

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

AGENDA

Chair:	Andy Scott	Job title:	Service Head for Economic Development; London Borough of Tower Hamlets
Date:	17 June 2014	Time:	10.00 – 11.30
Venue:	London Councils, meeting room 7		
Officer:	Anna-Maria Volpicelli	Email:	Anna-maria.volpicelli@londoncouncils.gov.uk

Item 1.	Welcome, introductions and apologies	Andy Scott <i>(Chair)</i>
Item 2.	Notes of the last meeting and matters arising <i>(for agreement)</i>	Andy Scott <i>(Chair)</i>
Item 3.	Update from sub-group members	All
Item 4.	London Apprenticeship Guide	Ian Mulheirn & Andrew Goodwin <i>(Oxford Economics)</i>
Item 5.	NAS Update – Apprenticeship reform	Jon Thorn <i>(National Apprenticeship Service)</i>
Item 6.	London Councils Apprenticeship Awards	Jane Harrison <i>(London Councils)</i>
Item 7.	London Councils Data Collection	Jane Harrison <i>(London Councils)</i>
Item 8.	Any Other Business	All

Date of Next Meeting: Tuesday 16 September 2014, 10-12 noon, London Councils, Room 6

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Young People's Education and Skills (YPES)

Local Authority Apprenticeship Sub-Group

Date	11 March 2014	Venue	London Councils
Meeting Chair	Aelswith Frayne, London Borough of Tower Hamlets		
Contact Officer:	Peter O'Brien		
Telephone:	020 7934 9743	Email:	peter.obrien@londoncouncils.gov.uk

Attendance:

Members:

Aelswith Frayne (Chair)	London Borough of Tower Hamlets
Albena Karameros	London Borough of Islington
Chris Cox	Royal Borough of Kingston
Dianna Neal	London Councils
Fred Titterington	CITB/Cskills
Jo Margrie	Hackney Learning Trust
Joyceline Hogon	London Borough of Enfield
Loren Webster	Transport for London
Mary Vine-Morris	London Councils
Negat Lodhi	NAS
Nina Scuffil	London Borough of Camden
Rachel Dowse	London Borough of Barking & Dagenham
Stephen Regalado	London Borough of Lambeth
Stuart Woosnam	Havering College
Vic Farlie	London Work-Based Learning Alliance
Victoria Swarbrick	London Borough of Brent

In attendance (item 4)

Sara Caplan	PwC
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Officer:

Peter O'Brien	London Councils
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1 Welcome Introductions and apologies

- 1.1 AF welcomed members to the meeting. Apologies for absence were received from Andy Scott (London Borough of Tower Hamlets), Denise Atkinson (London Borough of Lewisham), Jo Clemente (London Borough of Enfield – represented by Joyceline Hogon), Maria Thompson (Havering College), Mick Hadgraft (TUC) and Vanita Nicholls (London Borough of Ealing).

2 Notes of the last meeting and matters arising

- 2.1 The notes of the last meeting were agreed; subject to showing that Negat Lodhi sent apologies and was not present.
- 2.2 It was reported that London Councils had decided not to take the review of the Procurement Pledge to Leaders Committee during the pre-election period, though the Chief Executives London Committee (CELC) had reviewed and supported the proposal. This had led to some Group members noting an increase in emphasis on planning and procurement in their borough.

- 2.3 Dianna Neal said that there had been a follow-up meeting with the GLA on their Apprenticeships Campaign and that an evaluation report on the London Councils/ borough employer engagement programme was expected soon.

3 Update from sub-group members

- 3.1 An update from the London Borough of Camden was circulated.

4 The London Professional Apprenticeship

- 4.1 Sara Caplan (PwC) spoke about the London Professional Apprenticeship (Note: further details are available at this site: <http://www.londonprofessionalapprenticeship.co.uk/>). Sara explained the background to the initiative and that there was a target of 250 starts by the end of July 2014. The programme is suitable for apprentices employed by local authorities or their suppliers. Local charities may also benefit from hosting a project for apprentices to work as a team on solving an operationally-critical issue. Applications can be made via the Apprenticeship Vacancies system, though London Professional Apprenticeships opportunities are not flagged separately.
- 4.2 After questions and discussion, the meeting offered its support for the programme and would contact Sara directly with any queries. Sara's email address is: sara.caplan@uk.pwc.com

5 Effective working with training providers

- 5.1 Vic Fairlie provided the Group with an overview of the regulatory, quality and performance regime within which training providers worked. He suggested that local authorities should also be mindful of whether training organisations were prime contractors funded directly from the SFA or were sub-contractors.
- 5.2 Group members from Local Authorities reported varying levels of success in engaging with procurement / contract management teams in their councils; and they also had different experiences in working with providers. Sharing examples of promising practice, initially among Group members, was encouraged.

Action 1 By the next meeting, 17th June:

- 1a Nina Scuffil to send to Peter O'Brien the list of questions that London Borough of Camden uses in selecting training providers;
- 1b Stephen Regalado to send to Peter O'Brien the contract documents used by London Borough of Lambeth
- 1c Aelswith Frayne to send to Peter O'Brien further details of London Borough of Tower Hamlets research into specific sectors, once complete
- 1d all other members of the group to send examples of promising or emerging effective practice to Peter O'Brien for circulation / uploading to the website
- (Email: peter.obrien@londoncouncils.gov.uk)

Action 2 Negat Lodhi to send Peter links to Skills Funding Agency (SFA) information on providers

Post-meeting note: Negat has provided the following links:

- Register of Approved Training providers - <https://www.gov.uk/government/publications/register-of-training-organisations>
- Provider allocations - <https://www.gov.uk/government/publications/sfa-funding-allocations-to-training-providers-2013-to-2014>
- Performance management criteria – <https://www.gov.uk/government/publications/sfa-funding-allocations-to-training-providers-2013-to-2014>
- Sub contractor register - <https://www.gov.uk/government/publications/sfa-subcontractors-list>

Action 3 **Negat to investigate whether the Skills Funding Agency can cross-refer providers and the Local Authorities with which they have worked and inform the Group at its next meeting. If the SFA is unable to provide the information, London Councils to consider gathering the information from Local Authorities.**

6 Apprenticeship Funding Reform (Technical Consultation)

- 6.1 Mary Vine-Morris circulated a paper summarising the [technical consultation](#) on apprenticeship funding reform that was launched by BIS on 6th March 2014 and confirmed it was London Councils' intention to submit a response (**Note:** the paper can be found on the [meeting webpage](#) along with the other papers associated with the meeting). Although responses are not due at BIS until 1st May, London Councils' submission needs political clearance before the purdah period for the local elections comes into force.
- 6.2 The Group expressed many concerns about the consultation, including:
- 6.2.1 The results of the earlier consultation on the principles of reform did not appear to provide a mandate for the changes proposed
- 6.2.2 It was not clear if there had been a full enough assessment of the change in funding 16-17 year-old apprentices (i.e. that they would no longer be fully-funded)
- 6.2.3 The consultation did not incorporate detailed enough modelling of either of the funding systems it proposed to judge the effect on other policies.
- 6.3 Vic Fairlie provided the meeting with hard copies of the slides from a webinar on the funding reforms that was held on 7th March (**Note:** the slides have been uploaded with the papers for the meeting). Vic also drew the meeting's attention to a repeat of the webinar being organised by FE News – details are available at this link: <http://lsect.co.uk/>
- 6.4 It was agreed to support a London Councils response to the consultation that would be compiled by a combination of a special meeting of interested partners and a dialogue via email.

Action 4 **By 18th March, all members to send their views on the technical consultation on apprenticeship funding to Peter peter.obrien@londoncouncils.gov.uk**

Action 5 **By 28th March, Mary Vine-Morris and Dianna Neal to convene a special meeting of interested partners to prepare a formal response to the consultation; and to circulate the draft response to the Apprenticeship Sub-Group prior to submission to BIS**

7 AOB

7.1 Future Topics: It was agreed to concentrate on future funding at the next meeting. Ideas for subsequent meetings should be emailed to [Peter O'Brien](#).

7.1.1 Negat Lodhi said that the closing date for Apprenticeship Awards is 28th March 2014 at 5pm – entries will not be accepted over the weekend following the closing date. Group members were asked to encourage their apprentices and supply chain to apply.

(Note: Follow this link for details: <http://www.apprenticeships.org.uk/awards.aspx>)

7.1.2 Negat added that BIS / DfE have now

- Published the standards from the 11 Phase 1 Trailblazers – (details here: www.apprenticeships.org.uk/standards)
- launched another round of Apprenticeship Trailblazers (details at this link: <https://www.gov.uk/government/publications/future-of-apprenticeships-in-england-guidance-for-trailblazers>)

Date of next meeting: Tuesday 17th June 2014, 10.00-12.00, meeting room 6, London Councils.

Young People's Education and Skills

Local Authority Apprenticeship Sub-group

Updates from sub-group members

Item no: 3

Date: 17 June 2014

Contact: Anna-Maria Volpicelli

Telephone: 020 7934 9779

Email: Anna-maria.volpicelli@londoncouncils.gov.uk

London Borough of Ealing: Vanita Nicholls, Apprenticeship Programme Manager

- Labour continue to retain control and have a manifesto commitment to create 500 apprenticeships over the next four years
- The next Apprenticeship Business Dinner takes place on 2 July for employers to encourage them to take on apprentices
- The Ealing Pathways (pre-employment) Programme has been awarded an LGC Award.

London Borough of Camden: Nina Scuffil, Apprenticeships Co-ordinator:

- Camden Council will be launching an Adult Apprenticeship pilot over the summer, with the aim of creating 10 apprenticeships for those aged 25+, targeting single parents in particular. The Council is providing employers with a subsidy to enable them to pay the London Living Wage. The pilot forms part of the Council's wider agenda on maternal employment and child poverty.
- One year on from the launch of Camden's 100 in 100 campaign, 100 pledges have been filled and recruitment for 4 additional pledges is currently in progress. 65% of those recruited were previously unemployed, showing that the campaign has made a significant contribution to the reduction in youth unemployment/NEET levels in Camden.

London Borough of Brent: Vicky Swarbrick, Apprenticeship Lead:

Brent Council Apprenticeship Scheme – commenced Jan 2014

	Number
Number of Apprentices	29
Gender	
Male	15
Female	14
Framework	
Business Administration	17
Finance & Accounting	2
General Customer Services	3
Health & Social Care	2
Housing	5

Future development priorities:

- Helping to establish pathways and pre-employment training schemes into the Council scheme for vulnerable groups of young people including NEETs and Brent children leaving care
- Securing guaranteed interviews for Brent residents referred by local partners who successfully undertake and Brent Apprenticeship recruitment preparation programme
- Ensuring sufficient support for apprentices and managers throughout the programme.

Next round of recruitment due mid-August 2014.

Launch of Brent Apprenticeships

Brent Apprenticeships launched to local SME businesses on the 13th May 2014. This initiative offers a free service to Brent businesses with 250 employees or less to help them set up and recruit to Apprenticeship opportunities. We are initially looking to work with 20 Brent SMEs by December 2014 as a pilot, with a view to working with a much larger number of employers as the service develops. The focus is currently on promotion of the service to the local SME community and building on existing links with local referrals partners to maximise the opportunity for Brent residents to secure the vacancies that are created.

Pre-apprenticeship and mentoring to unemployed Brent residents aged 19 – 24

Regeneration and Growth secured funding from the City Bridge Trust to deliver a programme of pre-apprenticeship training and mentoring to unemployed Brent residents (or those with little previous work experience) aged 19-24. The programme, delivered in partnership by BACES and a local charity called P3, offers an introduction to various sectors of work, support with literacy, numeracy and ICT skills, and one-to-one mentoring support for up to six months to support these young people with job search, interview and employment skills. The programme is due to run until June 2015 supporting a maximum of 120 residents. To date 20 residents have started the programme and 2 job outcomes have been achieved.

Maximising construction-related Apprenticeship opportunities for local residents

As part of the Council's wider initiatives to maximise local employment, apprenticeship and training opportunities from physical regeneration in the Borough and Council procurement, we are tendering to adopt a preferred partner to support in the creation and delivery of construction-related apprenticeships in Brent. The ambition is to have the preferred partner in place by the end of August 2014 and extend this model to other types of apprenticeships created via other Council procurement processes as the wider Brent Enterprise, Employment & Training Initiative (BEETI) develops.

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Young People's Education and Skills

Local Authority Apprenticeship Sub-group

London Councils Data Collection

Item no: 7

Report by:	Jane Harrison	Job title:	Principal policy & project officer: Economy, Culture and Tourism
Date:	10 June 2014		
Contact:	Jane Harrison		
Telephone:	020 7934 9639	Email:	Jane.harrison@londoncouncils.gov.uk

2013 – 2014 Apprenticeship Data Collection: The picture so far

1. Overview

Collection and analysis of the 2013 – 2014 London Borough Apprenticeship Data is currently underway. To date 24 boroughs have provided a response.

2. Key findings so far

The table in appendix 1. shows a comparison between 2012 – 13 and 2013 – 14 by borough. NB: These figures include numbers generated through ATAs.

Initial analysis and comparison with previous years shows:

- An upward trend of apprenticeship opportunities created by boroughs with an increasing proportion being generated through supply chains and ATAs.
- The number of apprentices directly recruited by the boroughs looks to be slightly less, however we need a full set of data before drawing this conclusion.
- Of the data reported so far, 470 opportunities (36%) were for 16 – 19 year olds, 700 opportunities (53%) were for 19 – 24 year olds, and 75 (6%) were for 25+.
- 52% of the cohort was NEET before being moved onto an apprenticeship.
- 916 (70%) are working at a Level 2 apprenticeship, 316 (24%) are working at a Level 3 and only 8 (0.6%) are working at a Level 4.
- Discussions with boroughs suggest there is a lot of work focussing on directly supporting businesses, not necessarily in their supply chains, to generate apprenticeships. It may be that we need to consider a way of recognising this work, even if anecdotally.

3. Next steps

- Chase remaining boroughs for their submissions.
- Complete analysis of the data.
- Share analysis with the officers that submitted the data.
- Share the analysis with London Councils CEL C lead (Tim Shields) and write an update letter to all Chief Executives with the data.
- The data can also be used to influence a panel discussion for the London Borough Apprenticeship Awards.

	2012 - 13 (full year)			2013 - 14 (full year)		
Borough	Direct recruitment	Recruited by contractor	ATA	Direct recruitment	Recruited by contractor	ATA
Barking & Dagenham	69	40		85	24	0
Barnet	0	11		0	14	0
Bexley	7	2	28	9	0	23
Brent	21	0		29	0	0
Bromley	1	0		No reply	No reply	0
Camden	45	35		49	70	95
City of London	72	0		No reply	No reply	0
Croydon	19	0		No reply	No reply	0
Ealing	32	11		No reply	No reply	0
Enfield	56	23		68	0	0
Greenwich	8	15	37	0	29	88
Hackney	19	7	13	19	73	7
Hammersmith & Fulham	27	7		23	3	0
Haringey	0	0		No reply	No reply	0
Harrow	0	3	2	0	4	0
Havering	6	0		5	0	0
Hillingdon	14	0		0	0	0
Hounslow	0	0		22	0	0
Islington	35	71		36	63	0
Kensington & Chelsea	0	14	14	0	0	19
Kingston	13	0		18	0	0
Lambeth	0	0		No reply	No reply	
Lewisham	26	35		24	60	0
Merton	joint with Sutton	joint with Sutton		No reply	No reply	0
Newham	17	0		42	0	0
Redbridge	14	0		16	0	0
Richmond	25	0		29	0	0
Southwark	51	13		70	17	0
Sutton	42	0		No reply	No reply	
Tower Hamlets	77	0		39	101	0
Waltham Forest	21	0		No reply	No reply	
Wandsworth	4	0		5	0	0
Westminster	0	0	3	0	30	0
Totals	721	287	97	588	488	232
Overall totals	1105			1308		

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