

North West England Region
Building Services Engineering
Sector Skills Agreement Implementation Steering Group
Notes of Meeting
Tuesday 24 February 2009
Park Royal Hotel,
Stretton,
Warrington
WA4 4NS

Employers and Industry Representatives

Chair Steve Hunt Steven A Hunt & Associates & CIBSE
John Cramphorn JTL

Partner Organisations

Fiona Stanier North West Universities Association (NWUA)
Rob Wellman SummitSkills Operations Manager

Apologies:

Vice Chair Caroline Brown Balfour Kilpatrick
Barry Briers END Systems Ltd (HVCA Representative)
Phil Emmerson NIS Ltd (ECA Representative)
Andrea DelCampo Emcor
Derek Holcroft Warmer Heating Ltd
Mark Butterworth Dyno Plumbing (A British Gas Company)
Ron Pellymounter North West Development Agency (NWDA)
Marilyn Fisk Learning and Skills Council (LSC)
Russell McGrath BusinessLinkNW
Gail Power North West Providers Network Ltd (NWPN)
Helen Osgood Unite the Union
Wendy Jones Job Centre Plus

1. Welcome

With only four members in attendance the cancellation of the meeting was discussed. In the light of the postponement of the previous December 2008 meeting it was decided to continue with the meeting.

It was noted that an additional Agenda item, related to the Recession was added and Rob Wellman advised that SummitSkills had just completed a significant report which added to the existing Sector Skills Agreement reports including the September 2008 update. The summary is due to be circulated later this week and the report should be available next week.

2. Notes of Last Meeting Approval and Matters Arising

The notes were agreed as a true record subject to amendments of meeting dates.

Action 5a

- Rob Wellman reported that a National leaflet has been produced and is awaited from the printers. This will be circulated on receipt and used to extend employer engagement as suggested by the group.

Action 5b

- Helpline continues to be updated with information from providers.

- The Sector Qualifications Strategy is part of main agenda item.

Action 5c

- Training Survey is still incomplete as Providers have not yet provided all information requested by SummitSkills.
- Rob Wellman updated on recent TQS training supported by SummitSkills and that a number of centres have indicated to Rob they are now working or considering working towards TQS accreditation including

Accrington and Rossendale College

St Helens College

Tameside College

Preston College

Manchester College (formerly MANCAT)

- SummitSkills indicated updating of National Occupational Standards had now been completed and that Awarding and Certification Bodies were being requested to update their qualifications to meet the current requirements.
- The recently launched Foundation Degree, being developed at LJMU and UCLan in the North West were already being developed to the latest National Occupational Standards.
- NWUA updated that latest HLSP funding had still not been launched but was imminent.

Existing development funded by the HLSP was proceeding well and LJMU were also developing a range of postgraduate provision in Building Services Engineering, to be accredited by CIBSE, to enable progression from the Foundation Degree due for launched at LJMU and in conjunction with other FE Colleges in September 2009.

UCLan development of the Foundation Degree was progressing well and UCLan were also updating their existing postgraduate provision to match the new National Occupational Standards and the Sector Skills Agreement.

Action 6

- Main Agenda item

4. Sector Skills Agreement North West Action Planning

Rob Wellman provided amended versions of the Sector Skills Agreement Action Plan Implementation for 2009-2010 indicating:

- Ongoing Programme for 2009-2010
- Summary of Progress

4a Priority 1 Image and competence: promoting a positive image of the sector

In the light of the SummitSkills February 2009 Recession Report it was identified that lower recruitment numbers would occur and less emphasis would be put on recruitment than had occurred in 2008.

To support the SummitSkills February report, fresh additional guidance is to be provided to support the existing Good Day material for

- Apprentices displaced from companies
- Mature Trainees and those upskilling but displaced from companies
- Young people wishing to develop a career in the sector but unable to gain employment
- Similar information for Mature entrants and those wishing to join the sector with existing similar engineering skills.

SummitSkills has commenced discussion with a partner in Lancashire, about development of a Shared Apprenticeship project, linked to the National Skills Academy for Construction Elevate project supply chain.

4b Priority 2 Communication and Information: **creating a knowledge centre for all sector skills development needs**

SummitSkills continues to develop information for use within the proposed knowledge hub. SummitSkills has just completed an update to the Good Day Career Map including the Diploma routes and the Foundation Degree now offered in the North West. SummitSkills continues to develop both Employer and trainee case studies.

4c Priority 3 Training Provision: **ensuring pro-active, highly quality and relevant training**

SummitSkills continues to encourage development of quality demand led provision and the TQS support and progress.

SummitSkills is now linking with the NW Domestic Energy Alliance(NW DEA) funded by NWDA and supported by the Energy Saving Trust.

A key action for the NW DEA group is ensuring adequate training and skill levels related to the current environmental technologies.

Fiona Stanier of NWUA highlighted the development of the NWUA Higher Level Database link at <http://www.summitskills.org.uk/nations/331> as well as updating the group on the current effects that the recession is having on recruitment and possible provision for the future.

Through the soon to be launched HLSP funding it is aimed to encourage provision to be developed to assist particularly those who are displaced and enable them to upskill in Environmental Technologies ready for their re-entry into the workplace.

Fiona highlighted that HEFCE funding is available to HE providers to support those affected by the recession.

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

SummitSkills continues to work with LSC on funding provision to suit the Sector Skills Agreement requirements.

4e Priority 5 Management & Leadership: **supporting the sector to plan and develop profitable and competitive businesses**

SummitSkills is currently investigating use of DTI developed Inspirational Leadership which may be used by companies in the sector.

The HLSP extension funding specification includes for development of Management and Leadership in addition to that already included in existing projects.

4 Action

Forward copy of Sector Skills Agreement Action Plan Implementation for 2009-2010 indicating:

- **Ongoing Programme for 2009-2010**
- **Summary of Progress**

To all group members for further comment and feedback.

5 SSC Re-Licensing

SummitSkills reported that the Re-Licensing process had taken place earlier in February.

Employers and Partners from the region who had participated were thanked for their contribution.

Rob Wellman was interviewed by The National Audit Office, as well as other SummitSkills staff and members of the SummitSkills Board and Executive.

The feedback to date has been positive and a final announcement should be made in April 2009.

6 Recession Action Planning

A discussion and feedback on the current situation and projected future actions, following the publication of the SummitSkills Sector Skills Agreement February 2009 Update Report. The Chair reported on feedback from other consultants and that many projects were being suspended and put on the shelf, which would have direct effect and may mean reduction of numbers of employees required and would have a longer term effect on contractors. JTL indicated that during last year the numbers of apprentices recruited was reduced dramatically and both Plumbing (about 40% reduction) and Electrical (about 20% reduction) were worst effected. 120 Apprentices in the NW had been displaced and to date only 20 have found alternative employment. JTL continued to train these without funding from LSC at present. NWUA indicated that Universities were planning for nil growth despite the fact that there may be a growing number of applicants although as applicants become aware of the sector problems they may be change their minds about a career in the sector. There is concern about sustaining departments if recruitment is low.

6.Action

- **SummitSkills to distribute Sector Skills Agreement February 2009 Update Report**
- **Members are encouraged to provided feedback on effects of which they are aware**

7 Any other Business:

7 Action

The Chair requested SummitSkills to contact all members to gain confirmation of their continued support and provide feedback.

8 Dates of Future meetings

Future planned meetings agreed.

Tuesday 2 June 2009 at **Park Royal Hotel, Stretton**, Warrington WA4 4NS

Steve Hunt Chair has kindly offered to host the following two meetings currently planned.

Tuesday 6 October 2009 at **Steven A Hunt & Associates** Hangar 9 De Havilland Drive, Speke, Liverpool L24 8RN www.stevenhunt.com for location map

Tuesday 2 February 2010 at **Steven A Hunt & Associates** Hangar 9 De Havilland Drive, Speke, Liverpool L24 8RN www.stevenhunt.com for location map