

**GLOUCESTERSHIRE EMPLOYMENT AND SKILLS BOARD  
MINUTES**

Thursday 23rd May 2019 at 10:00 in Room 7A&B, First Floor, at  
The Growth Hub, Oxstalls Campus, Oxstalls Lane, Gloucester GL2 9HW

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**Welcome, introductions and apologies:**

**Introduction of new Public Sector member:** Cllr Patrick Molyneaux who will replace Cllr Lynden Stowe and Steve Olczak from DWP.

**Attendees:**

Andy Bates, Chief Financial Officer at Gloucestershire College; Anne Stokes, Gloucestershire Association of Secondary Heads; Clare Marchant, Chief Executive UCAS; Jason Dunsford, Gloucestershire Gateway Trust; John Mayell, Commissioning Officer (Data & Performance) at GCC; Kathryn Wagstaff, Business Innovation Manager at the University of Gloucestershire; Linsey Temple, Chief Executive, Gloucestershire Engineering Training; Matthew Andrews, University of Gloucestershire; Matthew Burgess, Principal and Chief Executive at Gloucestershire College; Michael Carter, Managing Director at E G Carter and Company Limited; Pete Carr, GFirst LEP/GCC; Rob Loveday, UK Capability Growth Strategy Director; Roxanne Varnham, GFirst LEP; Sara-Jane Watkins, College Principal at South Gloucestershire and Stroud College; Steve Olczak, Partnership Manager, DWP; Vicky Lukins, Partnership Manager at Gloucestershire and Wiltshire Partnership, Simon Spooner, Enterprise and Careers Manager, Hartpury University & College.

**Apologies:**

Andrew Kirk, Lloyds Bank; Dan Boon, GCC; Diane Haines, DWP; Ian Mean, Business West and GFirst LEP Board; Matt Galley, Openreach; Nikki Williams, Head of Early Careers and Employee Development at SJP; Rebekka Bishop, Deep 3; Rob Jenkins, GFirst LEP; Russell Marchant, Principal at Hartpury College.

**Declarations of interest:**

Nothing declared on 23/05/2019.

**Minutes from GESB held on 13th December 2018 circulated:**

No amendments made.

Minutes approved on 23/05/2019.

**1. Careers support in schools and colleges:**

Update provided to the GESB on the Enterprise Adviser Network (EAN) supported by the GFirst LEP Education and Skills team.

Further information provided about the UCAS pilot project to enhance the retention and recruitment of EA's within the network.

UCAS have progression data available to share with schools within the EAN and resources to support the role of the EA within Gloucestershire and UCAS will continue to work in partnership with GFirst LEP and develop the induction offer for EAs.

Discussion held about the delivery programmes coordinated by the Education and Skills team including the mentoring programme, practice interviews, enterprise activities such as Young Entrepreneurs in conjunction with GCHQ and SJP.

Board members discussed the success of the school delivery programmes. Feedback gathered from the students, mentors, volunteers and teachers was shared and areas to develop these programmes was underlined.

It was confirmed that the Careers and Enterprise Company (CEC) funded mentoring programme will be coming to an end this summer. The GFirst LEP Education and Skills team is currently seeking ways to continue this service and look for alternative funding (e.g. via commercial sponsorship) as the schools, mentors and mentees have all reported the value and success of this programme.

#### **The EDGE Project:**

The Board discussed the Education Developing Gloucestershire's Employability (EDGE) project, which aims to improve the employability skills of young people. This programme, led by South Gloucestershire and Stroud College, has been completed using European Social Fund (ESF) funding and has generated some very useful employability and work experience resources that are free and freely available for schools and colleges within Gloucestershire and will be mentioned to the EA working with the school. There will be a 'fuller' briefing on the EDGE project at the next GESB meeting.

#### **Bid updates provided by Pete Carr –**

The Careers Hub bid for the GFirst LEP Education and Skills team was unsuccessful. The feedback from the CEC indicated that this was mainly due to the Gloucestershire Enterprise Advisor Network (EAN) not being as established as other areas.

Similarly, the two Primary Fund bids supported by the GFirst LEP Education and Skills team were unsuccessful due to the relatively small amount of money being made available from DfE and larger scale programmes being selected to act as pilot projects.

Whilst the outcomes of these bids were disappointing, the team are determined to make further progress to develop both the Gloucestershire network and, if alternative funding can be found, to pilot work in a few primary schools. Pete thanked Rob Jenkins, the Education and Skills Team and the external providers involved for their work on these bids.

#### **Actions:**

**Rob Jenkins:** To circulate a list of all schools who took part in the Young Entrepreneurs in conjunction with GCHQ and SJP to all board members.

**Rob Jenkins:** It was highlighted schools within Gloucestershire remain overwhelmed with the amount of activities and support on offer from various different providers within the county and are unsure how all these activities 'join up' and what they should be involved with when relating to careers, advice and guidance. To provide schools with a 'menu'/'shopping list' of activities being offered throughout Gloucestershire, declutter

these and quality assure them – use data to back it up. Distribute this information to providers too.

## **2. Local Industrial Strategy and Skills Advisory Panel (SAP) data collection and analysis:**

### **Local Industrial Strategy -**

The Board discussed the development of and indicative timeline for the Local Industrial Strategy (LIS) for Gloucestershire. GFirst LEP is issuing a public 'Call for Evidence' via its website and conversations with stakeholders and partners was highlighted.

Further details can be found on - <https://www.gfirstlep.com/news/local-industrial-strategy-call-for-evidence/> with information about how you can contribute to the 'Call for Evidence' at the bottom.

In addition, you can contact Senior Research Manager Jute Blackmon on 01242 715474 or email [jute.blackmon@gfirstlep.com](mailto:jute.blackmon@gfirstlep.com) for further information.

The indicative timeline to complete the LIS was shared with the GESB and it was agreed that an Evidence Base Review Group would be set up to review data and information gathered and shape the recommendations/conclusions from the evidence base to be taken forward into the Local Industrial Strategy/skills strategy for Gloucestershire.

MB highlighted the need for sound evidence and not basing recommendations/conclusions on a small sample of the 'loudest voices'. The Board also discussed how the LIS would look at key priority areas within Gloucestershire.

It was identified that West Midlands have published their Local Industrial Strategy, which can be found on - <https://www.gov.uk/government/publications/west-midlands-local-industrial-strategy/west-midlands-local-industrial-strategy>

### **Actions:**

Members of GESB to send in relevant evidence, data and/or reports that can contribute to the LIS.

### **Skills Advisory Panels (SAP)**

Pete Carr gave an introduction to SAP's and the Analytical Toolkit, which will support robust and high quality evidence on local skill needs and labour market challenges. This could influence local strategic decisions including the 'People' strand of the LIS.

Discussion held about how the SAP's should meet standards as outlined in Item 5 to steer skills, employment priorities, influence interventions and investment decisions (including evidence from high quality data sources, key headline outputs highlight current and future local skill challenges).

John Mayell is working with GCC and is currently preparing the data sets, working with, DfE SAP Programme Team, the ESFA and Learning & Work Institute and other data sources to collate data and establish what data is required. SJW, MB and LT all highlighted that the

ESFA data cube data involved 'time lag' data and that the RCU provides more up-to-date data that would be useful for the Board to have access to. There will be a charge for this.

Clare Marchant, Pete Carr, Matt Burgess, Kathryn Wagstaff and Vicky Lukins all volunteered to be part of the Evidence Base Review Group and it was agreed that this group would meet in June to review the evidence.

**Action:**

The Evidence Base Review Group including Matthew Burgess, Vicky Lukins, Clare Marchant, Kathryn Wagstaff and Pete Carr will meet 3<sup>rd</sup> week of July 2019 to identify any missing data, trends and evaluate what data we have. This will then contribute to the LIS and support how we can build a more accurate picture of business skills needs within the county as per the SAP.

Further volunteers to join this Evidence Base Review Group are requested so any employers from the GESB willing to join this group please contact Roxy Varnham.

Linsey Temple to supply Roxy Varnham with contact details for the RCU data and Roxy to share these with John Mayell.

John Mayell, Rob Jenkins and Pete Carr to continue to work on the evidence base in preparation for the June meeting.

Evidence Base Review Group to update the full GESB on progress at the next full meeting in September and via email if decisions/input from the full Board is needed between meetings.

**3. Institutes of Technology:**

Andy Bates, Chief Financial Officer at Gloucestershire College, delivered a presentation on Cheltenham Digital University Level Centre and its proposed Engineering and Cyber & Digital provision for Gloucestershire secured through the recent IOT bid process.

The project has secured £3.2m of DfE investment over 20,000 sq. ft. of dedicated space within the Cheltenham campus. The location was considered to be key due to its proximity to the developing Cyber Park, cyber innovation centre and GCHQ.

The Board discussed how the new provision will focus on Cyber, IT and Higher-level Electrical Engineering through an employer based curriculum with a joint delivery of courses with University of West of England (UWE).

Employers include but are not limited to Airbus, BAE Systems, GE Aviation and Renishaw. Courses offered will range between Levels 3 and 6. There will be a dedicated Cyber room complete with industry standard facilities and equipment.

There will be a launch on Tuesday 9<sup>th</sup> July 2019 at the Cheltenham campus.

**Actions:** Matt Burgess/Andy Bates to confirm whether it would be possible to host the next GESB in September at Gloucestershire College, Cheltenham campus.

Pete Carr and Rob Jenkins to arrange for the cyber centre proposals to be reviewed by the GFirst LEP cyber and digital business group. Pete Carr and Andy Bates to co-ordinate this.

#### **4. Civic Universities:**

Presented and led by Dr. Matthew Andrews, University Secretary and Registrar for the University of Gloucestershire. Information about Civic Universities circulated amongst the GESB – discussion about how the commission wants to understand how universities operate and how they can develop in the future.

There was a report commissioned and produced in February 2019 named “Truly Civic: Strengthening the connection between universities and their places” which, outlined the context for thinking about future civic universities and can be explored on - <https://upp-foundation.org/wp-content/uploads/2019/02/Civic-University-Commission-Final-Report.pdf> for further information.

It was believed this research should work to support the LIS and not be run as a separate entity.

#### **5. The Social Mobility Commission Report:**

The Social Mobility Commission Report was circulated for both awareness and knowledge and for consideration as part of the LIS evidence.

#### **Action:**

Pete Carr to ensure that the report is included in the evidence reviewed as part of the LIS and for the report to be brought to the attention of the Gloucestershire Social Mobility Group led by Jon McGinty at GCC & Gloucester City Council.

#### **6. To be discussed at the next GESB meeting:**

Rebekka Bishop: Gloucestershire STEM Network - recent changes and request for support.

#### **Action:**

ALL: Report back on flexible working arrangements within your organisations for older workers, knowledge transfer and good practice to Pete Carr. Pete will send an email to each member of the GESB with questions to guide this process.

#### **7. AOB:**

The next GESB meeting will focus on the LIS and where GFirst LEP are with data collection and analysis, apprenticeships, the EDGE Project and careers support.