



## Regional Skills Partnership

Minutes of RSP Data Group - 10am, 15<sup>th</sup> September 2010 at WMRO

### Present:

Rosie Paskins (Chair)	West Midlands Regional Observatory
Maureen Atkinson	Regional Action West Midlands
Kay Bevan	University of Birmingham
Denise Craig	Federation of Small Business
Reg D'Souza	SEMTA
Nigel Garrett	National Apprenticeship Service
Patrick Highton	University College Birmingham
Claire Holden	Regional Skills Partnership
Pat Jackson	Regional Skills Partnership
Rajdeep Kaur	West Midlands Regional Observatory
Andy Phillips	West Midlands Regional Observatory
Clare Rapkins	West Midlands Regional Observatory
Jamie Smith	Birmingham Metropolitan College

### Apologies:

Gill Bentley	University of Birmingham
Helen Higson	Aston University
Ian Mitchell	Job Centre Plus
Sam Richardson	Young People Learning Agency
Ian Yaroll	NIACE

Item		Action
2	<p><b>Minutes of last meeting</b> The minutes of the last meeting were agreed and action points discussed.</p> <p>Reminder to contact Ian Yarroll (NIACE) for the NIACE survey results.</p>	WMRO Skills Team

<p><b>3</b></p>	<p><b>Progress report - Skills index report:</b>          Andy Phillips (AP) presented the key findings from the skills index report. The report sits along the index poster and charts (available on the WMRO website), and complements the Framework for measuring success work and the Regional strategic and investment skills priorities for 2011-2012: policy supplement.</p> <p>Denise Craig (DC) said she was encouraged that the report still retains its focus on business needs.</p> <p>Pat Jackson (PJ) felt that more analysis is needed on skills gaps and shortages in specific sectors (e.g. hotels &amp; catering). AP to look at this in the 2010 West Midlands Skills Assessment.</p> <p>PJ added that the report should make mention of the potential impact of public sector cuts on private sector jobs.</p>	<p>AP</p> <p>AP/RK</p>
<p><b>4</b></p>	<p><b>Progress with the development of additional measures linked to regional investment priorities:</b>          Clare Holden (CH) updated the group on progress. The work began in the summer of 2010 as part of the RSP Task &amp; Finish Group, led by Jerry Blakett from Birmingham Chamber of Commerce, and is looking to measure 10 sets of indicators linked to regional investment priorities.</p> <p>Many sources of data have been used and even more would be incorporated if the resources and time were available. AP and Stephen Howarth (SH) have drafted up two of the ten indicators and the remaining indicators will be available by early next week, and will be sent out with the data group minutes.</p> <p>DC asked if the data can be shared with LEPs. CH said that the data had been captured at regional level initially but measures could be produced at a sub-regional level if required. DC informed the group that the Marshes (Herefordshire, Shropshire and Telford &amp; Wrekin) LEP is very advanced in its thinking and is holding its first shadow board meeting on 21<sup>st</sup> September.</p> <p>Rosie Paskins (RP) has an ARO meeting next Wednesday and is keen to have any data to share by Tuesday 21<sup>st</sup> at the latest, to inform discussion with UKCES.</p>	<p>RK</p> <p>CH</p>

<p><b>5</b></p>	<p><b>2010 West Midlands Skills Assessment:</b></p> <ul style="list-style-type: none"> <li>• <b>Project Initiation Document:</b> AP presented the 2010 Skills Assessment project initiation document. As much of the analysis covered in the Skills Assessment has been included in various other reports over the last few months, instead being produced are a series of shorter briefing papers. The 5 briefing papers cover: <ol style="list-style-type: none"> <li>1. The impact of public sector job cuts</li> <li>2. Skills to support transformational change</li> <li>3. Where new jobs will be created and the skills that will be needed</li> <li>4. Causes of skill gaps and shortages</li> <li>5. The potential demand for jobs from individuals</li> </ol> In addition, an overview report at a regional level and sub-regional reports will be produced. The first project board is on Thursday 23<sup>rd</sup> September</li> </ul> <ul style="list-style-type: none"> <li>• <b>Project Highlight Report:</b> Clare Rapkins (CR) presented the project highlight report and explained that the first two briefing papers are now complete in draft and available for data group and project board members to provide any comments (by 28<sup>th</sup> October). The final 3 briefing papers are scheduled for completion in draft by the end of October. They will be available for comments in November and should be finalised by the end of November.</li> </ul> <p>PJ said it would be helpful if the final briefing papers and regional overview were complete in time for RSP board on 8<sup>th</sup> December.</p>	<p>All</p>
<p><b>6</b></p>	<p><b>Skills Assessment 2010 Briefing Paper One:</b> AP presented the key finding of briefing paper one: the impact of public sector job cuts.</p> <p>The data group felt that the figures in the report relating to the potential impact on the private sector seemed realistic. DC felt they might be conservative.</p> <p>Nigel Garrett (NG) asked if the report specified job losses split by activity in the public sector, for example the number of NHS jobs. AP explained that this is done only at a broad level, i.e. Education, Health &amp; Social Care and Other Public.</p> <p>The group felt that it would be useful for further intelligence to be included on the private sector industries likely to be hardest hit by cuts and those where there would be growth opportunities. If possible, case studies would also be useful.</p>	<p>AP</p>

7	<p><b>Skills Assessment 2010 Briefing Paper Two:</b> CR presented the key findings for paper two: skills to support transformational change.</p> <p>The report focuses on skill needs in the following areas:</p> <ol style="list-style-type: none"> <li>1. Entrepreneurship and business development</li> <li>2. Innovation</li> <li>3. Moving into new value added products, services and markets</li> <li>4. Strong leadership and management</li> </ol> <p>NG asked if figures relating to potential job creation were available. CR responded that briefing paper 3 will include these figures. RP suggested that briefing papers 2 and 3 are combined. This will be considered at the project board (this has subsequently been agreed).</p> <p>PJ asked for charts to be included that show jobs created by sector and size, and suggested that the investment priorities work and CH's clusters report may provide useful additional information - particularly on conclusions and policy implications.</p>	<p>CR/AP</p> <p>CR/AP</p>
8	<p><b>Partners research activity - round table review:</b> DC, Federation of Small Business (FSB) reported that the FSB have joined up with CEBR for a joint survey, with the results due at the end of Sept.</p> <p>Kay Bevan, University of Birmingham, mentioned a joint venture between University of Birmingham and Warwick University on graduate internship. The work is drawing to a close with data available in due course.</p> <p>Reg D'Souza, from SEMTA, mentioned that Sector Skills Assessments are to be produced by all Sector Skills Councils. The deadline for submission to UKCES is 1<sup>st</sup> December. The data will mainly be at a national level, but some data at a regional level will be available. These should be on the SCC website in due course.</p>	
9	<p><b>Any other business and date if next meeting:</b> The statement of priorities will be sent round to the data group for any comments.</p> <p>It was agreed that the October data group meeting will be postponed until November 17<sup>th</sup>. The WMRO team are moving over to the Advantage West Midlands offices, so the next data group will be held at AWM, 3 Priestley Wharf at a new time of 10:15am.</p>	<p>All</p>