



COVENTRY & WARWICKSHIRE

JOBS AND SKILLS BUSINESS GROUP

9th February 2017

MEETING MINUTES

ATTENDEES: Marion Plant (Chair) (NWHC); Rachael Stewart (CWLEP); Mary Dunleavy (Job Centre Plus); Pete Squires (Advent Communications); Angela Joyce (Warwickshire College Group); Martin Price (Think Higher); Julie Venn-Morton (Coventry City Council); Becki Coombe (FSB/Learn2); Ray Goy (Henley College); Sally Lucas (Chamber Training); Paul Welch (Prospects); Jane Benton (Westwood Academy on behalf of Coventry Headteachers); Sarah Windrum (Emerald Group); Wendy Coy (University of Warwick/CWLEP); David Kersey (Coventry City Council); Lorraine Gearing (Coventry University)

APOLOGIES: Ian Dunn; Roger Douthwaite; Dave Ayton-Hill (Warwickshire County Council)

1. Welcome and Introductions

Marion welcomed everyone to the meeting and introductions were made.

2. Matters Arising

All matters arising were either covered or on the agenda.

3. Think Higher

Martin Price presented a short film which highlighted the Think Higher programme in schools. He went on to explain more about how Think Higher works and reported on a meeting that he had had with Rachael Stewart the previous day. This meeting was to take forward Martin leading on the STEM section of the work plan, bringing together STEM providers and employers. Angela Joyce commented that links to the Careers and Enterprise Company would be useful. Rachael reported that the Enterprise Co-ordinator Dave Lennox would be attending the next meeting.

Action: Rachael Stewart

4. Jobs and Skills Post-Brexit

With apologies from Dave Ayton-Hill Sarah Windrum reported that the Post Brexit report (circulated with the November 2016 minutes) was taken to the LEP Board on 30th January. As a result a small group is going to be formed to take this work forward.

5. Work plan - Apprenticeships

Sally Lucas presented the latest Apprenticeship starts by level, sector, age and area – attached. Key messages are that Level 2 starts have reduced and 19-24 starts have also reduced. Sally was asked if achievement rates were available. These have not been produced yet and when they are the information will be top level. It was agreed that Rachael and Sally would review this information when available.



ACTION: Rachael Stewart and Sally Lucas

It was also agreed that Rachael would incorporate the data into the work plan and include degree apprenticeship figures.

Action: Rachael Stewart

6. Work Plan

Rachael Stewart presented the work plan which is nearly finalised. Rachael drew attention to each section and the new sections, namely Area Review and HS2. In terms of these the LEP and LAs will attend future meetings of Principals to discuss area review recommendations and Rebecca Young from HS2 will be invited to a future Jobs and Skills Group. Wendy Coy is producing an analysis of the RCU Area Review data and will report on progress at the next meeting.

Rachael reported that the work plan will be finalised shortly with targets, cross referencing to the SEP, adding in sectors and general tidying up. Rachael also reported that some early discussions have been held between GBSLEP and Black Country Consortium Chairs of their Employment and Skills Groups and the Skills Leads as part of the WMCA work. Rachael also highlighted the event for employers and schools on 7th March and Wendy Coy distributed information on an event for smes on 10th March. Ray Goy requested that a commentary column be added.

Action: Rachael Stewart to distribute work plan including any comments received.

Wendy Coy to present on RCU analysis work.

7. ESIF

David Kersey presented a report on Ambition Coventry, a City Council programme which is proving very successful – attached. Julie Venn-Morton then presented the new Skills For Growth programme which has just started – attached. David then made reference to a project emerging called Routes into Ambition. It was agreed that the group should receive updates on progress together with other ESIF programmes.

8. AOB

There was no other business.

9. Date and Time of Next Meeting: 18th May 10.00 am, Growth Hub, Coventry

Actions from the previous meeting:

Include achievement data in work plan and include degree apprenticeship information – Rachael Stewart and Sally Lucas

Distribute work plan – Rachael Stewart

Present RCU work – Wendy Coy



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Local Enterprise Partnership