



## MEMBERS GROUP MEETING

27<sup>th</sup> February 2018

MEETING - (10.00am – 11.15am)

venue

**Boston West Golf Club  
(Bunkers – function room)  
Hubberts Bridge, Boston, Lincolnshire,  
PE20 3QX**

### AGENDA

- **APOLOGIES**
- **MINUTES OF LAST MEETING**
- **MATTERS ARISING**
- **CITB UPDATE (CAROLE JONES)**
- **APPRENTICESHIPS**
- **TRAINING SCHEDULE**

**Includes Grantham College overview of Fully Funded Skills Support for the Workforce (Short courses) in Greater Lincolnshire.**

- **EVENTS & ACTIVITIES**
- **NEW MEMBERS**
- **ANY OTHER BUSINESS**

Please send apologies to:

E-mail: [stevetaylor@slgta.co.uk](mailto:stevetaylor@slgta.co.uk) or via mobile telephone number 07732 360202

## Minutes of the SLGTA – 2017 AGM (10.15 – 11.30am)

### Venue:

Boston West Golf Club Hubberts Bridge, Boston, Lincolnshire. PE20 3QX

### ➤ Attendees:

Barbara Mehew – SLGTA Chairman / **Princebuild Ltd**  
Steve Taylor – SLGTA Training Officer / SLGTA Secretary  
Carole Jones – CITB Advisor Greater Lincolnshire  
Caroline Cunnington – **KDH Projects Ltd**  
Jane McDonald – **Messenger Construction Ltd**  
Lee Driver – CITB Apprenticeship Officer  
Chris Taylor – **MWC Group**  
Moira Lewis – Arion Training  
Richard Chambers – Boston College  
Rachel Sumner – **Westholme Plant Hire Ltd**  
Mark Buckle – **Wilbuck Scaffolding & Hire Ltd**  
Mel Reid – Cathedral Training Ltd  
Steph Lansell – Arion Training Ltd  
Jamie Ringsell – Essential Site Skills  
Ryan Lewis & Jenny Riordan – Grantham College

### ➤ Apologies:

Emma Goldsmith – SLGTA Vice-Chairman / **K Goldsmith & Daughters Ltd**  
Jenny Robson – Treasurer  
Lynne Allison – CITB Local Manager  
Wendy Mazzocchi – JM Building Developments LLP  
Jamie West – JM Building Developments LLP  
Jon Portess – **ST Portess & Sons**  
Shirley Tinkler – **George Barnsdale & Sons Ltd**  
Gary McPartland – New College Stamford  
Richard Brickwood – New College Stamford  
Paula Markham – **Baker Plant Hire Ltd / ABC Floors Ltd / Ambrey Baker Construction Ltd**  
Robert Speakman – **Aarsleff Ground Engineering Ltd**  
Deb Ward – **JT Ward Joinery Ltd & JT Ward Kitchens & Bedrooms Ltd**  
Paul Dexter – **Messenger Construction Ltd**  
Cheral Sissons – **Lees Scaffolding**  
Ross Grant – **Grantham Ceilings & Interiors Ltd**  
Joanne Holmes – LGTA  
Chris Jones – **LCJ Building Services Ltd**  
Louise Griffin – Boston College  
Karen Adams – AASTS  
Ken Smith – **Hydrogrit Ltd**  
Joshua Brown – **Trinity Steel Ltd**  
Michelle Gayton – **Taylor Pearson Construction Ltd**  
Julie Drakard – **D Brown Building Contractors Ltd**  
Nancy Evans – **Vere Bros (Contractors) Ltd**  
Deborah Ledbrook – **Manorcrest Homes Ltd**  
Hayley Rudkin – **Orchard Builders Ltd**  
Matt Hamer – **HH Adkins Ltd**  
Mel Newman – **Newman Moore Ltd**  
Debbie Whaley – **JMAW Groundwork & Buildings Ltd**

Barbara Mehew welcomed everyone to the meeting and for the benefit of the representatives from Grantham College short introductions were requested before the meeting commenced at 10.15am.

➤ **Minutes of the last meeting:**

The minutes for the Group meeting held on 28<sup>th</sup> November 2017 were agreed to be a true record of the meeting; Proposed Jane McDonald – Messenger Construction Ltd and Seconded by Barbara Mehew – Princebuild Ltd

**Matters arising:**

- [CITB update](#) – consideration was to be given on the value of holding an employer support session following the East Midlands Employer forum which was held the day after our last Group meeting. Given the number of questions raised as opposed to the answers given, it was agreed that more clarity was required before an employer support session could be arranged. The likelihood is that this will now take place in mid-April following the next round of employer forums and the outcomes of training support grant applications.
- [Events & Activities](#) – no additional information is currently available on the construction support event at North Sea Camp (HMP), it is worth noting that one company that supported the event is in process of taking on two recruits via the links established. Another is finalising a work-placement / work-trial programme. As detailed within the training grant submission, SLGTA are looking to support a work-readiness programme at the prison with Cathedral Training.
- [AOB](#) – requests for ‘notifications of interest’ to members for the 2018 Election of SLGTA Chairman, Vice-chairman, Treasurer and Secretary were issued by Steve Taylor on the 5<sup>th</sup> February 2018.

➤ **CITB Update:** Carole Jones provided an update on the following;

- **2017-18 Grant Scheme, 1<sup>st</sup> August 2017 – 31<sup>st</sup> March 2018**
  - Submit claims by 30<sup>th</sup> June 2018
  - Full details: <http://www.citb.co.uk/grant/grants-for-training/>
- **2018-19 Grant Scheme – commencing 1<sup>st</sup> April 2018**
  - Focused on core construction skills
  - Automated grant payments to be phased in
  - Grant eligible from date of registration confirmation
  - Both gross and net paid sub-contractors can be claimed for
  - Training plans no longer needed
  - Full details: <https://www.citb.co.uk/grant/new-grants-scheme-2018/>

SLGTA / CITB will be offering an employer briefing session in April 2018, exact date TBC

- **CITB Online**
  - Levy Online – submit levy returns online
  - Grants Online – authorise grant claims, request grant reports, view grant statements
  - Web link to sign up page and ‘how to utilise CITB Online’ guides:  
<https://www.citb.co.uk/levy/sign-up-to-citb-online/>
- **Skills and Training Fund**
  - Final application review window – 29<sup>th</sup> March 2018
  - Downloadable simplified form now available

Web link to full guidance and application form:

<https://www.citb.co.uk/funding/how-to-apply-for-funding/guidance-notes-skills-and-training/>

- **Skill Build**

- Registration opens 1<sup>st</sup> March – 7<sup>th</sup> April 2018
- 18 Regional Qualifiers
- 2 Levels – New Entrants (Level 1) and Advanced (Level 2 and 3)
- Web link to registration page: <https://www.citb.co.uk/careers-in-construction/experience-it/skillbuild/competitions/regional-qualifiers/>

- **Construction Ambassador Course** – SLGTA / CITB programme planned for April / May 2018 (exact date to be confirmed). If you are interested in attending / finding out more please contact Steve Taylor or Carole Jones.

- **Site Visits / Work Experience Opportunities for College students**

Site visits and / or work experience opportunities are being sought for full-time college students currently undertaking construction related courses. If you feel this is something you could offer please discuss further with Carole Jones or Steve Taylor in the first instance.

A general discussion took place regarding the pending changes to the Grant levy system from the 1<sup>st</sup> April 2018, along with the process being undertaken by Training Groups of submitting applications for additional funding.

Steve Taylor commented that the original CITB Training Grant of £25,000 per Training group (supporting 90 Training groups nationally) has been pooled into a single fund for which Training Groups can submit an application. Allocation of these funds is not limited to £25,000 and will be distributed via a process of evaluation, being measured against CITB Priority objectives for the industry and evidenced local need/demand. It remains a complete unknown what will be supported and so budgeting for SLGTA activities in 2018 is somewhat on hold. The anticipated announcement by CITB of successful funding submissions is early April 2018

➤ **Apprenticeships:**

CITB Apprenticeships Officer Lee Driver provided his quarterly update;

Lee advised the group that the new Apprenticeship Standards are quite slow in getting completed and signed off. It is important to note however, that if the new 'standard' to a particular apprenticeship is not available, then the existing 'framework' of that apprenticeship can still be accessed.

The well-publicised situation with Carillion brought about targeted support from CITB and the industry for the approximate 1,500 apprentices affected by the company collapse. Lee stated how he had been seconded to a team of CITB Apprenticeship Officers supporting these apprentices in finding new employers thereby enabling continuation with their apprenticeship training. It was reported that over 500 individuals had already found new placements.

A short update on local apprenticeships take up was provided. In 2017 CITB Targeted 320 'sign-ups' the number achieved was 350 from an application pool of just over 500 individuals. Sadly 70 placements were not taken due to the level of the talent pool applying. CITB are striving to address this issue, attempting to identify the reasons and implement support measures to raise the levels of individuals prior to applications being made.

If you require further information or assistance with apprenticeships please feel free to contact Steve Taylor or Lee Driver directly [Lee.Driver@citb.co.uk](mailto:Lee.Driver@citb.co.uk)

## ➤ Training Schedule:

Steve Taylor quickly updated the group on the final 2017 statistics of training provided by SLGTA to its members;

- Delegate training days delivered 460.5
- Number of members engaged 82%
- Actual spend £46,498

**For 2018** we have a pro-rata CITB Training Grant amount of the previous £25,000 for use in the first quarter. This totals £6,250 of which we will be operating a pro-rata allocation limit of £625 per any one company. **Members will of course be able to still take advantage of the preferential rates afforded SLGTA by its pool of Approved Training Providers.**

Current spend for the first quarter is projected at £21,500 this is covered by the CITB Training Grant of £6,250 and member charges for training of £16,500

It is anticipated that we will have organised and supported a total of 220 delegate training days over 33 different courses.

Lincolnshire Business Growth Hub are running Workshops for SME businesses in Greater Lincolnshire ranging from the forthcoming changes to the General Data Protection Regulation to Cyber Security and Information Risk Management. An equivalent workshop programme is available to similar businesses within the Greater Peterborough/Cambridge area signpost2grow, please see the following links for more detail;

- <http://www.businesslincolnshire.com/events>
- <http://signpost2grow.co.uk/events/>

Steve Taylor introduced Ryan Lewis & Jenny Riordan from Grantham College who gave a short presentation on some of the Fully Funded Short courses they are running @ Grantham College via the Skills Support for the Workforce fund. A booklet containing details of the courses to be distributed by Steve Taylor. Please note that eligibility is for SME businesses (less than 250 employees) that are registered in Greater Lincolnshire, most courses commence early April 2018. For more information please contact Gemma Harley @ Grantham College on 01476 400225

During the interim period of being able to determine what Training budget SLGTA will have for subsidised training, it is recommended that members contact Steve Taylor directly with any specific training requirements.

## ➤ Events & Activities:

Barbara Mehew provided an overview of the events and activities undertaken by SLGTA, detailing a busy first quarter with career/jobs fairs support at;

- Haven High Academy Boston
- Queen Katherines Academy
- Construction careers session – lincoln hmp
- Boston careers fair Boston college/schools/dwp

Planned for March are;

- 05.03.18 - Apprentice / careers presentation NACRO Boston
- 07.03.18 – Apprentice / careers presentation New College Stamford
- 08.03.18 – New College Stamford careers fair (poster to show)
- 08.03.18 – Peterborough Regional College –Careers/Apprenticships Fair
- 14.03.18 – Careers & jobs fair ST Georges academy Sleaford
- 28.03.18 – East Midlands World Skills competition – New College Stamford

Looking further ahead we have dates set for the **2018 Stamford Construction event on the 1st & 2nd November**. This year we are looking to incorporate activities provided by employers that can be accessed by New College full-time learners. The concept being that it will provide the opportunity for a student to showcase their skills and abilities in an activity designed and overseen by the employer relevant to their company needs.

As usual please contact SLGTA for more details or if you wish to be directly involved.

discussions are also underway to reviving the boston construction skills event, modelling it on the stamford event, consideration is currently being given to whether this could be held in march 2019.

## St James Deeping - Signal Box Group Project

A meeting held with the Community project management team, Barbara Mehew & Wendy Mazzocchi has determined that the 'start' of building proceedings will be delayed until later in the year, although planning and development of the project will remain an ongoing process. Steve Taylor informed the group that each of our primary Training Providers have kindly offered sponsorship via a range of short duration training courses.

## ➤ New Members:

No applications for membership have been received for this period

## ➤ AOB:

### Greater Lincolnshire Construction Education Forum

Carole Jones & Steve Taylor attended the first of these forums held at Bishop Grosseteste University. The purpose of the forum is to collate feedback and understanding of the issues and challenges faced by the Construction industry within the region. These issues range from retaining employees as opposed to losing them to become sub-contractors in their own right to how the industry overcomes a clear shortage in this region of Estimators / Quantity Surveyors. Whilst the initial attendance was positive it was in danger of being 'large firm' opinion dominated and so SLGTA would like to collate member views over the forthcoming months. **Action ST** to speak with members

**Barbara Mehew** thanked everyone for their attendance and participation in the agenda items before closing the meeting at 11.30 am – Steve Taylor to circulate minutes and the date of the 2018 AGM & Group meeting.