



**Minutes for Northern Devon Employment and Skills Board Advisory Group meeting**  
**Atlantic Academy, Thursday 12<sup>th</sup> September 2019 – 3.30pm**

**Attendees**

Bill Blythe (BB) – Vice Principal, Petroc (Chair)  
Nicola Williams (NW) - ESB Co-ordinator  
Janet Phillips (JP) – North Devon Manufacturing Association  
Andrew Mosedale (AM) – Group HR Manager & Academy Principal for Brend Hotels  
Andy Branston (ABr) –Senior Youth Support Worker, DYS Space Ltd, Bideford  
Ben Mitchell (BM) - Enterprise Co-ordinator, The Careers & Enterprise Company  
Garry Brown (GB) – Group Training & Development  
Joanna Nancekivell (JN) – HR Executive, Applegate  
Kath Hames (KH) – Petroc Business Engagement Account Manager  
Alex Boardman (AB) – Teacher and Lead of IAG, Atlantic Academy  
Sandra Peters (SP) – Careers Lead, Great Torrington School  
Lauren Deacon (LD) – HR Manager, TCI Bideford  
Serena Thomas (ST) – Careers Lead, Park Community School  
Pete Wilcox (PW) – Community Champion, Asda Bideford  
Andy Parsons (AP) – Aspire Leader, Braunton Academy  
Chris Fuller (CF) - Economic Development Officer, TDC  
Emily Willoughby (EW) - Industry Placement Co-ordinator, Petroc  
Steve Cronin (SC) - Careers Lead, Ilfracombe Academy  
Kirsty Mottram (KM) - Partnership co-ordinator, Serco  
Paula Byers (PB) – President Barnstaple Chamber. Chair Digital Northern Devon  
Tony George (TG) – Employer Advisor, JCP Barnstaple

**Apologies**

Mike Matthews – Lineal Software Solutions (Chair of ESB)  
Trudi Spratt – Barnstaple Chamber of Commerce  
Anne Sutton – Training and Development Officer, TDK Lambda  
Sahara Stockwell - Support for Schools and Employer Advisor, DWP Bideford  
Andy Bell – North Devon Biosphere  
Walter Moore – Asda, Barnstaple  
Louise Adam – North Devon Plus  
Jayne Marsh-Jones – PALL Europe  
Michelle Rose – HR Manager, North Devon Homes  
Dominie Dunbrook – Senior Economic Development Officer, NDC  
Phill Adams – DCC

Simon Spiers - Territory Manager, Viridor  
Craig Bulley – Green Lanes Centre Manager  
Heather Cox – Careers Admin, Bideford College  
Lisa Whitrow – Field Sales Director, Reach PLC  
Hilary Prouse – HR Manager, Pearce Construction  
Graham Woolcock - Programme Delivery (Business) Officer, North Devon Plus

**1) Welcome**

Lynsey Slater, Head of Atlantic Academy welcomed all the AG attendees to Atlantic Academy and that the school is happy to be accredited to ND ESB Advisory Group and to have links with its members.

BB thanked Lynsey and Atlantic Academy for hosting the Advisory Group meeting and welcomed everyone to the first meeting for the new academic year.

**2) Introductions**

Attendees gave a brief introduction and advised the group of their job roles.

**3) Tony George – Job Centre Plus (JCP), Disability Hub Programme**

TG presented information on a new programme run by JCP and DCC called Employment Hub jointly funded by DCC and DWP. Work in partnership with employment focus support services, local businesses and disabled people.

**4) Kirsty Mottram, - Serco, Skilled Support for the Workforce/Redundancy**

Skills Support for the Workforce/Redundancy is part of Serco's Employment, Skills and Enterprise (ESE) business unit. Serco manages the Skills Support for the Workforce programme in partnership with the Local Skills Support in Redundancy. Further information regarding Skilled Support for the Workforce/Redundancy is attached or contact Kirsty Mottram on 07718 193665, [www.serco-ssw.com](http://www.serco-ssw.com)

**5) Emily Willoughby – Petroc, T.Levels**

EW discussed T Levels (Technical Levels). The government plans to have three separate routes within further education consisting of A Levels, T Levels and Apprenticeships. T Levels are government led 2 year courses, integrated with local employers, class room theory, and practical learning an industry placements. The first three T Levels will be implemented from 2020, digital, construction and education and childcare. T-Levels intend to provide a clear pathway for progression either on to employment, Higher Level Apprenticeship or University. The courses will be 80% in class theory and 20% of time in the workplace via an industry placement of 315 hours/45 days.

Industry placements are part of a new government initiative introduced in preparation for T-Levels. T-Levels will commence within selected colleges from 2020 and Petroc is one of 54 colleges piloting this. All vocational subjects are involved in

the industry placement pilot. Attached is an Industrial Placement Information sheet or for further information contact Emily Willoughby on 07976 240217, [emily.willoughby@petroc.ac.uk](mailto:emily.willoughby@petroc.ac.uk).

#### **6) Diary of known events**

The Northern Devon Employment and Skills Board is a board of people who bring together opportunities for employment and skills to increase those skills and opportunities in Northern Devon. It is a way of bringing together local employers and school establishments, parents and students.

The ND ESB now has a new website [www.ndesb.ork.uk](http://www.ndesb.ork.uk) and Twitter account nd\_esb where your events or news can be advertised. All diary events and news details should be emailed to Nicola Williams, ESB Co-ordinator [nicola.williams@petroc.ac.uk](mailto:nicola.williams@petroc.ac.uk)

#### **Hidden Talent Event**

The ND ESB are collaborating with JCP to host an Employers Disability Awareness Breakfast (Tuesday 24<sup>th</sup> September 8am) and a Reverse Job Fair (Wednesday 6<sup>th</sup> November). These events will be co-hosted by PLUS, Next Steps Development, Young Devon, Project Search, Petroc Supported Learning and Empowering Enterprise.

These organisations aim to support people with learning disabilities; including Asperger's and Autism, into employment and teach employers to understand the benefits of employing these individuals.

For further details contact [tony.george@dpw.gov.uk](mailto:tony.george@dpw.gov.uk) or [nicola.williams@petroc.ac.uk](mailto:nicola.williams@petroc.ac.uk)

#### **7) Any Other Business and attendee events**

##### **Kathryn Hames, Petroc Business Development Team**

Petroc are planning on hosting attendance evenings planned for employers that have apprentices.

##### **Steve Cronin, Ilfracombe College**

Their work experience programme is being moved from the last week of June to the last week of term in July w/c 13<sup>th</sup> July.

##### **Serena Thomas, Park School**

Park School are hosting a Post 16 Options evening, with Pilton Community College, on 3<sup>rd</sup> October 5pm – 7pm.

##### **Andy Parsons, Braunton Academy**

AP advised of an event planned called 'Most Interesting Job in the World' which involves parents and alumni talking to students about their careers.

On the 4<sup>th</sup> February 2020, they will be holding their Careers Speed Dating event.

#### Sandra Peters. Great Torrington School

GTS is hosting a Talking Rubbish Recycling and Sustainability event, Thursday October 17<sup>th</sup>, for schools in the morning and businesses in the afternoon. See attached information.

#### Janet Phillips - NDMA

Plans are underway for next year's Annual awards and schools competitions NDMA would like help and feedback from secondary schools in regards to the secondary school competition. The secondary school competition can submit excerpts of the students GCSE work to use in the competition. This has been an issue as schools cannot release GCSE work before the GCSE moderation. Time is a factor for students to work on their GCSE work and to undertake a project for the NDMA as well. Any help or information and ideas on changes with the secondary school completion please contact Janet Phillips [janetphillips@anewsouthwest.co.uk](mailto:janetphillips@anewsouthwest.co.uk)

#### Bill Blythe – Petroc

There is a preliminary date of the 15<sup>th</sup> January 2020 for the launch of the Centre of Technology and Innovation Excellence (COTIE), at Petroc Campus. The centre is a £1.2 million development aimed at small and micro enterprises having the opportunity to use technology that they would not have access to, in order to develop products and concepts. This centre is designed to sit alongside the ND Enterprise Centre which will be located in Roundswell and due to open in a years' time. The idea to open on the 15<sup>th</sup> January is to combine this with our next Advisory Group meeting, and Barnstaple C of C meeting, to create an Innovation afternoon.

BB also confirmed that the SW Institute of Technology, a government initiative to develop Level 4 and 5 educational provision through higher apprenticeships and foundation degrees has been approved and that Petroc will have a 3 million Innovation of Technology centre (IoT), due to open in March 2021.

#### Andrew Mosedale – Brends Academy

Brends Academy will be showcasing at the Cornwall Skills Show 8<sup>th</sup> October

#### Andy Branston – Space

Free drone film workshop took place on the 20<sup>th</sup> September  
2 day Tech Jams –One will be held in Bideford Jan/Feb 2020

#### Paula Byers – Barnstaple Chamber, Digital North Devon & Lime Cloud

Digital Skills Partnership has released their Digital Momentum Project which focuses in Digital Skills in business. <https://www.gov.uk/guidance/digital-skills-partnership>  
Barnstaple Chamber AGM in November. Tim Smit will be the Guest Speaker, to discuss the Junction 27 development.

Lime Cloud will be opening Business Hub in South Molton, engaging with schools with STEM activities.

Alex Boardman - Atlantic Academy

Launching a Mentoring Scheme. AB requires any help with the layout of the main document before being printed and sent out to businesses. Also looking for businesses to become industry Mentors with a commitment of 1 hour per term (6 hours in total). Contact Alex if you can help in any way  
[alex.boardman@atlantic.academy](mailto:alex.boardman@atlantic.academy)

**8) Date of next meeting**

Wednesday 15<sup>th</sup> January 2020 at Petroc, Main Campus 3pm.