MEETING AGENDA

|  |  |
| --- | --- |
| * 1. Subject:
 | * + 1. Skills and Employment Forum
 |
| * 1. Date and time:
 | * + 1. Wednesday 1st May 2019 10am – 12.30pm
 |
| * 1. Location:
 | * + 1. 5th Floor, Rm: Duffield - Cottons Centre, Cottons Ln, London SE1 2QG
 |
| * 1. Attendees:
 | * + 1. **Skills and Employment Forum Chair**

Brian McKeown **BMK** (DWP)* + 1. **External representatives**
		2. Ahmed Ali (Newham)
		3. Aklak Ahmed (RB Greenwich)
		4. Angela Coulson (Livetts)
		5. Billy Seago (Hammersmith and Fulham)
		6. Chris Dransfield (Build London)

Christine Lynch (Tower Hamlets)Clare Edgson (Hammersmith and Fulham)Clive Jelf (RB Greenwich)Colin Middleton (Tower Hamlets)Denise Atkinson (Lewisham)Giovanni Basile-Garcia (Westminster)Graham Sutton (City of London)Jaqueline Faulkner (Lambeth)Jaspreet Ruprah (Ealing)Karen Gray (Wandsworth)Kath Moore KM (Women into Construction)Kinsley Otubushin (RB Greenwich)Leonie Burke (Hounslow)Lorna Burley (Lewisham)Mark Ward (RB Kensington and Chelsea)Michael Heanue (Greater London Authority)Peter Ellis (RB Greenwich)Rachel Hart (RB Greenwich)Richard Pearce (Southwark)Richard Tribe (Greater London Authority)Roger Daley (Lewisham)Romana Anjum (Newham)Samina Hussain (Hounslow)Sarah Spindler (GLA)Sean McKee (London Chamber of Commerce)Susan Pieterse (Hounslow)Thomas Harding (Westminster)**Project representatives**Lilia Frunzo (Tideway West, BMB)Jeremy Galpin (Tideway East, CVB)John Gullick (Tideway)Juliana Postarini (Tideway Central, FLO)Katie Ashton (Tideway West, BMB)Molly Albone (Tideway East, CVB)Mónica Lobo ML (Tideway) Roger Bailey (Tideway)Tom Lane (Tideway West, BMB)Tom Travers (Tideway Central, FLO) |
| * 1. Document ref:
 | * + 1. 2500-TDWAY-TTTUN-990-ZZ-OM-700094
 |

# Safety moment

| * 1. Item
 | * 1. Safety topic
 | * 1. Lead
 | * 1. Duration
 |
| --- | --- | --- | --- |
| * + 1. The safety moment is used to raise any aspect of safety at the start of every meeting.
 |
|  | * + 1. [Safety topic]
 |  | * + 1. [5 mins]
 |

# Agenda items

| * 1. Item
 | * 1. Topic
 | * 1. Lead
 | * 1. Duration
 |
| --- | --- | --- | --- |
|  | * + 1. Welcome and presentations
		2. (name, job title, what you would like to take out from the meeting)
 | * + 1. BMK
 | * + 1. 10min
 |
|  | * + 1. Review of minutes from last meeting and actions arising
 | * + 1. BMK
 | * + 1. 10 mins
 |
|  | * + 1. Performance across Alliance – summary of performance since the last Forum
		2. - Quarter 4 2018 S&E and Build London dashboards
		3. - Women into Construction & Tideway performance
 | MLKM | 10 min5min |
|  | * + 1. Tunnelling Operatives Apprenticeships – why is it an achievement (what went well, challenges and key outcomes)
 | MWCs | 15min |
|  | * + 1. Skills & Employment Plan 19/20
		2. - identified skills/ jobs needed across Alliance
		3. - acceptance of Skills & Employment plan
 | * + 1. MWCs
	1. BMK
 | * + 1.
		2. 5 mins
		3. 5min
 |
| 8.  | * + 1. Mentoring Circles – identify how can it be integrated on Tideway’s on-going activities
 | * + 1. BMK
 | * + 1. 15min
 |
| 9.  | * + 1. Local recruitment – new proposed framework discussion and agreement on next steps
 | * + 1. MWCs
 | * + 1. 20min
 |
| 10.  | * + 1. CITB and The Mayor’s Construction Academy Hubs update – identify how can Tideway use the Hubs to support training and recruitment needs for 19/20
 | CLBP/MB | * + 1. 10min
 |
| 11.  | AOB * Exception reports from LOOGs and boroughs
* Validation of recruiting distribution lists
 |  | * + 1. 15 min
 |