

MINUTES

DORSET LOCAL ENTERPRISE PARTNERSHIP SKILLS ADVISORY PANEL AND BOARD

18 January 2021, 2 pm – 3 pm
Virtual meeting

Board Attendees:

- Emma Hunt, AUB, Chair (EH)
- Nicola Newman, Ansbury Guidance (NN)
- Rod Davis, Dorset and Somerset Training Providers (RoD)
- David Matthews, Upton Beach Consulting (DM)
- Luke Rake, Kingston Maurward College (LR)
- Lesley Haig –Vice-Chancellor AECC (LH)
- Lesley Spain, Skills and Adult Community Education (LS)
- Diane Grannell, Bournemouth and Poole College (DG)
- Julia Howe, Weymouth College (JH)
- Nigel Evans, Weymouth College (NE)
- Jo Pickrell, Department for Work and Pensions (JP)
- Jim Andrews, Bournemouth University (JA)
- David Walsh, Dorset Council (DW)
- Zannah Chisholm , Pavilion Dance South West (ZD)
- Hugh Joseph, Air Bearing Solutions (HJ)
- Marie Boyce, Department for Work and Pensions (MB)

Guests:

- Cecilia Buffon, (CB)

Also Present:

- Rebecca Davies, DLEP Head Of Enterprise, Skills And Industry (RD)
- Mira Koseva, DLEP Skills Analyst (MK)
- Stephen Williams, DLEP Careers Hub Lead (SW)

Apologies:

- Adrian Trevett, Bournemouth, Christchurch and Poole Council (AT)

Item	Welcome, introductions and apologies	Action
1	The Chair welcomed everyone to the first SAPB meeting of 2021 and extended special welcome to Cecilia Buffon – the newly appointed Chair of the Dorset LEP's Board. The Chair also informed the group that the SAPB's meeting agenda has been constructed around the three main themes of its strategic work: recovery, place and future.	
2	Minutes, Actions and Matters Arising	
	The 17 November meeting minutes were agreed as an accurate reflection of the proceedings. There were no matters arising.	MK: Minutes to be published
3	Recovery	

<p>3.1</p>	<p>Current Skills Activities Update</p> <p>The Chair noted a paper update on skills activities has been distributed with the meeting papers and invited RD for brief updates on the key initiatives included within the paper.</p> <ul style="list-style-type: none"> • Careers Hub <p>RD commended the Dorset's Careers Hub on a largely successful first term of the academic year. Data based on 85% of schools completing Compass assessment, illustrates performance exceeding targets and national averages in many respects, with wave 3 schools having further to travel, but good progress made. Main concerns with Benchmarks 5 and 6 with mitigation in place. Progress noted across major projects, i.e. embedding LMI in strategic careers planning, joining partners to deliver an online carers fair, offering up to 3,000 virtual work experiences and approving 23 activation fund bids from schools across the county.</p> <ul style="list-style-type: none"> • Labour Market Information (LMI) <p>Latest Dorset LMI insights and key industry dashboards have been produced and published on the Dorset Skills Research page reflecting on the labour market developments throughout 2020, and have triggered significant media interest.</p> <ul style="list-style-type: none"> • T level delivery from Sept 2022 <p>Ferndown Upper School will be delivering Dorset's first T level from September 2022 and are currently offering information sessions.</p> <ul style="list-style-type: none"> • Skills Boot Camps <p>Dorset LEP is bidding with the Heart of the Southwest and Cornwall LEPs in a national tender to deliver Skills Bootcamps, offering retraining with a job interview at the end of the course offering a variety of digital skills and analytics courses as well as welding, engineering and construction. In response to comments, RD explained that providers would be invited to express interest before the end of January, but more details would be shared with providers by the end of that week.</p> <ul style="list-style-type: none"> • ESF funding <p>Dorset LEP has also submitted some ideas for outstanding ESF funding.</p>	<p>RD to circulate an update to training providers</p>
<p>3.2</p>	<p>DWP update</p> <p>JP noted a personnel change: Amanda Buttle is now temporarily responsible for the Kickstart scheme across the district and JP introduced Marie Boyce who is taking over as the Dorset Employer Partnership manager. JP also noted changes in JCP working hours and confirmed a meeting took place in December with a number of partners interested in a full debrief of key Plan for Jobs DWP initiatives. This meeting is now going to take place quarterly.</p>	
<p>3.3</p>	<p>Training providers apprenticeships update</p> <p>RoD gave an update on apprenticeships delivery and confirmed that as expected, Covid has affected the apprenticeship starts in the area as well as nationally throughout 2020. RoD also showed Apprenticeship Service statistics at that point of time where 175 apprenticeship vacancies were available across the Dorset LEP area.</p> <p>Apprenticeships in general continued throughout the pandemic and there are still available opportunities. As in the wider economy, some sectors have been more affected and there was more demand across</p>	

	<p>key workers sectors. There were apprentices on furlough but through adapting their models of delivery, the majority of providers have ensured continuity. Kickstart scheme effects on apprenticeships are yet to be seen. Apprenticeships remain a key area of focus for the government in support of the recovery.</p> <p><u>Comments</u> Sector bias CB asked whether the fall in apprenticeship starts could be explained by the difficulties within particular industries, i.e. tourism and hospitality or wider trends. DG shared Bournemouth and Poole College's experience was a decline across the board due to employer uncertainty but signs of recovery notable in some sectors, such as engineering. MK noted data on apprenticeships comparisons across industries for 19/20 compared to previous years available and will be distributed post meeting.</p>	<p>MK to share latest data and industry uptake in 2020 in comparison to previous years</p>
<p>4</p>	<p>Place</p>	
<p>4.1</p>	<p>Dorset Local Skills Report 2021 The SAPs across all LEP areas have been tasked with producing a Local Skills Report – the first iteration being due to government by 5th February with final annual report due to be published by the end of March 2021. The Chair invited RD to introduce the report and reiterated this work is likely to see further shifts with the release of new policy documents, but current timelines for delivery are significantly constrained.</p> <p>RD presented the published requirements for the Local Skills Reports noting it was meant to be a go-to document for everything skills related, produced consistently across all LEP areas, serving as an engagement tool with employers and local partners, and outlining Dorset's skills needs and key labour market intelligence for the Skills and Productivity Board and Central Government.</p> <p>RD reiterated the timelines were very tight and challenging due to data being provided shortly before the final reports were due. The first draft was to be shared with members for review before submission to DfE. The large parts of the report were already in the public domain, including the skills research, the Skills Action plan, activities and the LMI information, as well as the big ideas for the investment prospectus.</p> <p>RD noted that this report is different in the way it merges our pre-existing ambitions, activities and strategic priorities of increasing productivity, tackling disadvantage and demographic challenge, with our mechanisms for getting there that form our response to the challenges brought by the pandemic and require an urgent place and future based action for recovery.</p> <p>RD asked the group to share stories of impact and success, provide feedback on the draft version of the report, agreement on the final report in March and assume ownership of the document going forwards. A set of supporting slides were also shared with the group.</p>	
<p>4.2</p>	<p><u>Comments</u> Case studies</p>	

	<p>The Chair reinforced the commitment of the SAPB to produce this important go-to document ensuring it tells the story of Dorset in way of skills now and in the future and urged all members to consider case studies across sectors.</p> <p>MK said that a simple case study form will be distributed post meeting to capture these stories.</p>	<p>RD: To share slides, case study pro-forma and early drafts.</p>
5	Future	
5.1	<p>Big Ideas - Investment Prospectus Update</p> <p>The Chair gave an update on the progress with the Investment Prospectus and the big ideas submitted around skills and discussed as part of a separate SAPB sub-group. Following developments show that many of the wider Investment Prospectus projects have a skills element and there were 4 key themes: Living, Smart, Well and Natural. Those areas will be highlighted across all projects. In terms of skills, the focus was on re-generation, retraining and upskilling across all stages and ages and using alternative and innovative learning approaches, ideas and spaces. An example for skills under "Natural" include focusing on existing strengths and assets and developing much needed green and blue skills in construction and marine engineering growth areas, while under "Well" the focus will be on digital health, wellbeing and innovation.</p> <p>There was a great appreciation of the joint work within the LIS and SAPB committees and their role in overseeing a programme of activities over the near future and immediate steps of the recovery. When considering the long term trajectory of the future transformational projects in the area of skills however, there is a consideration for a commission supported by the LEP and the two Councils to take this step change work forward.</p> <p><u>Comments</u></p> <p>Clarifying the areas of the Investment Prospectus</p> <p>There was a need for further understanding of the "Living" theme in the investment prospectus and CB suggested it was linked to Dorset's culture and ensuring an attractive place to work also has "things to do" on offer. The Chair agreed this plays within the recovery not only in economic but also in wellbeing terms and suggested further clarification of the themes might be offered by the LEP.</p> <p>Commission and parallel conversations</p> <p>LH felt the idea for a Commission was good to help moving things forward, raising the issue of lack of coordination, parallel discussions and possible duplications across different committees and working groups and sharing the need to catalyse and maximise the efforts across Dorset. CB felt that skills is an overarching theme across all the areas of the Investment Prospectus and it might seem disjointed while we are preparing for different eventualities, but there is an overall alignment. The Chair agreed that has become more of an issue because of the intense activity in response of the pandemic and the lack of certainty on the sources of funding and our preparedness for these emerging. This was partly the role of the SAPB to ensure coordination going forwards while the commission would serve a dedicated time-bound purpose on moving certain longer-term trajectory ideas forward.</p>	
6	AOB	

	None raised	
7	Date of Next Meeting	
	15 March 2021 2-4 pm	