

Employer and Skills Sub Group

18th October 2017 2.00pm – 4pm Preston's College Boardroom

Present: Claire Shore, Chair (Blackburn College), Raeleen Duthoit, Helen Fenton (LWBLEF), John Cramphorn (JTL), Lisa Moizer (Lancashire Skills Hub), Tracy Landon (A&R College), Deborah Howard (N&C College), Linzi Monks (Preston's College), Karen Cochran (learndirect)

Apologies: Damian Crawshaw and Claire Rodger (NLTG), Stephanie Coleman (Burnley College), Barbara Livesey (N&C College)

It was noted that a number of members had not been present who did not send apologies. Could members please let Helen know if they want to be removed from the group.

Minutes of last meeting/matters arising All actions from last meeting have been actioned	
2. An Informed approach – Update on progress. Lisa Moizer	
Lisa updated members on progress with the approach with the 7 priority sectors since the last meeting.	
Digital – An employer and separate provider meeting had been held, it was recognised that this sector needed to be developed further.	
Financial and Professional services- There is no group for this sector at present. Data sharing exercise to take place soon with providers. Activity rather than a group	
Advanced manufacturing – Currently Northern Automotive Alliance and Aerospace Alliance involved. Lisa to look at membership of these networks as recognised still things to be done to facilitate employers. Lisa suggested for Bae for example where they have unsuccessful candidates to send them a letter referring them to SORTED.	LM
It was suggested to possibly hold an event to provide information to employers on what is available. LM has asked East Lancs Chamber of Commerce to see if they can tap into their membership list,	LM
Construction - Within the construction sector, CITB research has been carried out and report will be distributed when completed.	LM
Health & Social Care – there is a skills partnership that exists but it only has teaching hospitals and providers on the group, it does not have private health companies.	
Lisa explained that she had met with Sara Hall and Claire Shore and discussed whether the forum's providers would share what they wanted to deliver over the next two years,	
The Skills survey that Greater Manchester and Gt Merseyside had sent out to their members was discussed. It was agreed that Raeleen send the documents out to Lancashire Forum members to see if they felt it was a good idea for Lancashire. Responses to be returned to Lisa. It was recognised that this was a big ask	RD
Actions: LM to send link of report to Raeleen to distribute with the minutes.	JC (rec'd)
JC to send link to LM of Merseyside survey	

3.	Vision for Technical Education in Lancashire Claire Shore	
	The vision had been circulated to members prior to the meeting and discussed at the October Executive group meeting. Claire recapped the context and purpose and explained the process that was being adopted. A stakeholder meeting was planned for 20 th October 17 with a further dissemination event in on the 23 rd November.	
	 The vision document asked for Forum members to comment on 5 questions. 1. How might the proposed vision define 'technical education'? 2. What might a 'high performing technical education system' in Lancashire look like? 3. What ambitions need to be reflected in a technical education vision for Lancashire? 4. What should the vision's priorities be for (i) the short-term, and (ii) the long-term? 5. What are the key risks involved in delivering a technical education vision and system and how do we mitigate them? 	
	The Forum's collective response to be forwarded to SDG who have been commissioned by the LEP for the meeting on the 20 th October.	RD
4.	Forum Update – Raeleen Duthoit	
4.1	Business Plan Raeleen explained that the Forum Business plan had now been completed for 17-18 with sections being extracted out for each of the Forum sub groups. To be discussed in more detail at the next meeting.	Next meeting agenda
4.2	SORTED refresh Communication has been sent out to members to say that the SORTED information on the website is being refreshed. Members have been asked to update the website and send any new job titles to be added. The information is going to include progression the Higher and Degree Apprenticeships.	
4.3	Forum website – Case studies Raeleen asked members to send case studies in order to refresh those that are on the website currently.	
4.4	Social media The Forum now have a Facebook page and Twitter account for both the Forum and the Ambassador Network. Providers can follow – Facebook- Lancs Forum and Apprentice Ambassador Network. Twitter links @lancsforum, @lancsambassador	
4.5	Training for employer engagement teams To be discussed in more detail at the next meeting	Next meeting agenda
5.	Date of next meeting –6 th December 2017 Preston's College	