employers, levelling up, etc.</li> <li>-The ASK project - working in schools across Somerset to raise awareness on apprenticeships, T levels and traineeships - has been funded for another year.</li> <li>-Dorset apprenticeship awards have been delivered in partnership with Dorset Chamber.</li> <li>-The provider directory and skills elevator resources have been widely adopted and very well-received.</li> </ul> <p>the cap of 10 policy which DSTPN is actively lobbying to overturn</p> <p><u>Comments</u></p> <p>Asked on key post-pandemic challenges for providers, RoD mentioned significant inflationary pressures, rising costs of delivery and staffing/ recruitment concerns, as well as adult education uptake/ spend. The adult education engagement and budget treshhold issues were confirmed across the sector.</p>	
<p>3.3</p>	<p><b>Multiply update</b></p> <p>LS presented Multiply – the first skills priority of the UK Shared Prosperity Fund aiming to improve adult numeracy skills. Multiply will take up all the UK SPF skills activities over first next two years, while a strand of local skills activities will be rolled out for commissioning in year three.</p> <p>Multiply allocates funds to local areas (£1.72m – BCP Council, £1.57m Dorset Council over the three years) to deliver numeracy interventions, building on what is already available through AEB. The fund allows providers to be innovative and use experimental modes of delivery including online, classroom, hybrid, and learning apps, to promote maths under different umbrellas or progression routes, to improve engagement.</p> <p>LS has approached providers and partners, including Citizens Advice, Dorset Chamber, voluntary services, etc and is convening a small consortium with interested partners to identify priority interventions o improve people's confidence with numbers and their ability to understand and use maths in life, home and work. The funding is for individuals but also or employers seeking to upskill their staff with Excel and other workplace applications.</p> <p>LS noted the challenging timelines and the need to finalise delivery and investment plans by the end of June in readiness for delivery in September.</p>	

<p>3.4</p>	<p><u>Comments:</u></p> <p>DW noted in the workplace numeracy is linked to problem solving and decision making and there is stigma declaring poor numeracy skills. LS agreed that promotion should concentrate on the opportunities of better numeracy skills whilst avoiding the deficit model angle.</p> <p>RoD asked whether any proportion of the funding is for capital investment. LS said it is predominantly revenue, with some opportunity to invest in resources, but the proportions are not clearly specified.</p> <p>LS also noted that due to the short lead time, trusted local providers will be approached for the initial delivery, and there will be a full procurement for year two to start delivering next April.</p> <p>RR welcomed the fund from an employer perspective noting that better numeracy skills could help address health inequalities and are widely required within health and care occupations, from basic activities of dispensing medication to more complex operations and would be happy to be involved and share across the NHS educational network.</p> <p><b>Local Government UK SPF update</b></p> <p>RD gave an overview of the two councils' activities in readiness for the UK Shared Prosperity Fund. Apart from Multiply funding, <a href="#">UK SPF allocation</a> is £4.2m for BCP and £4.4m for Dorset and both councils are working to identify key local needs and priorities through research and consultation, and devising investment plans to be submitted to government by the end of July.</p> <p>For <b>BCP</b> over the first two years the main focus is <b>on businesses, communities and places</b>, focusing on improvements in local green spaces, funding for volunteering, community building, encouraging business start-up and growth.</p> <p>While people and skills priorities are coming to play in the third year after Multiply is complete, the key emerging themes to be included in the investment proposal are employment support for the economically inactive, basic (digital, English) life skills, and green skills, digital inclusion, and addressing barriers to education and training.</p> <p>The chosen areas are fairly broad forming an overarching top line of areas to make a difference, rather than covering the 'how', 'where', and 'what' is actually going to be delivered in year 3.</p> <p>Dorset LEP has provided local context data analysis and a skills strategy/ plan for BCP to consider.</p> <p><b>Dorset</b> Council have gone out for a community consultation via a survey to identify the priorities around communities, place, people and skills and local business. Dorset LEP has produced local context data analysis to support the discussion and the investment planning.</p> <p><u>Comments:</u></p> <p>PS asked what is the proportion of capital funding.</p>	<p><b>LS to share Multiply resources</b></p>
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<p>3.5</p>	<ul style="list-style-type: none"> <li>- The Prospectus says the proportion spent on capital should be 10%, rising to 20% by year 3.</li> </ul> <p>RoD asked how this is covering ESF funded projects.</p> <ul style="list-style-type: none"> <li>- RD said targeted people and skills provision of priority at significant risk of ending due to the tail off of EU funds can be funded through the UK Shared Prosperity Fund. So a piece of work in parallel is considering the ESF funded provision, where it fits within the plan and is still needed. However, UK SPF does not match the ESF funding so a prioritisation exercise will take place.</li> </ul> <p>MB wondered whether a DWP representative is part of the conversation to ensure there is no overlap in projects and incentives.</p> <ul style="list-style-type: none"> <li>- As this is a council meeting, RD said she will feed that back to Adrian Trevett who is leading.</li> </ul> <p>LR noted that while the councils are taking different approaches to the UK SPF and there is no requirement for the council areas to work together, skills investments in one area will have effects across the whole county, so the SAPB should ensure overall alignment with local needs. Link to consultation circulated during the meeting.</p> <p><b>Skills bootcamp update</b></p> <p>RD also announced wave three of skills bootcamps are awarded £953,000 across Somerset and Dorset. Somerset County Council are responsible for the project management, rollout, as well as audit and governance side of that delivery. There will be some face-to-face courses delivered by Weymouth College and a number of online courses – phased rollout from July onwards.</p>	
<p>4</p>	<p><b>Recovery</b></p>	
<p>4.1</p>	<p><b>Labour Market Update</b></p> <p>MK gave a presentation/ update of the labour market and economic developments in Dorset.</p> <ul style="list-style-type: none"> <li>- There was some growth seen across the economy over the first months of the year, the economy finally exceeding its pre-pandemic levels.</li> <li>- Employer's confidence in the economy however have dampened with growing inflation, energy and commodity prices.</li> <li>- Labour demand however continued to increase and challenges in filling vacancies across most sectors continued despite lower employment. Labour availability is still declining with increased employer competition.</li> <li>- Record number of resignations and movements between jobs with people taking advantage of the tight labour market and moving for higher salaries.</li> <li>- Demand for flexible/ hybrid work continues with employers finding it challenging to bring people back to offices.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Unemployment levels in Dorset have exceeded national levels for the first time on record.</li> <li>- Toursim and Hospitality demand increased 5 times and Dorset had around 500 vacancies online for chefs, 500 kitchen and food service team members, 360 cleaners.</li> <li>- Some of the key skills that employers are struggling with include communication skills, detail orientation, marketing, people, human skills, self-motivation.</li> <li>- MK also pointed out to the creation of new future skills unit producing some useful <a href="#">dashboards and reports</a> and reminded the latest Dorset LMI dashboards, slides and reports are available on <a href="#">Dorset LEP's website</a>.</li> </ul> <p><u>Comments:</u></p> <p>MB noted that the biggest challenge DWP is experiencing is with clients with declared health conditions, DWP continuously trying to educate and support employers.</p> <p>JA commended the quality of the LMI reports and the LEP's work engaging providers in conversations around talent recruitment and retention and identifying future opportunities.</p> <p>LS said she is urging tutors to include transferable skills across their course teaching noting that all providers have a responsibility to build transferrable skills, whatever the learning context.</p> <p>Absolutely. I was also pleased to see the use of Facebook was an important digital skill, which is important for every anyone over 25. There's those, so thank you for that. Great. There, thanks very much. And thanks everyone for the comments and the commentary that okay. Moving on with that field strategic development fund bid, thank you for your coordination of this. Would you like to give us an update?</p>	
<b>5</b>	<b>Future</b>	
5.1	<p><b>Funding opportunities – Strategic Development Fund</b></p> <p>PS reported on the Strategic Development Fund application coordinated by Bournemouth and Poole College in collaboration with the three colleges, supported by Dorset LEP and endorsed by Dorset Chamber. The bid is for a combination of capital and revenue funding to develop green technologies education and training across the three colleges. The interim feedback from DfE, has been positive and outcomes are expected in July.</p>	
5.2	<p><b>Local Skills Improvement Plan</b></p> <p>RD gave an update on behalf of NN, reminding that over the last couple of years, the Skills Advisory Panels (SAP) coordinated by LEPs and funded by DfE have developed and published two local skills reports. Going forwards, DfE are not continuing with the LSRs and are focusing on employer engagement, which will become even more central to the delivery of local skills strategies and a new local skills improvement plan will be created that focuses much more on technical and post 16 education.</p>	

<p><b>5.3</b></p>	<p>The Dorset eligible ERB – Dorset Chamber have stepped up to that challenge and have worked in collaboration with both councils, and Dorset LEP, and colleges to develop and submit a Dorset LSIP bid, led by Ian Girling and coordinated by NN. Outcomes expected over the summer.</p> <p>There is an expectation that LEPs and SAPs support LSIPs. The actual plan doesn't come with cash other than to create the plans and lead a project for three years, working alongside providers, and ensuring employers are at the forefront of technical education.</p> <p>This work acknowledges all the hard work already taking place across colleges with employers to create employer led opportunities for young people, such as apprenticeships, traineeships, kickstart programmes, etc, the LSIP will focus on enhancing these opportunities in the future.</p> <p><u>Comments</u>        PS mentioned that LSIPs will have implications on Ofsted inspections, the new framework from September will put extra focus and resources in understanding how colleges or providers contribute to the local economy, engage with employers and stakeholders and the strategy behind those activities.</p> <p>LR expressed a concern that the language of inspections almost permeates that courses are signed off by employers so it will be interesting to see how that works and whether the curriculum focus changes to completely be guided by skills gaps and demand.</p> <p>RoD also shared similar Ofsted inspection experience from an independent provider perspective – questions around meeting local priorities, employers' needs and making sure the learners understand these priorities were very much the focus.</p> <p><b>LEP future</b></p> <p>RD also updated on changes to the LEP. The funding context is changing and Dorset LEP will not be delivering any more capital funding with key UK SPF funding going to local authorities directly. LEPs have a future in continuing to enable the voice of business and support the skills provision with clear insight and direction. Dorset LEP is currently devising a business plan, and there are some significant changes over the next months and these will be communicated as, and when available.</p> <p><u>Comments</u>        LR reiterated the real benefit of the SAP Board in providing an opportunity to come together in a forum, which doesn't exist in other formats. One area of the LEP work that is highly valued and members would want to continue to support.</p> <p>JA also acknowledged it's a difficult time for everyone involved but commended the team for handling the situation exceptionally well.</p>	
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5.4	<b>Next meeting</b>  RD proposed that the meeting scheduled in July is cancelled and the group reconvenes again in September with a view that the LSIP outcome will be clear by that point.	
6	<b>AOB</b>	
	<b>Kingston Maurward</b> LR updated that the college is still undergoing a structure and prospects appraisal following pandemic related financial challenges and expected to be in a position to report on the outcome in September.	
7	<b>Date of Next Meeting</b>	
	12 September 2022 2-4 pm	

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