

Minutes of SLGTA Group meeting

23rd May 2019 (9.15am – 10.40am)



Venue:

Venture House, Boston Enterprise Centre Endeavour Park
Boston Lincolnshire, PE21 7TW

➤ Attendees:

Barbara Mehew – SLGTA Chairman / **Princebuild Ltd**
Steve Taylor – SLGTA Training Officer / SLGTA Secretary
Carole Jones – CITB Advisor Greater Lincolnshire
Janette Meeney – **Messenger Construction Ltd**
Lee Driver – CITB Apprenticeship Officer
Caroline Cunnington – **KDH Projects Ltd**
Ben Seal – New College Stamford
Sharn Farr – **Regenerated Ltd**
Carol Haith – **JMAW Groundwork & Buildings Ltd**
Olivia Haith – **JMAW Groundwork & Buildings Ltd**
Fiona Harris – **MAGNA Scaffolding**
Trevor Oliver – **Millstone Restoration / EMESS**
Saul Asquith – The Construction Skills People

➤ Apologies:

Wendy Mazzocchi – SLGTA Vice-Chairman / **JM Building Developments LLP**
Jenny Robson – Treasurer
Shirley Tinkler – **George Barnsdale & Sons Ltd**
Paul Dexter – **Messenger Construction Ltd**
Chris Taylor – **MWC Group**
Hayley Rudkin – **Orchard Builders Ltd**
Mark Buckle – **Wilbuck Scaffolding & Hire Ltd**
Tom Dixon – **Magna Scaffolding Ltd**
Deb Ward – **JT Ward Joinery Ltd & JT Ward Kitchens & Bedrooms Ltd**
Jamie Ringsell – Essential Site Skills
Gary McPartland – 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**
Anna Peasgood – Grantham College

Barbara Mehew welcomed everyone to the meeting inviting those in attendance to introduce themselves.

➤ **Minutes of the last meeting:**

The minutes for the Group meeting held on 6th February 2019 were agreed to be a true record;

Proposed Janette Meeney – Messenger Construction Ltd. **Seconded** Sharon Farr – Regenerated Ltd

Matters arising:

- Action point for the distribution of the Groups Training Schedule to members cleared by Steve Taylor

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

- **Alert** - HS&E Test changes from 26th June (see accompanying leaflet)
- **Funding:** –
Skills & Training Fund
Medium Sized Companies Fund to be launched in 2019/20
Easier application (no need for 3 quotes any more)
£6,878,470.00 awarded to 1,511 applicants (April 2018 – April 2019)
- **Current Commissions**
Digital - develop initiatives to help construction leaders implement digital transformation, (£1 million available in total)
First of 3 to help the industry embrace digital change
EOI deadline - 18 June 2019 / Application deadline - 2 July 2019
- **Procurement** – adopting better approaches to procurement which support improved performance, (£3 million available in total)
EOI deadline – 10 June 2019 / Application deadline – 24 June 2019.
Webinar and further details available:- <https://www.citb.co.uk/levy-grants-and-funding/grants-funding/citb-commissioned-projects-fund/improving-performance-through-better-procurement-approaches/>
- **Future Commission Themes include:**
Careers Commission later in 2019
Construction Skills Fund 2
- **Recent Successful Local Commissions:**
Assessment Infrastructure
Pathways into Construction
- **2018/19 Grant Claims** – submit by end of June 2019. Short duration claims need to be made via online portal. Apprenticeships, NVQ achievements etc still use claim form available online.
<https://www.citb.co.uk/levy-grants-and-funding/grants-funding/>
- **Increase in apprenticeship grants** – £2500 per year attendance, £3500 achievement, (£14,500 max over 3 years). Increased achievement grant rate applicable immediately.
- **2019 Levy Returns** – **submit by end of June**
- **Employer Forums 2019** – Lincolnshire Employer Forum confirmed for later in 2019 (in addition to East-Midlands regional event). Suggestions for local content welcomed.
- **Occupational Focus Groups** – Scaffolding is the first identified occupation for our area to focus on. Initial meeting of employers, providers and stakeholders taking place on 30th May.

➤ **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 2019 – Mar 2020) total £28,000**
We have entered the new funding year with no changes to the format or amount to that of last year. It is worth noting that a review is being conducted and it is hoped that a 2/3 year commitment of funding can be agreed in time for the funding period commencing 2020-2021.
- **CITB Additional Grant for Independent Training Groups (April 2019 – Mar 2020) total £43,740**
SLGTA were once again successful with an application for Additional Training grant for the new funding year. A breakdown of the allocation approved was;
 - **Training £23,540** (although only 50 % available throughout the first 6 months pending a review of the total amount of funding within the training budget).
 - **Careers activity £20,200** (covering Construction Skills & Careers events, School Careers Engagements, HMP Work Readiness programme & Work Experience / Recruitment programme).

➤ **Training Schedule:**

The following data was shared with those attending;

First 3 months of 2019 (Q4 of CITB funding period Apr 2018 – March 2019)

161 Training outcomes / £16,907 spent of which £9,902 was claimed against CITB Training Grant.

(January 2019 Training grant claim, although approved remains unpaid) – **Action ST to chase payment**

Since 1st April 2019 (new funding year)

72 Training outcomes / £5,625 spent – no claims currently submitted to CITB

Predicted total up to the end of Q1 (end of June 2019)

133 Training outcomes / £12,852 spent of which we were able to claim back £4,387 via Additional grant.

Saul Asquith – The Construction Skills People (Business development Manager) provided an update to members of the **Fully Funded NVQ Level 2's** that they are able to offer throughout **Lincolnshire**. Funding is available until June 2020. An enquiry was made regarding Cold Storage – White Walling NVQ's which is to be followed up by Saul – **Action ST to monitor and feedback**

Steve Taylor commented that the Construction Skills People have accessed the same funding opportunity that **Essential Site Skills** have been providing over the last year or so. Please note Essential Site Skills are still able to support companies based in **Nottinghamshire, Derbyshire, Cambridgeshire & Peterborough**.

A quick update was provided on a recent addition to the schedule.

SEATS (Site Environmental Awareness Training Scheme) 13th June (Lincoln) £95/person (no VAT)

SLGTA have also now set up accounts with Nationwide Platforms & Safety and Access, thereby enabling a greater offer and reach of provision for members.

Barbara Mehew led a general discussion on Adult Mental Health and the opportunity to run the **Mental Health First Aid (2 day) course**. It was considered to be viable and 2 sets of course dates are to be organised. The intention will be to run the first course in Boston (June) and a second course in July, venue and suitable location to be determined by the delegate uptake. It was agreed that the cost to 'in-scope' members would be £70/person which equates to the CITB Grant eligibility (Tier 2) for this training, thereby making it 100% funded. **Action Steve Taylor to organise and promote**

Linked to the above Carole Jones & Barbara Mehew shared information on the **Lighthouse Construction Industry Charity Club** - Providing financial and emotional support to the construction community and their families. One key element of their offer is a **Direct Industry Helpline 0345 605 1956**. Their website details: **As an industry we need to do more to help and support our workforce and their families.** <https://www.lighthouseclub.org/>

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 – **See Appendix 1 – Training Schedule**

➤ **Events & Activities:**

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

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;

01-02.06.19 – Skills Fest Lincoln Castle Heritage Skills Centre

10.07.19 – Careers Fair Sir Harry Smith Community College Whittlesey

12.07.19 – Careers Fair Spalding High

24.09.19 – Careers Fair Arthur Mellows Village College Peterborough

01-03.10.19 – Construction Week Lincolnshire Showground

07-08.11.19 – Stamford Construction Skills Event – New College Stamford

13.11.19 – Careers Fair Thomas Clarkson Academy Wisbech

Discussions with Grantham College have been held to identify a suitable point in the calendar year for a Construction engagement day (smaller version of the Stamford construction event). The most appropriate time appears to be March, being linked to National Careers & Apprenticeship Week.

Steve Taylor also commented on the links made with additional Heritage related organisations, such as the Heritage Skills Centre, Heritage Lincolnshire, Hill Holt Wood, The Roofing Corporation and East Midlands Earth Structures Society (EMESS). It is hoped that all will be engaged in a 'Heritage Zone' at Construction Week in October. SLGTA will be looking to offer something similar at our Stamford event in November.

Trevor Oliver of Millstone Restoration & EMESS commented on a **Heritage Skills Fest** that is being held at **Heritage Skills Centre (Lincoln Castle) on the 1st & 2nd June**. Trevor also provided information on the work he is undertaking for the National Trust and Church Conservation Trust. It is planned that the various heritage work projects can be opened up to engage with schools and colleges, providing valuable work experience and employer engagement opportunities. **Action ST to distribute details of the Skills Fest when circulating the minutes**

- **New Members:** Applications received from
- **DNA Scaffolding Ltd**, Market Deeping Ltd
 - **AJH Contract Builders Ltd**, Market Deeping Ltd

Both applications for full membership were approved.

Proposed: Barbara Mehew - PrinceBuild, Seconded: Caroline Cunnington - KDH Projects

K Goldsmith & Daughters advised SLGTA that they will not be renewing their membership due to the changes to the structure of the business.

Current membership stands at 48 'in-scope' registered businesses.

➤ **AOB:**

Lee Driver (Apprenticeships Offiver)

- Lee commented that work is being undertaken to support the industry with a better understanding of Apprenticeship Standards, along with the UK Governments Digital Apprenticeship Accounts. Due to changes to regional Apprenticeship Officer personnel, Lee is now supporting West Nott's College and will be undertaking more of the Cambridgeshire area. Nicky Dady will be expanding her current role to cover the South Lincolnshire area.

Carole Jones (CITB Advisor)

- The East Midlands Working Well Together (WWT) group have scheduled another of the 'Mock Trial' events, re-enacting past and current court cases relevant to the construction industry. There is a small fee to attend, but it is always very well attended. The following Eventbrite link which includes further details and to book tickets is:
<https://www.eventbrite.co.uk/e/mock-trial-july-2019-tickets-61286228760>

Janette Meeney (Messenger Construction)

- Janette has been dealing with Lizzie Whittington – Historic Environmental Skills (Lincoln Castle) and is currently negotiating 3 placements with apprenticeship bursaries in Slate & Roofing, Lead and Heritage Plastering. These may provide opportunities for others and be of interest to New College Stamford and others.

Trevor Oliver (Millstone Restoration & EMESS)

- Trevor shared his current success with the Conservation Trust, landing work on Churches throughout Cambridgeshire & Norfolk. The potential still remains within Lincolnshire and the surrounding two counties for work experience/programmes for schools and full-time college students.

Steve Taylor

- Information about the '**Rainy Day Trust**' who are a national registered charity, covering all of the UK that supports the home improvement industry, this includes plumbers, carpenters, electricians, bricklayers etc. Please see web link www.rainydaytrust.org.uk **Appendix 2 – Rainy Day Trust**
- A meeting has been arranged to speak with Dr Saad Sahaan @ Lincoln University to look at their new BSc (Hons), MSc and PhD courses in Construction Science and Management – **Action Steve Taylor / Carole Jones**
- SLGTA Combined insurance up for renewal in June 2019 – **Action Steve Taylor**

Barbara thanked everyone for their attendance and suggested that a 10 minute comfort break be taken for those remaining for the Employer Support Session that follows.

Apologising once again for running over the allocated time, but appreciated everyone's involvement and input to a productive meeting.

The meeting closed at 10.40 am – Steve Taylor to circulate minutes and identify a suitable date and time for our next meeting, possibly 2nd week in September.

Appendix 1 – Training Schedule

2019 - SLGTA & LGTA TRAINING SCHEDULE						
Training Course	Provider	Area	Day	Date	Notes	
Abrasive Wheels	Arion	STAMFORD	Wednesday (am)	29-May-2019		
Asbestos Unlicensed Removal	Arion	Stamford	Monday	3-Jun-2019		
Abrasive Wheels	Arion	Stamford	Monday (am)	10-Jun-2019		
Face Fit Train the Trainer	Arion	Stamford	Monday (pm)	10-Jun-2019		
IOSH - Working Safely (1 day)	Arion	Stamford	Wednesday	12-Jun-2019		
Site Environmental Awareness Training SEATS (1 day)	ESS	Lincoln	Thursday	13-Jun-2019		
Fire Awareness / Warden	Arion	Stamford	Monday (am)	17-Jun-2019		
PASMA	Cathedral	Market Rasen	Tuesday	18-Jun-2019		
Train the Trainer (5 day course)	Arion	Stamford	Wednesday	19-Jun-2019	1 Wednesday/wk for 5 weeks	
Mental Health First Aid - England (2 day)	Revamp	Boston	Wed / Thurs	19th June & 27th June		
SMSTS (5 day)	ANSTS	Lincoln	M,T,W & M,T	1st July	1st 2nd 3rd & 8th 9th July	
Manual Handling	Arion	Stamford	Monday (am)	1st July		
Abrasive Wheels	Arion	Stamford	Monday (pm)	1st July		
SSSTS (2 day)	ANSTS	Lincoln	Wed & Thurs	4th July	4th & 5th July	
Health & Safety in the Workplace (Level 2)	Arion	Stamford	Monday	8th July		
SMSTS Ref (2 day)	ANSTS	Lincoln	Wed & Thurs	10th July	10th & 11th July	
First Aid @ Work (3 days)	Arion	Stamford	Mon, Tues, Wed	15th July	15th 16th & 17th July	
Mental Health First Aid - England (2 day)	Revamp	TBA	Wed / Thurs	17th July & 25th July		
CIRRS CPD Ref Scaffold / Advanced Scaffold (2 day)	Safety and Access	Stallingborough	Thursday Friday	18th July	18th & 19th July	
Risk Assessments & Method Statements	Arion	Stamford	Mon	22nd July		
Asbestos Awareness	Arion	Stamford	Mon	25th July		



 **RAINY DAY TRUST**

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BRIGHTEN
YOUR FUTURE**

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Are you an apprentice in the home improvement sector?
Looking for extra support while you work
towards your qualification?

Here's how we can help:

- Regular financial assistance to help with living costs.
- Transportation grants to pay for season tickets or regular transport to and from training venues.
- Grants to pay for tool kits or safety equipment.
- Grants to pay for extra training modules to enhance their qualification.
- Access to a welfare benefits check to check benefits entitlement.

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