

## **DRAFT MINUTES**

### **DORSET LOCAL ENTERPRISE PARTNERSHIP SKILLS ADVISORY BOARD AND PANEL**

**12 SEPTEMBER 2022 FROM 2.00 PM TO 4.00 PM**

#### **TEAMS MEETS**

#### **MINUTES**

##### **Board Attendees:**

Luke Rake, Kingston Maurward College, Chair (LR)  
Danielle Dougherty, DWP (DD)  
David Matthews, Upton Beach Consulting (DM)  
Hugh Joseph, Air Bearing Solutions (HJ)  
Jim Andrews, Bournemouth University (JA)  
Jon Bird, Dorset Council (JB)  
Jon Gibson, Dorset and Somerset Training Providers (JG)  
Julia Howe, Weymouth College (JH)  
Lesley Haig, AECC (LH)  
Lesley Spain, Skills and Adult Community Education (LS)  
Nicola Newman, Dorset Chamber (NN)  
Phil Sayles, Bournemouth and Poole College  
Rebecca Davies, Dorset LEP Head of Enterprise, Skills and Industry (RD)

##### **Also present:**

Kathryn Hill, Dorset LEP (KH)

##### **Apologies:**

Adrian Trevett, Bournemouth, Christchurch and Poole Council (AT)  
Heidi Cooper-Hind, Arts University Bournemouth (HCH)  
Richard Renaut, University Hospitals Dorset NHS Foundation Trust (RR)  
Rod Davis, Dorset and Somerset Training Providers (RoD)  
Tim Ford, Independent Director (TF)

Item	Welcome, introductions and apologies	Action
1.	<p>Apologies were received for: Adrian Trevett, Heidi Cooper-Hind, Lesley Spain, Richard Renaut, Rod Davis, Tim Ford.</p> <p>Jon Gibson introduced himself, explaining he is deputising for Rod Davis.</p> <p>There were no Declarations of Interest.</p>	
2.	<p><b>Approval of minutes of last meeting – July 2021</b></p>	
	<p>The Minutes were agreed as an accurate reflection of the last meeting. There were no matters arising.</p>	
3.	<p><b>Local Skills Improvement Plan Presentation and Discussion</b></p>	
	<p>NN gave a presentation to the Committee on the Local Skills Improvement Plan. Role as contracted project lead for Local Skills Improvement Plan (LSIP) for Dorset Chamber.</p> <p>Dorset Chamber applied to be the representative body in Dorset for the LSIP. It was announced on 1 September that they had been successful and work has now started. NN went over the Policy overview and explained that as a plan, it does lead on to the Local Skills Improvement fund. Everyone who is on this Committee is listed as being party to the process. NN ran through the milestones for the Chamber and said they have until the end of the month to submit their delivery plan and funding bid. She mentioned they have to be very clear of all the conflicts of the parties involved and this will constantly be reviewed and updated.</p> <p>NN ran through the scope of the project and explained the next steps. She confirmed that the LSIP covers the Dorset LEP area, as it covers employers in Dorset. Providers would be expected to develop their offer based on the LSIP. Some LSIPs are cross LEP areas but our boundary is neater than most, as just covers Dorset.</p> <p>NN informed that there was not a Trail Blazer in Dorset but there are nine reports that are available on-line.</p> <p>It was commented that there is a risk, as this is being led by a membership body, of a bias towards those members. It is good that FSB is involved but how are you avoiding that. Dorset Chamber does not represent the majority of the organisations of employers in the county. NN acknowledged that and said she was happy to take suggestions.</p> <p>JB explained that, for example, advanced manufacturing and engineering, is a high valued sector. Sometimes talk about defence, aerospace, marine and often an overlap.</p> <p>PS commented that the construction industry is experiencing a skills shortage and there is a huge demand for this. There will have to be a decision as to what goes in the LSIP, as you can't put everything in it.</p> <p>RD said there has been a change in the language recently, with skills gap to labour gap. The labour gap is about not enough people to fill the roles. We have to think about where we are not getting enough skills through the system, rather than the number of people. Think about the skills of the future and are we making sure that they are available through our system.</p>	

<b>3.</b>	<b>Local Skills Improvement Plan Presentation and Discussion Cont'd</b>	
	<p>NN said the plan has to be submitted by 3 October, so have to agree what it is going to be the beginning of the week of 19 September. What the sectors are going to focus on and how. DfE want to understand where the money is going to be spent on engagement.</p> <p><b>Action:</b> NN to circulate her presentation to the Committee.</p>	NN
<b>4.</b>	<b>Labour Market Information Q2 update</b>	
	<p>RD presented the LMI data and commented that DfE is making sure that businesses are up front and centre of taking skills forward. She explained that Dorset LEPs contract to provide this labour market information ends on 31 March 2023.</p> <p>She said we are still seeing increases in labour demand, with 54,000 vacancies in the first half of this year. This is 48% higher than this time last year. She said that Bournemouth is ranked 14 amongst those hiring for home and hybrid working. She went on to say that employment fell a little, in line with national targets, and Dorset is tracking about the national average. Unemployment is now tracking just above the national average and there has been a massive increase in vacancies in Weymouth and Portland.</p> <p>RD informed that there is a new provider on the National Careers Service, Seetec Plus. She said they have had some positive meetings with them so far.</p> <p><b>Action:</b> RD to circulate the presentation to the Committee.</p>	RD
<b>5.</b>	<b>Updates</b>	
	<p><b>DSTPN</b></p> <p>JG informed that they are currently working on version 2 of the provider directory and hope for it to be completed and out by October. They have tried to include sixth forms and see if they want to be part of that listing. They want it to become sustainable and self-funding.</p> <p>NN mentioned that what providers are offering across apprenticeships/non apprenticeships might also feed in with LSIP.</p> <p>JG said they are working with RD on Bootcamps, have started going out looking at quality assurance with providers across Dorset and Somerset. They have also been asked by communities to work on employer guides for apprenticeships.</p>	
	<p><b>Dorset Council</b></p> <p>JB updated on the Shared Prosperity Fund and the numeracy, skills and learning and other providers. Weymouth and BCP Colleges have started working on that. He informed that Dorset Council will also be receiving some funding from the Rural England Prosperity Fund.</p> <p>He informed that Nick Webster is the new head of Growth and Economic Regeneration and they will soon find out who will lead on Skills.</p>	

<b>5.</b>	<b>Updates</b>	
	<p><b>Skills and Learning</b></p> <p>LS explained that there is going to be a national publicity campaign. There are only 7 months left of this financial year and most of providers across the country, numeracy workshop provision, across the whole gambit of the ten interventions. To upskill the nations numeracy skills. Going through process of understanding those referrals and people who can sign post people into that.</p>	
	<p><b>Dorset LEP</b></p> <p>RD informed the Committee that she will be sending out a small survey asking for any comments on those. She said she will share the outcome of that and it will help us be informed of where LSIP work is heading and what DfE are aiming to achieve beyond next year.</p> <p>She informed that we welcome the start of the new Executive Director and also the new Head of Business Growth on 3 October.</p>	
	<p><b>DWP</b></p> <p>DD explained she was attending in place of Karen Taylor, who will normally attend this meeting, and said Karen would also like to attend the LSIP meetings.</p> <p>In terms of Job Centre update, they are working on 'fuller working lives'. The focus is not necessarily 18-30 year olds but looking at over 50s plus, as the skills gap on that is a massive focus. They are also supporting employers with becoming more disability confident. There are more customers who do light touch to work, 12 hours of work a week, which could bring 100,000 people back into the Job Centres.</p> <p>RD explained that over the next year the LEP is going to work with nine businesses to get them to Disability Confident level 3. Looking at 19-24 age bracket. It is not about getting them into work but are looking at what their profiles may look like and how we can help employers be ready.</p>	
	<p><b>Kingston Maurward</b></p> <p>LR thanked those present who helped with the recent DfE process.</p>	
<b>6.</b>	<b>Any Other Business</b>	
	<p>NN confirmed that the high level plan and budget proposal is submitted on 3 October and that it would be helpful to meet again in first or second week of October. It was agreed that if there was anything NN needed the Committee to do, to this circulate through RD.</p> <p><b>Action:</b> It was agreed that a meeting with the one item agenda be organised for early October.</p>	
	Next meeting is on 14 November from 2.00 pm to 4.00 pm	