

## MINUTES

DRAFT

# DORSET LOCAL ENTERPRISE PARTNERSHIP SKILLS ADVISORY PANEL AND BOARD

**14 September 2020, 2 pm – 3.30 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)
- Jim Andrews, Bournemouth University (JA)
- Luke Rake, Kingston Maurward College (LR)
- Lesley Haig –Vice-Chancellor AECC (LH)
- Hugh Joseph, Air Bearing Solutions (HJ)
- David Walsh, Dorset Council (DW)
- Lesley Spain, Skills and Adult Community Education (LS)
- Diane Grannell, Bournemouth and Poole College (DG)
- Zannah Doan, Pavilion Dance South West (ZD)
- Lucy Divers, Department for Work and Pensions (LD)
- Julia Howe, Weymouth College (JH)

### Also Present:

- David Lawrence, DLEP Governance and Skills (DL)
- Rebecca Davies (RD)
- Mira Koseva, DLEP Skills Analyst (MK)

### Apologies:

- Adrian Trevett, BCP (AT)
- Nigel Evans, Weymouth College (NE), represented by JH
- Amanda Buttle, Department for Work and Pensions (AB), represented by LD

| Item | Welcome and introductions   | Action                      |
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| 1    | The Chair welcomed all attendants to the meeting noting that background papers have been provided for the key agenda item - the skills plan discussion.   |                             |
| 2    | <b>Minutes, Actions and Matters Arising</b>   |                             |
|      | The 15 July meeting minutes were agreed as an accurate reflection of the proceedings. There were no matters arising.  | MK: Minutes to be published |
| 3    | <b>Skills Action Plan Progress and Further Actions</b>  |                             |
| 3.1  | <u>Chair's introduction</u><br>The Chair noted that while owned by the SAP Board, and monitored by Dorset LEP, the Skills Plan is a reflection of Dorset's wider skills agenda. <ul style="list-style-type: none"> <li>• Agreement of a regional skills plan is a mandatory requirement and there is urgency in finalising this work.</li> <li>• As there is no budget assigned to the skills plan projects per se, the actions in the plan will incorporate activity the partners of the SAPB are planning to undertake each year, linked to the evidence base and the wider policy programmes and economic developments.</li> </ul> |                             |

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|          | <ul style="list-style-type: none"> <li>In addition to that, the SAPB would identify transformational projects linked to our regional priorities, supporting the LIS and based on our common grounds. These projects we would seek funding and investment through the LIS investment plan.</li> </ul> <p>Identifying these areas of work and common grounds was the key area of focus for the meeting after a brief background provided by DLEP.</p>  |  |
| <b>4</b> | <b>Round Up of Skills Activities</b>   |  |
| 4.1      | <p>The Dorset LEP Governance and Skills Agenda Lead David Lawrence gave a brief update on the background to the skills plan</p> <p><u>Background to the Skills Plan</u></p> <p>DL reminded the SAPB has been tasked with analysing the demand and supply of skills locally and producing the skills plan based on the identified local needs.</p> <p>DL summarised three identifiable elements of the document:</p>  |  |
| 4.2      | <p><u>Skills Plan – three key elements</u></p>   |  |
| 4.2.1    | <p><b>Front end – Identifying priorities</b></p> <p>The DfE Skills Advisory Programme provides funding for the analytical work, including gathering LMI and local evidence base for skills projects and initiatives. This work is completed and key priority areas and skills ambitions identified in our skills plan narrative based on the extensive skills research. This part of the plan is now offered to the SAPB for final comments.</p>   | All – provide final comments on skills plan by 30 September  |
| 4.2.2    | <p><b>Back end – Key indicators</b></p> <p>As part of the analytical work we have also collated a series of indicators that will accompany the plan and enable monitoring and measuring success and progress of the skills initiatives in the future.</p>  |  |
| 4.2.3    | <p><b>Centre – Actions/ Work activities</b></p> <p>In terms of the concrete actions, the plan will capture:</p> <ul style="list-style-type: none"> <li><i>Currently ongoing projects</i> - a comprehensive list of projects that are already in train across the SAPB stakeholder organisations so that we can see how we are progressing across the piece.</li> </ul> <p><b>In the absence of dedicated budget, on the skills work programme this will ensure a more joined-up approach. We are therefore asking all SAPB members to submit a list of all their ongoing projects.</b></p> <ul style="list-style-type: none"> <li><i>Future projects</i> – transformational future projects that the group would like to commit to and seek investment for as specified in the Chair's introduction and to be identified as part of the roundtable discussion. Could consider actions to enable future sustainability of the skills work programme such as devolved budgets or ways to enable strategic initiatives such as T-Levels/IoT.</li> </ul> | <p>All – provide a list of skills projects and initiatives for inclusion</p> <p>All – consider transformative projects for inclusion in the investment programme</p> |
| <b>5</b> | <b>Skills Action Plan Roundtable</b>   |  |
| 5.1      | <p>The Chair opened the roundtable discussion inviting members to give an update on their skills related work and share ideas for future joint transformational projects that represent the whole of Dorset and address inequality, deprivation, as well as the skills needed for the future.</p>  |  |
| 5.2      | <p><b>DW provided Dorset Council's perspective</b> noting that a new Dorset Council Economic Growth Strategy has been agreed and skills are addressed within the wider economic and social context of the place addressing challenges and capitalising on opportunities, thinking about:</p>   |  |

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|     | <ul style="list-style-type: none"> <li>• The needs of sectors that we are looking to accelerate</li> <li>• Areas of deprivation and social disadvantage</li> <li>• Access and rurality</li> <li>• Covid-19 furlough scheme fallout/ retraining needs</li> <li>• The need for flexibility of qualifications, quicker reactions</li> <li>• Exiting the low skill - low pay job cycle to increase productivity</li> </ul> <p>Better digital infrastructure, shiny new buildings and clear career pathways and opportunities would bring confidence back into the county and facilitate transformation.</p>  |  |
| 5.3 | <p><b>RD spoke from the perspective of independent learning providers</b> where learning is focused on responding to the market needs and keeping a keen eye on LMI and recent industry developments and offering a more sector-specific and flexible approach. Further research might be required on the evolving employer need because of coronavirus crisis and the furlough scheme developments.</p>   |  |
| 5.4 | <p><b>DG picked up on local developments in BCP</b>, particularly the town centre bid and noted the importance of capturing wider projects such as the planned skills centre in Boscombe and ensuring the SAPB proposed transformational projects build on these initiatives. Other important considerations for transformational projects noted were:</p> <ul style="list-style-type: none"> <li>- growth in sectors, i.e. digital and advanced manufacturing and engineering needing dedicated accelerator/ catapult centre</li> <li>- identified issues in employer engagement with educational institutions</li> <li>- accessibility of education, digital poverty, deprivation, NEET, low ambition</li> <li>- retaining talent and increasing those educated to Level 5</li> </ul>  |  |
| 5.5 | <p><b>LS proposed an idea for a digital campus</b> providing the shop-front and satellite wrapping the entire skills offer. Another idea was the UNESCO city/ county of learning –providing an escalator to higher skills development.</p>   |  |
| 5.6 | <p><b>JA noted that the significant healthcare sector staffing needs</b> require creative thinking around the challenges and limitations of workplace learning and testing creative &amp; digital solutions such as simulation in collaboration with NHS trusts and based on research on the future of the health and medical science. Other themes to consider offered by JA were:</p> <ul style="list-style-type: none"> <li>-Future growth areas such as computing, AI, data, gaming and investing in the underpinning technology could enable us to offer the flexibility of provision and become a centre of excellence recognised globally.</li> <li>-Graduate employability and real-live work experience, apprenticeships</li> <li>-Attracting talent into the area and retaining talent</li> <li>-Focus on schools particularly in areas of disadvantage</li> <li>-Focus on CPD, flexible learning packages to retrain the current workforce</li> </ul> |  |
| 5.7 | <p><b>LH echoed JA's point on the issues with workplace learning in healthcare</b> and the value of re-thinking innovative placement approaches while also ensuring we are linking to all relevant stakeholders already working in this space. LH also proposed an "Every contact counts" behavior change toolkit to address aspiration through every touchpoint with a young person in Dorset highlighting the opportunities and allowing them to think that everything is possible.</p>  |  |
| 5.8 | <p><b>RD reinforced the benefit of a joint "Dorset together" approach</b> where providers work together as a collective to provide a holistic skills solution.</p>   |  |

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| 5.9  | <p><b>LD gave an update on the large variety of DWP initiatives</b> currently underway</p> <ul style="list-style-type: none"> <li>- Sector based work academies and mentoring schemes focusing on: Construction (CSC cards), Digital technologies, Health &amp; Care, Engineering &amp; Manufacturing, Green energy</li> <li>- Preparation for the Kickstart scheme through intermediaries</li> <li>- Increased Rapid response – a lot of reskilling/ upskilling required</li> <li>- Digital deprivation has been highlighted as an issue, as well as travelling arrangements such as the DWP is investing innovative support schemes, such as providing electric bikes</li> <li>- Developing partnership grants projects</li> </ul>  |  |
| 5.10 | <p><b>LR supported further developing the One Health agenda</b>, which links to previous comments by JA and LH and responds to the “living well” priorities of engaging aging workforce, widening participation, and incorporating the themes of wellbeing and health as a wider concept, including humans, animals and the environment.</p>  |  |
| 5.11 | <p><u>Chair's summary</u></p> <p>The Chair summarised some of the interesting ideas raised by members including the <b>UNESCO city/county of learning</b> - an idea that sits well with themes such as SDGs and One Health, and could link with the key sectors with their ambitions, needs and pathways of success. This idea also lends itself in addressing the changes expected in the <b>future of work</b> and preparing young people and existing workforce for these new realities including AI, VR, virtual working, intergenerational and intercultural work.</p> <p>The Chair identified three main project areas:</p> <p><b>Project 1: Dorset Digital Campus</b><br/>       Addressing:</p> <ul style="list-style-type: none"> <li>- Digital poverty/ hardship - both physical hardware and bandwidth</li> <li>- Bite-sized, flexible learning and micro-credentials responding to local needs</li> <li>- Engaging employers/ linking to individual sectors/ supporting micro businesses/ SMEs</li> </ul> <p><b>Project 2: Work experience/ employment agency</b><br/>       Addressing:</p> <ul style="list-style-type: none"> <li>- Finding and tracking placement opportunities – identifying live vacancies</li> <li>- Flexible workplace learning solutions</li> <li>- Working with employers</li> <li>- Addressing graduate retention/ Covid</li> </ul> <p><b>Project 3: Creating innovative learning spaces/ satellites</b><br/>       Addressing:</p> <ul style="list-style-type: none"> <li>- Accessibility across the county</li> <li>- Providing physical, face to face opportunity to engage</li> </ul> |  |
| 5.12 | <p><u>Comments</u></p> <p>JA supported Projects 1 and 3 and felt the Project 2 themes can be incorporated within the other project while there is a more dedicated focus on Health and Medical Science as areas with great potential with the developments in local NHS trusts and opportunities in the future.</p> <p>LD also felt clear industry sector focus would be beneficial to engage employers.</p>  |  |

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| 5.13     | <p>DG reiterated the need to align these projects with developments in LIS. LS felt that recruitment agencies could be encouraged to put the person and their best career interest at centre and include upskilling pathways. LH also noted the need to include remote/ new ways of working and relocation in the package.</p> <p><u>Closing and next steps</u></p> <p>The Chair thanked everyone for their active participation and contribution in identifying a framework for joint transformational skills projects. She advised that a proforma will be distributed in the following weeks for these projects to be captured and discussed again and in light of the emerging LIS document.</p> |  |
| <b>6</b> | <b>AOB</b>   |  |
| 6.1      | <p><u>Kickstart scheme</u></p> <p>DG offered educators the opportunity to join in order to access the Kickstart scheme. She also noted that there is an opportunity for educators to benefit from the scheme by becoming intermediaries of the scheme. LD advised that webinars are available to give further information but the decision on what kind of approach would be taken should be made imminently. DW advised both Dorset and BCP Councils have agreed to refer interested employers to the Dorset Chamber as an intermediary body. Members interested to join in were advised to contact DG directly as she would investigate this further with the Chamber.</p>                         |  |
| <b>7</b> | <b>Date of Next Meeting</b>  |  |
|          | 17 <sup>th</sup> November 2-4 pm   |  |