

Apprenticeships East Sussex
25th January 2018, 11:30 – 13:30, County Hall, Lewes

Present: Caroline Bragg (CB) ESCC; Nick Ludford (NL) Plumpton; Sara Taylor (ST) EBC; Mel Parr (MT) MY Trust; Vicky Faulkner (VF), Brighton University; Mel Fuller (MF), STUK; Ana Christie (SC), Sussex Chambers of Commerce; Martin Searle (MS), FSB; Christina Ewbank (CE), ACES.
 Apologies: Paul Mitchell, SCTP; Colin (MF in place), Victoria Conheady, HBC.

| Items | Discussion Points | Action |
|---|--|---|
| Minutes and actions from last meeting | <p>The Institute for Apprenticeships will not be replacing the Level 2 business admin framework with a Level 2 equivalent standard. CB has brought together a group of LA and NHS reps to look at this and whether there is a possibility of setting up a new trailblazer group. Reasons cited by previous Trailblazer group included inability to distinguish between Level 2 and 3. CB has contacted the previous trailblazer group with no response yet. Mark Dawes from AELP has emailed with offer of support. CB to take forward and update group at the next meeting.</p> <p>PM to include MP on agenda to talk to SCTP members about the pre-employment and apprenticeship support YES can provide</p> <p>CB drafting briefing for Councillors to discuss with MPs on impact of apprenticeship reforms. Impact of non-Levy procurement to be added. Action: CB to share briefing with the group to ensure consistent message to MPs</p> <p>Feedback from AES Apprenticeships in Sussex delivery of NAW roadshow fed back and taken on board – see below.</p> | <p>CB</p> <p>PM/MP</p> <p>CB</p> |
| <p>National Apprenticeship Week –</p> <p>Apprenticeships in Sussex roadshow</p> | <p>Apprenticeships in Sussex to deliver two roadshows at Eastbourne Town Hall (15th March) and Stade Hall, Hastings (21st March) 5-7pm with employer and provider stands, and two panel discussions to include employer, apprentice, training provider and one other. The first panel will focus on traineeships/apprenticeships and the second on higher/degree apprenticeships. Stands to include businesses with live vacancies or due to recruit in 6-12 months. A postcard to go out to all those in year 11,12,13 and 14 (age 15-18). Other age groups can take part and packs of leaflets will be distributed to Job Centres, colleges, YES. Social media campaign - #yourehiredES. Bookings through www.c360.org.uk/NAW2018</p> <p>Action: All to share information via networks and social media. CB to send out information, logo and text to promote to business networks. MS/AC/CE to share with employer networks to increase participation of businesses recruiting apprentices.</p> <p>Apprenticeships in Sussex also delivering awareness sessions for year 11s in East Sussex, West Sussex, and Brighton schools, funded through NCOP, and have promoted through the East Sussex CEIAG networks.</p> <p>On 7th March there will be a graduation event in Brighton and Hove - https://www.sctp.org.uk/brighton-hove-apprenticeship-traineeship-graduation-ceremony-9-march-2018/</p> | <p>All/ CB AC/CE/ MS</p> |
| Partner updates | <p>NL updated on Plumpton activities during NAW – pop up events with schools, sector specific. STEM focused on agriculture and horticulture requirements, with employers present. Also planning pop up events in colleges to engage over 1000 students.</p> <p>Action: CB noted that ESCC can promote any activities to schools. NL to provide with further information.</p> <p>University of Brighton running an event with the Business School and the Institute of Directors as part of their annual updating</p> | NL/CB |

| | | |
|---|--|---|
| | <p>event, with focus on apprenticeships, higher level, leadership and management. All local members and professional bodies are invited on Tuesday 6th March 2018, 6-8pm.</p> <p>STUK will attend all NAW events that they can.</p> <p>MP spoke of the new developments they are making with the NHS, with pre-employment and apprenticeships. Action: CB to look at roadshows agenda to see if there is join up with MF and NHS stand.</p> | CB |
| <p>Apprenticeship Reforms –</p> <p>Non Levy procurement update</p> <p>Opportunities to respond/lobby</p> | <p>Procurement round for non-levy training closed and was announced just before Christmas. Comment that very disappointing that a number of providers, although did well at tenders, the ESFA budget was reduced and all allocations reduced by approx. 50%. Some providers dipped below the £200K threshold and have lost their contracts.</p> <p>The data for Q1 apprenticeships released for August-October 2017 shows a 25% drop in apprenticeships starts in East Sussex compared to the same period last year. CB noted that there has been a steady growth rate of 8-9% in the years previously. At district and borough level, the drop is 32% in Eastbourne, 16% Lewes, 39% Hastings, 26% Rother and 14% Wealden.</p> <p>A letter was sent by Graham Peters on 21/12/17 in response to the procurement and loss of contract for UoB. Anne Milton has sent a standard response today. Agreed that the group must look for collective and consistent response. SELEP is also due to send a letter out to Anne Milton.</p> <p>Action: CB to share letter from Graham Peters to Anne Milton, and response with minutes.</p> <p>Action: CB to draft bullets to be used by Councillors to discuss with MPs and others in lobbying to ensure consistent message.</p> | <p>CB</p> <p>CB</p> |
| <p>Hastings Opportunity Area update</p> | <p>Board has been overseeing the work, outlining priorities to address social mobility. Consultation has involved education, health and strategic stakeholders. Key priorities: improving literacy; raising attainment in maths; improving mental health and resilience; broadening horizons and developing skills for employment.</p> <p>CB to include link to the Hastings Opportunity Area plan 2017-20</p> | CB |
| <p>Apprenticeship Action Plan –</p> <p>Review of actions underway</p> | <p>AiS is currently going into schools, creating apprenticeship roadshows, training apprentice ambassadors. Action: MF to send interested apprentices to CB to be referred to AiS for training.</p> <p>Enterprise Adviser network links with schools strategically and involved in Apprenticeship Roadshows</p> <p>Action: Colin to provide update for 16-24 Enhancing Apprenticeships contract at next meeting.</p> <p>Action: CB to find out if task groups are able to report on progress in addressing gender imbalance</p> <p>YES have offered to provide training for employers to support them to recruit and retain young people as apprentices.</p> | <p>MF</p> <p>CBr</p> <p>CB</p> |

| | | |
|---------------------|--|--------------------------------------|
| | <p>Action: All to think of case studies, good news stories that can be used by FSB/ ACES/ Chambers newsletters, particularly during NAW</p> <p>Suggestion that films of apprentices created to include in promotional activity. AiS/SCTP have done this with SELEP funding. CB to include links to films in the minutes - http://www.apprenticeships-in-sussex.com/videos-emp.php</p> | All |
| AOB | <p>Plumpton are currently looking at expanding apprenticeships in Fisheries sector through funding research project. Will run from Tilgate to Bournemouth, and engaging young people to come in to industry.</p> <p>Action: NL to link with CB re Industry Champions to promote in schools</p> <p>Plumpton are launching apprenticeships with 68 craft breweries in the South East, having developed a trailblazer group last year which should be taken forward in march.</p> <p>ACES are holding an event at UCT Newhaven to showcase the Newhaven Enterprise Zone. Waiting for date then will send out. Focused at employers, but colleges can come. Action: CE to send date for event.</p> <p>ACES event on 26th March at the Cooden Beach hotel, with presentations from Enterprise Adviser, Steve Baldry, alongside ESx Enterprise Coordinators. Event details on Eastbourne Chambers website. As/ ECs/ IC's, event details on Eastbourne chambers website.</p> | <p>NL/CB</p> <p>CE</p> |
| Next meeting | <p>Attendees agreed that meetings will continue to be held before Skills East Sussex quarterly</p> <p>Next dates: 20th March 2.00-4.00 venue TBC; 21st June 2.00-4.00 venue TBC; 27th September 10.00-12.00 venue TBC; 6th December 2.00-4.00 venue TBC.</p> | |