

**North West England Region**  
**Building Services Engineering**  
Sector Skills Agreement Implementation Steering Group

**NOTES OF MEETING**

**Tuesday 3 June 2008**

Park Royal Hotel,  
Stretton,  
Warrington  
WA4 4NS  
10-00 am

**1. Attendees**

- Derek Holcroft Warmer Heating Ltd
- Andrea DelCampo Emcor
- Marilyn Fisk Learning and Skills Council (LSC)
- Roger Jones BusinessLinkNW
- Nancy Kalinowski (Manchester Providers Network) for North West Providers Network Ltd (NWPN) (substituting for Gail Power Apologies)
- John Cramphorn JTL
- Rob Wellman SummitSkills

**Apologies**

- Natalie Ashton Balfour Kilpatrick
- Barry Briers END Systems
- Steve Hunt Steven Hunt Associates
- Mark Butterworth Dyno Plumbing (A British Gas Company)
- Phil Emerson Noble Integrated Systems
- Fiona McGregor NWUA

**Invited**

- HVCA
- APHC
- ECA
- Unite the Union
- North West Development Agency (NWDA)

**2. Election of Employer Chair**

Due to the lack of employer attendance this was postponed until the next meeting. Derek Holcroft Operations Director, Warmer Heating Ltd acted as Chair for the meeting.

**Action:** Members to nominate and appoint at next meeting.

**3. Election of Vice Chair**

Due to the lack of employer attendance this was postponed until the next meeting.

**Action:** Members to nominate and appoint at next meeting.

#### 4. Terms of Reference ratification

The terms of Reference were discussed and ratified subject to the following amendments.

##### **Constitution**

Add the following:

- Wendy Jones Regional Partnership Manager of Job Centre Plus will be an electronic member of the Steering Group.
- BusinessLinkNW

Derek Holden suggested that IPHE may be considered.

Rob Wellman indicated that Professional Body representation by CIBSE would be provided at future meetings through Steve Hunt, who is President of the NW CIBSE region.

Rob suggested that IPHE, IDHEE may be involved in sub groups when formed.

#### 5. SSA North West Action Planning

Rob Wellman introduced and provided information on the Implementation Priorities in Progress paper June 2008 (appendix A) reminding members that the SSA Action Plan was phased over a three year period.

**Action:** Members to highlight and discuss changes to priority of actions within the Sector Skills Agreement for the NW Region at next meeting.

Members discussed the progress and made the following comments and recommendations as indicated below.

The employers indicated that to be successful in implementation that more employers need to be aware of the both SummitSkills and the Sector Skills Agreement.

**Action:** SummitSkills to work with Partners across the region to raise the profile of :

- The advantages that the employers in the sector can benefit from linkage with SummitSkills.
- The opportunity to develop demand led provision resulting from Partner sign up to the Sector Skills Agreement.

##### **Priority 1** Image and competence: **promoting a positive image of the sector**

- Appendix "A" indicates the progress in development.
- The GoodDay material for Careers is launched from 3 June 2008 with ongoing development.
- It was noted that the Competency Card issue was a longer term goal.

##### **Priority 2** Communication and Information: **creating a knowledge centre for all sector skills development needs**

SummitSkills is working with BusinessLinkNW to act as initial link for employers and Roger Jones indicated that BusinessLinkNW was looking at best way of doing this within its organisation.

SummitSkills has worked with CareersNorthWest to ensure the NWDA funded web based career information used across the region reflects national information.

NWDA funding ceased at the end of March 2008 and the provision has been taken under the delivery of Learn Direct. SummitSkills is linking with Learn Direct to ensure material is kept up to date.

**Action:** SummitSkills to update on National and Regional progress at next meeting.

**Priority 3 Training Provision: ensuring pro-active, highly quality and relevant training**

SummitSkills outlined the work in progress through the removal of obsolete and Non Economically Valuable Skills (referred to as NEVS in Sector Skills Agreement) training provision.

Discussions on appropriate provision within the region is ongoing with LSC and the Higher Level Skills Pathfinder is being used to update Higher Education qualifications at Liverpool John Moores University(LJMU) and University of Central Lancashire(UCLan)

SummitSkills indicated the links to the National Skills Academy for Construction (North West Hub) as attached Appendix "B"

**Priority 4 Funding: flexibility in funding to meet fast-changing needs**

SummitSkills reported on discussions on funding with LSC in the region which is ongoing and the Higher Level Skills Pathfinder funding through NWUA which is being used to update Higher Education qualifications at Liverpool John Moores University(LJMU) and University of Central Lancashire(UCLan) to match the Sector Skills Agreement priorities related to:

- Progression and CPD
- Environmental Technologies.

**Action:** SummitSkills to update on National and Regional progress at next meeting.

**Priority 5 Management & Leadership: supporting the sector to plan and develop profitable and competitive businesses**

Providers are being encouraged to develop and promote the whole portfolio they provided to the sector, not just the technical provision which has happened historically.

## 6. AOB

### Training Quality Standard

Marilyn Fisk of LSC provided an overview for members of the Training Quality Standard. The Training Quality Standard is an assessment framework and an assessment and certification process which has been designed to recognise and celebrate the best organisations delivering training and development solutions to employers. The Training Quality Standard has been designed to reflect employers' priorities and expectations in sourcing training and development solutions, and the practices of the organisations proven to be the best at delivering them.

### Local Authority Funding

Marilyn Fisk of LSC provided an overview for members of the way that future provision funding will change from the current process.

Funding for entrants up to 18 will in future be through local authorities.

SummitSkills indicated that is linking with 14-19 Diploma Consortia (for the Engineering and Construction and the Built Environment pathways) initially to start the influencing of local provision.

## 7. Dates of Future meetings

Proposed dates

- Tuesday 16<sup>th</sup> September 2008
- Tuesday 2 December 2008
- Tuesday 10 March 2009
- Tuesday 2 June 2009

Future venues will be confirmed.

## Appendix "A"

### North West England Region Building Services Engineering Implementation Priorities in Progress June 2008

#### **Skills Priority 1: Professional Image and Competence**

Aspirational sector image  
Fresh approaches to diversity  
Ensuring everyone in the sector is competent  
Public recognition of competence  
One well-policed competency card

#### **Progress**

- Careers promotion National/Regional
- SkillsNW November 2007, March 2009
- Careers Advisors workshops 5 sub regions
- Wirral Futures July 2008
- 14-19 Consortia
- Education Business Partnerships
- Women's Resource Centre for Science Engineering and Technology
- Gifted and Talented
- CIBSE Young Ambassadors
- Girls Day LJMU

#### **Skills Priority 2: Communication and Information**

SummitSkills knowledge centre  
Provision clarity  
Apprenticeship cost/benefit analysis  
Proof that training pays

#### **Progress**

- BusinessLinkNW
- Learn Direct(CareersNorthWest)

#### **Skills Priority 3: Training Provision**

Relevant training reflecting NOS at all levels  
Accredited training mapped to NOS  
Sustainable entry routes  
Wider and sustainable HE provision  
Quality assured training provision including quality marks  
Renewables and environmental technologies

#### **Progress**

- NW Construction & the Built Environment Provider Network
- North West Providers Network Ltd (NWPN)
- North West Universities Association (NWUA)
- Pennine Construction Consortium
- Association of Learning Providers (AOL)
- Cumbria Colleges Network
- Lifelong Learning SSC

**Skills Priority 4: Funding**

Increased flexibility of funding  
Redeployment of NEVS funding

**Progress**

- Learning and Skills Council(LSC)
- North West Universities Association (NWUA)
- European Social Fund(ESF)
- Train to Gain

**Skills Priority 5: Management and Leadership**

Progression and development of first line and middle managers  
Developing enterprise skills for SMEs and micros

**Progress**

- Linkage to Higher Education establishments
- North West Universities Association (NWUA)
- Greater Manchester Skills Alliance (GMSA)
- Higher Level Skills Pathfinder
- Northern Leadership Academy

Rob Wellman  
2 June 2008

## Appendix “B”

### North West England Region Building Services Engineering National Skills Academy for Construction

SummitSkills has supported employers within the National Skills Academy for Construction North West hub with Building Services Engineering, since formation of the hub. The majority of the projects have approximately 40% of the contract value related to Building Services Engineering and therefore any targets reflect an appropriate similar proportion. SummitSkills represents the Building Services Engineering sector on the Steering Group.

#### Approved Projects:

- Elevate- East Lancashire- Keepmoat Regeneration
- Hope Hospital- Balfour Beatty Construction Northern Limited
- Lancashire Coastal Defences- Birse Coastal
- Manchester Schools Framework 2- Balfour Beatty Construction Northern Limited
- Media City- Bovis Lendlease
- Knowsley Building Schools for the Future- Balfour Beatty Construction Northern Limited
- Lancashire Building Schools for the Future- Bovis Lendlease

#### Projects Working Toward Status:

- Bickershaw Colliery- Wigan MBC
- Impact: Decent Homes- The Lord Group
- Lomeshaye Mill- North West Heritage Trust

#### Interested Projects:

- Miles Platting- New East Manchester and Lovell

#### Projects for the Future:

- Omega
- Metrolink
- ‘Liverpool Waters’
- ‘Wirral Waters’
- Wave 2 BSF- Liverpool
- Wave 3 BSF- Salford and Tameside
- Wave 4 BSF- Rochdale and Oldham
- Wave 5 BSF- St Helens and Blackpool
- Carlisle Northern Development Route
- Alder Hey Royal Liverpool Hospital
- Brunswick HRA Housing PFI (The Brunswick Neighbourhood Regeneration Project)

Rob Wellman  
21 May 2008