



MEMBERS GROUP MEETING

6th February 2019

MEETING - (09.45am – 11.00am)

venue

**Spalding Golf Club
Surfleet
Lincolnshire
PE11 4EA**

AGENDA

- **APOLOGIES**
- **MINUTES OF LAST MEETING**
- **MATTERS ARISING**
- **CITB UPDATE (CAROLE JONES)**
- **CITB TRAINING GROUP FUNDING**
- **TRAINING SCHEDULE**
- **EVENTS & ACTIVITIES**
- **NEW MEMBERS**
- **ANY OTHER BUSINESS**

Please send apologies to:

E-mail: stevetaylor@slgta.co.uk or via mobile telephone number 07732 360202

Minutes of the SLGTA Group meeting 6th February 2019 (9.45am – 11.00am)

Venue:

Spalding Golf Club, Surfleet, Lincolnshire, PE11 4EA

➤ Attendees:

Barbara Mehew – SLGTA Chairman / **Princebuild Ltd**
Wendy Mazzocchi – SLGTA Vice-Chairman / **JM Building Developments LLP**
Steve Taylor – SLGTA Training Officer / SLGTA Secretary
Carole Jones – CITB Advisor Greater Lincolnshire
Nathan Wilkins – CITB Local Manager
Janette Meeney – **Messenger Construction Ltd**
Paul Dexter – **Messenger Construction Ltd**
Lee Driver – CITB Apprenticeship Officer
Chris Taylor – **MWC Group**
Hayley Rudkin – **Orchard Builders Ltd**
Sharn Farr – **Regenerated Ltd**
Mark Buckle – **Wilbuck Scaffolding & Hire Ltd**
Tom Dixon – **Magna Scaffolding Ltd**

➤ Apologies:

Jenny Robson – Treasurer
Shirley Tinkler – **George Barnsdale & Sons Ltd**
Caroline Cunnington – **KDH Projects Ltd**
Deb Ward – **JT Ward Joinery Ltd & JT Ward Kitchens & Bedrooms Ltd**
Jamie Ringsell – Essential Site Skills
Gary McPartland – New College Stamford
Richard Brickwood – New College Stamford
Ian White – **Aarsleff Ground Engineering**
Paul Dobson – **Robert Woodhead**
Matt Hamer – **HH Adkins Ltd**
Josh Russell – **HH Adkins Ltd**
Jon Portess – **ST Portess & Sons**
Deborah Ledbrook – **Manorcrest Homes Ltd**
Paula Markham – **Baker Plant Hire Ltd / ABC Floors Ltd / Ambrey Baker Construction Ltd**
Cheral Sissons – **Lees Scaffolding**
Ross Grant – **Grantham Ceilings & Interiors Ltd**
Chris Jones – **LCJ Building Services Ltd**
Karen Adams – AASTS
Ken Smith – **Hydrogrit Ltd**
Mel Reid – Cathedral Training Ltd
Rachel Sumner – **Westholme Plant Hire 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**
Debbie Whaley – **JMAW Groundwork & Buildings Ltd**

Barbara Mehew welcomed everyone to the meeting, as introductions had already taken place for the preceding AGM it was agreed to go straight into the meeting;

➤ **Minutes of the last meeting:**

The minutes for the Group meeting held on 11th December 2018 were agreed to be a true record;

Proposed Paul Dexter – Messenger Construction Ltd. **Seconded** Wendy Mazzocchi – JM Building Developments

Matters arising:

- Construction Skills Event – Discussions with Grantham College, Heritage skills sector & LincHigher remain working progress. However, SLGTA will be participating at the WOW (World of Work) event in Boston next week. This event is supported by LincHigher and organised by Jo Winterbourne STEM Coordinator Lincolnshire & Rutland.
- Communication with members for applications / registering of interest as member of the SLGTA Management Team was conducted ahead of the AGM held earlier today.
- British Woodworking Federation Apprentice of the year 2018 Henry Acres of JT Ward Joinery has been detailed on the SLGTA's website.

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

Operational changes at CITB:

- CITB Head Office – location confirmed as Fletton Quays in Peterborough. The site will be up and running from July 2019 and all Head Office functions and roles will be operating from Peterborough no later than January 2020.
NB: National Construction College remains fully open and operational. Establishment of the Head Office in Peterborough does not mean closure for NCC.
- Card schemes - first phase transfer of CPCS to NOCN Group is still on track for 1st March 2019. The CSCS and CISRS schemes are both expected to transfer later this year.
- Customer Services transferred to our enabling partner, SSCL, on 1st February.

Funding:

- Skills and Training Fund – forthcoming application review windows are 1st March and 28th March 2019
- 'Adopting digital skills for construction' commissioned fund due to launch in March. Research published - *Unlocking Construction's Digital Future: A Skills Plan for the Industry*
<https://www.citb.co.uk/research-and-insight/innovation-technology/unlocking-constructions-digital-future/>
- New timelines for the 'Pathways into Construction' commission, due to the number of applications received. Successful applicants will now be informed late March / early April. Funding agreements to be signed with awarded partners in April / May.

Local Adviser priorities for 2019 include:

- Increased involvement with key training providers – influence local provision, increase automated grant claiming, increase employer reach
- Engagement with micro and small employers - through supply chain, direct one-to-one contact, member referrals, provider links etc
- Support employer groups and stakeholders looking to apply for Structured / Flexible funding
- Encourage more eligible employers to apply for Skills and Training fund.

Proposed / Planned Events:

- Following two successful Employer Support sessions held in January – more will be scheduled, as required
- Construction Ambassador course – Tuesday 12th February
- ‘Apprenticeship Levy - 2 Years On’ event
- Following on from the inaugural Funding Forum held in November 2018, further funding events for stakeholders and employers will be offered, highlighting future commissioned funding opportunities and providing guidance and support for potential applicants.
- Provider forums
- Construction Ambassador Network event
- Trade specific events, eg Scaffolding, Groundworks specific input
- No Spring regional Employer Forum planned for 2019 – a local, smaller event may be offered open to ITG members and non-members

➤ **CITB Training Group Funding** Steve Taylor gave an overview of the Training Group funding accessed through CITB.

- **CITB Admin / Support Grant for Independent Training Groups (April 2018 – Mar 2019) £28,000**
SLGTA are currently up-to-date with this funding stream and is meeting the requisite levels of Member engagement. (for information the final quarter of the funding period was paid in advance with Q3 claim).
- **CITB Additional Grant for Independent Training Groups (April 2018 – Mar 2019)**
SLGTA were successful with an application for Additional Training grant at the end of December 2018 for the period Jan – Mar 2019. In total the funding agreed was £13,255, this funding has to be claimed before the end of March 2019.

➤ **Training Schedule:**

Given the relatively short period of time between the last Group meeting in December 2018 and today's meeting, it was agreed that more detailed information be made available at the next Group meeting;

Steve Taylor to periodically circulate the training schedule in pdf and via web-link. The schedule provides a very basic list of training opportunities via SLGTA – **Action ST to issue training schedule periodically**

It is recommended that members contact Steve Taylor directly with any specific training requirements, or requests for alternative locations.

As per the last minutes recorded please note:

THE FUNDING WE ACCESS FROM CITB ENABLES US TO GIVE A FURTHER DISCOUNT ON TRAINING FOR OUR MEMBERS – PLEASE MAKE BEST USE OF IT

➤ **Events & Activities:**

Barbara Mehew provided an overview of the forthcoming events and activities supported or delivered by SLGTA,

Due to the short time line between meetings, there is not a lot to report with regard to engagements other than the annual Careers Fair @ Queen Katherine's Academy in Peterborough which SLGTA supported.

Key dates have already been put in the diary for the 2019 Stamford Construction event, these are the 7th & 8th November 2019. As usual anyone wishing to get involved please just speak with Barbara, Steve or Wendy. The commitment can be as much or as little as you can provide, but all assistance is very welcome.

Forthcoming activities are detailed below;

- 14.02.19 – World of Work Boston careers fair – PRSA Boston
- 26.02.19 – Midlands Regional Training Group Chairs Meeting
- 28.02.19 – Spalding Careers Fair
- 03.03.19 – Inter College Skills Competition – New College Stamford
- 06.03.19 – Where to? Careers Fair Grantham College
- 06.03.19 – Careers Fair / enrichment sessions New College Stamford
- 13.03.19 – Career & Job fair - Hill Holt Wood, Norton Disney, Lincoln,
- 19.03.19 – Careers fair – Witham Academy Lincoln
- 20.03.19 – Apprenticeship / Recruitment Event St Georges Academy Sleaford
- 04.04.19 – Boston Jobcentre Job & Careers fair – Peter Paine Performance Centre Boston
- 23.04.19 – CITB Digital Upskilling Commission – Kelham Hall
- 03.05.19 – SPARK Engineering event – Lincoln Cathedral
- 16.05.19 – Construction Week meeting – Lincolnshire Showground

➤ **New Members:**

- Application received from Sharon Farr (in attendance) **Regenerated Ltd**, Scaffolding business based in Wrangle Boston
- Pending application from Tom Dixon (in attendance) **MAGNA Scaffolding Ltd** based in Lincoln

Proposal that both companies be approved as members was requested
Proposed: Chris Taylor MWC Seconded: Paul Dexter Messenger

➤ **AOB:**

Lee Driver

- Lee commented that Scaffolding apprenticeship training like other disciplines is moving to a 'Standard' with an end-point assessment. It is for the employer in conjunction with the provider to determine if the apprentice is considered 'competent' to undertake the end-point assessment. Support can be accessed by Lee or Nicky Dady CITB Apprenticeship Officers for our region.

Barbara thanked everyone for their attendance and participation in both the AGM and Group meeting agenda items. Apologies for running slightly over the allocated time.

The meeting closed at 11.20 am