



Sheffield Chamber of Commerce

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SHEFFIELD CHAMBER OF COMMERCE & INDUSTRY

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Skills & Employment Forum Minutes

Wednesday 10th May 2017 – 8am – 9.30am

Wake Smith Solicitors

1 Velocity, 2 Tenter Street, Sheffield S1 4BY

Minutes

1. Attendees

John Baddley, Wake Smith
Tom Sutton, Sheffield Chamber
David Thurkettle, PWC
Peter Norriss, PWC
Josie Brooks, St Wilfrid's Centre
Bridget Kelly, SHIFT Media Ltd
Andrew Hartley, Sheffield College

2. Apologies

Ann Lyon, Thinking Partners
Matt Ingram-Smith, Benchmark

3. Terms of Reference for the Skills & Employment Forum

Following the conversation between the Forum members the updated terms of reference have been listed below:

- Assist employers understand the skills market
- To understand the requirements of employers and the economic strategy for the Sheffield City Region and provide a communication mechanism for employers with providers of education and training to ensure that needs are communicated effectively
- To help in shaping curriculum ideas for skills and training providers by lobbying Government; local, regional and national on skills and education to communicate needs and to help meet employers' demands. The Local Enterprise Partnership is included within the definition of local and regional government
- Promote vocational training routes for post 16/18 education.
- Promote lifelong learning.



4. The immediate objectives of the Forum over the next 12 months have been agreed as below:

4.1 - Establish further engagement with the SME Market

4.2 - Provide clarity on avenues of skills and training support for businesses

5. The research conducted by Paul Corcoran will be need to be bought forward to the next meeting as agenda item. Paul's work will provide information on other existing skills and employment groups or forums that operate within the Sheffield City Region.

6. Peter Norriss provided a comprehensive overview of the Skills Bank. The details have been recorded below:

- £17m fund at the start of the Skills Bank. ESF £11m and Growth fund £6m
- The Skills Bank faced a challenging start engaging with businesses
- The Skills Bank offers a catalogue of courses that businesses can search
- 700 Businesses have received Skills Deals
- The Skills Bank is centred around 1 principle which is not to fund 100% of the training
- Average support from the Skills Bank has been 71% to date
- Josh from the Skills Bank would be able to provide an update on data and employer needs from the interaction with businesses so far

7. The decision has been made to postpone the Skills and Employment Forum event until engagement has been increased within the Forum itself

8. Actions arising from the meeting have been included below:

- Invite Nigel Brewster to the next meeting in his capacity as Vice Chair and skills lead for the LEP – Action John Baddley
- Increase engagement within the Forum – Action All

9. The next meeting will be held on 20th September 2017 with further details to follow in due course

