

### Membership

#### Councillors

Liz Yates (Chair)  
John Allin (Vice Chair)  
LB Cooper  
V H Dobson  
Sybil Fielding  
● Michelle Gent  
Wendy Quigley  
● Martin Wright  
Stuart Wallace

● absent

#### Statutory Co-optees

- Edward Hayes
  - James Parry
- David Richards  
John Rudd

#### Officers

Sara Allmond – Governance Officer  
Helen Lee – Scrutiny Officer  
Claire Poole – Adult Social Care & Health  
Jean Pardoe - Connexions  
John Endersby – Connexions  
John Temple - Connexions  
Charlotte Wheatley - Connexions  
Terry Laws – Learning and Skills Council  
Richard Kisgory – National Apprenticeship Service

### 1. Minutes of meeting on 24 November 2009

The minutes of the meetings held on 8 February and 8 March 2010, were confirmed and signed by the Chair.

## **2. Apologies for absence**

Apologies for absence were received from Councillors Michelle Gent and Martin Wright.

## **3. Declarations of interest**

There were no declarations of interests.

## **4. Apprenticeships Review Briefing**

Claire Poole, Service Manager, Workforce Planning gave an oral report on the Care Ambassadors Scheme. A register of Ambassadors had been built up, which was used to promote the care profession to young people in schools and colleges. The Scheme had recently been re-launched to a warm reception. The current Ambassadors required re-training along side any new members recruited.

It was hoped to reach as many schools as possible, although this would be limited by the number of Ambassadors and the area they were able to cover.

Adult Social Care & Health had a database of Care Providers which included details on apprenticeships. There was a network of providers who were will to offer tasters through the apprenticeships scheme. Providers were keen to given placements where possible. When a student indicated an interest in a placement, then the providers would be contacted to provide one. The service was reactive to demand.

Joan Pardoe, John Endersby, John Temple and Charlotte Wheatley of Connexions gave a presentation to the Sub-Committee on the work of Connexions in relation to apprenticeships. Connexions was becoming Futures Nottingham and Nottinghamshire from April 2010.

Connexions usually began engaging with young people at aged 13. The role was to give positive support to the child's progression post 16. The Connexions website was a well thought of tool to help young people decide their options in terms of post 16 education.

Charlotte Wheatley explained how her apprenticeship scheme had worked. The Level 2 qualification took a year to achieve whilst the Level 3 qualification took 8 months. Charlotte was now a fully qualified Administrator. Charlotte had undertaken work experience at a hospital on reception, which made her decide to apply for an apprenticeships scheme in administration. Charlotte would be able to take further qualifications if she chose. Charlotte had received advice from Connexions at school so knew to contact them regarding apprenticeships because of that.

In response to members' comments and questions, Ms Pardoe, Mr Endersby, Mr Temple and Ms Wheatley stated:

- The training provider would keep in regular contact with the apprentice to ensure they were happy, and if there was a breakdown with the company they were placed with the apprentice would be moved to another company if possible, or the training would be taken on by a college, to ensure they were able to finish their apprenticeship. Good communication with the apprentice and the company ensured that this was a rare occurrence.
- The Public Sector had the least number of apprenticeships. Leicester was running a group training scheme which pooled sectors such as administration, which was of benefit to the small organisations such as district councils. It was hoped to gain funding from the European Social Fund to fund a group training scheme.
- Some schools had very good schemes where they brought past students back each year to talk about what they were doing, but others schools didn't. It was down to the school what sort of careers education they provided. With young people being required to remain in education until 18, there could be the opportunity to develop apprenticeships schemes that started after A Levels, to ensure a higher starting level of the apprentice.
- Ofsted would be including an assessment of careers education in future which it was hoped would mean that standards would increase across the board.

Terry Laws, Learning and Skills Council gave the Sub Committee an update on the changes that were taking place at the Learning and Skills Council. From 1<sup>st</sup> April 2010, the Learning and Skills Council would no longer exist and the work of the Council would be brought into the remit of the County Council. Terry Laws would become the Head of 14-19 Commissioning and Standards at Nottinghamshire County Council. The team would manage the contract between the Council and Futures, who will hold contracts with service providers.

Terry Laws had been asked to work within the authority and with partners to promote public sector apprenticeships. Children and Young People Department wanted to lead in the development of public sector apprenticeships and be part of the solution.

It was agreed to note the report.

## **5. Managing the Programme of Work**

The programme of work for the review was discussed.

It was agreed that the visit to the Engagement and Enrichment Division would take place on the afternoon of either 19<sup>th</sup> or 21<sup>st</sup> April 2010.

It was agreed to receive a report on the work being undertaken by the Council on Apprenticeships including the report of the You Make a Difference Board regarding Apprenticeships in Nottinghamshire County Council.

It was agreed that a visit to Serlby Park School should be carried out by the following Members: -

Councillor John Allin  
Councillor L B Cooper  
Councillor Wendy Quigley  
Mr David Richards  
Mr John Rudd

The meeting closed at 3.45pm.

CHAIR

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