



SWLEP Skills and Talent Subgroup AGENDA

Date: 6th November 2018
Time: 10.00am – 12.00pm
Venue: Wiltshire College, Chippenham

Membership:	Amanda Burnside – Chair and Principal of Wiltshire College Sally Burnett – LEP Skills Lead Jackie Tuckett – Wiltshire Council Mandy Patterson – Inspire and Chair of Wiltshire skills, education, employment skills board. Vicki Lukins – Gloucester, Wiltshire Partnership of Training Providers Mike Godfrey – Business West and Chair of the Swindon skills and employment board Adam Schallamach – SWLEP Board member & private sector Phil Townsend – Business rep Camilla Radcliffe – School rep Peter Wragg – SWLEP Board member Paddy Bradley – Director, SWLEP
Guests:	
Apologies:	Katie Cross /Morag Sullivan/Shona Taylor – LA officers/Jackie Tuckett
Chair:	Amanda Burnside
Minutes:	TBC

Item	Timing	Topic	Papers	Lead
1.	10.00am	Welcome and Introductions		AB
2.	10.05am	Minutes of the last meeting and matters arising		AB
3.	10.15am	Update from Skills and Employment Boards	Verbal	MG/MP
4.	10.25am	Industrial Strategy Working Group	Paper	PB/AB
5.	10.45am	Skills Advisory Panels	Papers	SB
6.	11.05am	HE Strategy – overview of work of HE Task Group and update on IoT Draft Implementation Plan	Papers Paper	SB/MT
7.	11.20am	LEP Programmes Higher Futures Highlight Report Careers Hub - update	Paper Paper & Presentation	MT SB
8.	11.30am	Apprenticeship Ambassador Network	Presentation	Fiona Parsons
9.	11.50am	AOB		
		Date of next meeting January 9 th 2019, 2.30 – 4.30 Venue tbc		
	12.00pm	Close		