

Young People's Education and Skills: Apprenticeship Sub-Group

AGENDA

Chair:	Andy Scott	Job title:	Service Head for Economic Development
Date:	24 March 2016	Time:	10.00 – 11.30
Venue:	London Councils, meeting room 5		
Officer:	Neeraj Sharma	Email:	Neeraj.sharma@londoncouncils.gov.uk

Item 1.	Welcome, introductions and apologies	Andy Scott
Item 2.	Notes of the last meeting and matters arising <i>(paper - for agreement)</i>	Andy Scott
Item 3.	Update from sub-group members <i>(those supplied in advance - targets, challenges (as employer/contractor), successes)</i>	All
Item 4.	National Apprenticeship Week 2016 - 14 to 18 March	All
Item 5.	Apprenticeship Reforms	
	Overview of levy and public sector target	Negat Lodhi
	<ul style="list-style-type: none"> Levy <ul style="list-style-type: none"> What is your organisation's estimated contribution to the levy? How are you intending on using the levy locally? 	All
	<ul style="list-style-type: none"> Apprenticeship Target <ul style="list-style-type: none"> Views on the consultation and its proposals? 	All
	<ul style="list-style-type: none"> Apprenticeship pay <ul style="list-style-type: none"> Current pay levels of apprenticeships in London? How will the apprenticeship levy and target impact apprenticeship pay levels/bands? 	All
	<ul style="list-style-type: none"> Role of the sub-group to shape reforms/implementation 	
Item 7.	Any Other Business	All

Date of Next Meeting: 23 June 2016, 10-11.30am, London Councils, meeting room 5

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Young People's Education and Skills (YPES)

Local Authority Apprenticeship Sub-Group

Date	24 November 2015	Venue	London Councils
Meeting Chair	Andy Scott, London Borough of Tower Hamlets		
Contact Officer:	Neeraj Sharma		
Telephone:	020 7934 9524	Email:	neeraj.sharma@londoncouncils.gov.uk

Attendance:

Members:

Andy Scott	London Borough of Tower Hamlets (Chair)
Jo Margrie	Hackney Learning Trust
Stuart Woosnam	Havering College
Rachel Dowse	London Borough of Barking and Dagenham
Nick Humfrey	London Borough of Camden (for Michael Pratt)
Jivko Hristov	London Borough of Croydon
Tomi Moronkola	London Borough of Hounslow
Stavroulla Aristokle	London Borough of Islington
Geeta Tailor	London Borough of Islington
Andrew MacPhee	London Borough of Lambeth
Lorna Fraser	London Borough of Southwark
Beth Penwarden	London Borough of Southwark
Jenny Dutton	London Borough of Tower Hamlets
Nicola Mayell	London Work-based Learning Alliance (for Vic Farlie)
Negat Lodhi	National Apprenticeship Service
Oreleo Du Cran	Union Learn/SERTUC
Simon Steptoe	Unison

Officers

Dianna Neal	London Councils
Neeraj Sharma	London Councils
Selina Young	London Councils

Apologies

Samantha Dodd	City of Westminster
Helga Senior	EPIC CIC
Michael Pratt	London Borough of Camden
Vanita Nicholls	London Borough of Ealing
Denise Atkinson	London Borough of Lewisham
Vic Farlie	London Work Based Learning Alliance

1 Welcome Introductions and apologies

- 1.1 Andy Scott welcomed attendees to the apprenticeship sub-group. Apologies for absence were noted.

2 Notes of the last meeting and matters arising

- 2.1 The notes of the last meeting were agreed.

3 Update from sub-group members

- 3.1 Andy Scott encouraged apprenticeship sub-group members to provide written updates in advance of meetings for circulation with the papers. Due to the expanding membership, the traditional method of roundtable updates was taking longer to complete and takes up a greater proportion of the meeting than before.
- 3.2 Apprenticeship sub-group members talked through apprenticeship recruitment challenges and solutions:
- 3.3 A number of local authorities reported going through reorganisations and the rationalisation of services. Opportunities to create or offer apprenticeships were becoming increasingly challenging.
- 3.4 Local authority supply chain organisations frequently reported that low take up of apprenticeship opportunities and quality of applicants are concerns.
- 3.5 Many young people need support to prepare for an apprenticeship programme and traineeships could perhaps help. Havering College reported that their legal team had offered young people work experience within their team and these individuals subsequently applied for an apprenticeship.
- 3.6 Hackney Learning Trust has been working intensely with local schools to raise further awareness of apprenticeships and opportunities available to young people in a bid to increase the number of referrals from schools.

Action point: Apprenticeship sub-group members to provide written updates for circulation in advance of apprenticeship sub-group meetings.

4 Maintaining the quality of apprenticeship programmes

Southwark Council

- 4.1 Beth Penwarden and Lorna Fraser talked to the presentation setting out the Southwark Apprenticeship Standard. When the Southwark Apprenticeship Standard was initially developed the focus was to target key growth sectors locally and then identify which organisations to approach. To date, 24 local organisations had signed up to the standard and were making considerable progress to achieving the different requirements needed to meet the standards. Employers targeted to join the standard and support provided include:
- SMEs and large businesses that have never created an apprenticeship
 - Construction and built environment employers
 - Prospecting and engaging new businesses
 - Converting existing vacancies
- 4.2 Further work was needed to improve the alignment between apprenticeship intake cycles and pre-apprenticeship programmes to shorten waiting periods. A shortlist of

training providers to help employers to find suitable providers continues to be developed.

- 4.3 Programme funding came within existing Southwark Council budgets.
- 4.4 Apprenticeship sub-group members thanked both Beth and Lorna for sharing the good work being undertaken by Southwark Council. There was a request for further information about the funding of the programme to assist with understanding the costs involved and whether it could be replicated elsewhere.

Union Learn

- 4.5 Oreleo Du Cran explained that the unions were actively supporting the creation of apprenticeships. For instance, the Union Of Construction Allied Trades & Technicians held meetings with developers to encourage the creation of construction apprenticeships with conversations currently underway around the Lambeth and Elephant and Castle redevelopments.
- 4.6 Unions worked with the Chambers of Commerce to support SMEs. Additionally, within local authorities, unions offered a range of services including mentoring for apprentices. Oreleo encouraged apprenticeship sub-group members to get in touch with their union learning reps to find out what support opportunities would be available locally.
- 4.7 Union Learn had established a Charter for Apprenticeships with 8 key principles that should underpin high quality apprenticeships. It was agreed that it would be helpful to circulate the Charter for Apprenticeships.

Action point: Beth Penwarden to provide an update on the funding arrangements for the Southwark Apprentice Programme.

Action point: Oreleo Du Cran to circulate the Union Learn Charter for Apprenticeships.

5 Future of Apprenticeships

- 5.1 Negat Lodhi talked to the presentation shared at the meeting. She explained the government's intention that all apprenticeship starts from 2017 will be on the new government standards that will replace existing frameworks.
- 5.2 The government envisions a migration from apprenticeship frameworks to standards over the course of the Parliament (up to 2020), with as much of this to take place by 2017/18 as possible. Government will stagger the withdrawal of public funding for new starts on framework apprenticeships as employers take on apprentices on the new standards, and give reasonable prior notice to training providers of this so that they can review their training offer.
- 5.3 Apprenticeship funding reforms, the co-investment model, remained on course to go live in 2017. The Digital Apprenticeship Service would be the platform used by employers to identify the training provider and enable the provider to draw down funding.

- 5.4 The government will introduce a levy on employers to support the development of apprenticeships. There would be further announcements as part of the Comprehensive Spending Review published on the 25th November 2015.
- 5.5 Dianna Neal confirmed it was important any apprenticeship target was realistic in light of the overall budget reductions in the public sector. London Councils continued to seek clarity from government about the following:
- Whether the target would apply to local authorities.
 - Whether apprenticeships created through supply chains would count towards the overall target placed on individual public bodies.
 - Whether meeting the target would be supported with additional funding to enable the tracking and recording of apprenticeship starts.
- 5.6 The apprenticeship sub-group members thanked Dianna and Negat for the update and it was agreed that Negat's presentation should be circulated to the group. It was suggested that a target could risk quality of apprenticeships and organisations may not offer specific programmes for hard to reach members of the community.

Action point: London Councils to circulate Negat Lodhi's presentation.

6 Skills London

- 6.1 Selina Young shared a presentation with the apprenticeship sub-group and highlighted early analysis of the Skills London show:
- Over 1,000 young people used the careers photobooth during the two days
 - This year visitor figures for the event totaled 33,026.
 - Over 300 young people completed the online form and asked for their borough to keep them up-to-date with Apprenticeship and other job opportunities.
 - The interactive online map page was viewed more than 500 times over the course of the event.
 - There were 25 volunteers across the two days – mostly apprentices but also six employment and skills employees from the boroughs.
- 6.2 Selina thanked all boroughs for their participation and confirmed that young people that put forward their details to be contacted by local authorities about future apprenticeship and job opportunities would be shared shortly.

7 AOB

- 7.1 Dianna Neal confirmed that the Skills Funding Agency (SFA) had made available a small amount of funding for employer engagement activity in London - £10,000, although more could be available with a strong proposal. Further details would be sent out.

Action point: London Councils to circulate information about the SFA Apprenticeships - employer engagement fund.

Young People's Education and Skills

Local Authority Apprenticeship Sub-group

Updates from sub-group members March 2016

Item no: 3

Date: 24 March 2016

Contact: Anna-Maria Volpicelli

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1. London Borough of Ealing

- At end of year, Ealing has recruited 25 apprentices as part of the internal council scheme
- Ealing ran a '100 in 100' campaign in 2015 with 159 pledges.
- Council apprentices had a graduation and awards ceremony in September 2015
- The Apprenticeship Network for external businesses held a Dinner Awards Ceremony
- Ealing council apprentices will be holding afternoon tea with the LBE Mayor and then delivering a Quiz Night to raise money for their chosen charity as part of their annual 'Apprentice Challenge'

Vanita Nicholls, Apprenticeship Programme Manager

2. London Borough of Lambeth

- Lambeth Working Apprenticeships is supporting the council's internal apprenticeship programme as well as apprenticeships in companies more widely. Seven apprentices have been offered roles in the council in the last month, in the chief exec's office, audit, ICT and procurement.
- We ran an event (in partnership with the CCG and CEPN) with NHS primary care providers, at which 19 employers made commitments to hire 24 apprentices – we are running pre-employment courses with potential apprentices to prepare them for these opportunities.
- We are pushing apprenticeships this week in particular to internal hiring managers, and are starting a marketing campaign to young people to try and increase the level of applicants. We are planning employer engagement events with the Lambeth BIDs which are likely to run in April and May.
- Finally, on Thursday 17 March, we ran a conference at Portcullis House for Lambeth head-teachers, students and policymakers. The conference was run by apprentices who we have been training for five weeks in public-speaking and confidence-building. Following that, the apprentices will run roadshows in all of the secondary schools in Lambeth extolling the benefits of apprenticeships. All of this activity will culminate in an apprenticeships recruitment event in late June.

Andrew MacPhee, Lambeth Working Apprenticeship Manager

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