



**Date** 08 September 2016  
**Subject** Apprenticeship Delivery Board  
**Location** BEIS Conference Centre, 1 Victoria St, London  
**Time** 09:00 – 11.00  
**Publication intent** NOT PROTECTIVELY MARKED

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## Item 1 – Welcome & Introductions

**David Meller**

- 1.1 The group was welcomed, Judith Nelson and Julie Taylor (not present at the meeting) were introduced as new members for the Retail and Public Sectors. The minister was introduced.

## Item 2 – Ministerial Address Minister of State for Apprenticeships and Skills

**Rt. Hon Robert Halfon MP –**

- 2.1 The Minister thanked the members for their work thus far and stated that he urged members to consider him as a resource to support as much of their activity, that yields new apprenticeship starts, as long as his diary permitted.
- 2.2 He went on to articulate his passion for apprenticeships and how pleased he was to get this, his preferred, role. He was the first MP to take on an apprentice in Parliament and has employed several since then.

He talked through his apprenticeship priorities, which are:

- Social Justice – apprenticeships to boost social & human capital, as well as productivity
- Changing the culture - - apprenticeships seen as prestigious
- Apprenticeship Levy – ensure the Levy is delivered
- Apprenticeship Quality – all apprenticeships are of a high quality
- Vulnerable people – access to apprenticeships
- Numbers (3 million apprenticeship target)

- 2.3 The Minister left the meeting at 9:45 am.

**Item 3 - Actions from last meeting and performance Update**  
**Karen Woodward**

- 3.1 There are only three outstanding actions from the last meeting and they are for David Abrahams who was unable to attend.
- 3.2 KW delivered a presentation on apprenticeship performance, also covering apprenticeship reform and a brief update on the Get in Go Far Campaign.

**Item 4 – Member Updates**

**Simon Blagden – Fujitsu**

- 4.1 SB has written to all employers on his target list and has had meetings with CEO's/Senior Management team from seven of these Businesses. A number of these businesses already have apprenticeship programmes but Simon has encouraged them to do more.
- 4.2 Simon has met with Tech UK, trade body with over 3,500 members.
- 4.3 In July Fujitsu delivered an event promoting apprenticeships to employers in their supply chain, which was well received.
- 4.4 Other events attended by SB include an event at Huddersfield University at their Tech incubator and an event in Manchester attended by 60 tech sector SMEs.
- 4.5 SB also reported that he thought there was not enough information available about the role of the Institute for Apprenticeships. Antony Jenkins is presenting at the National Apprenticeship Ambassadors meeting on September 21<sup>st</sup>.

**Action 2016/55 – NAS to provide an update following IFA presentation to AAN on 21/09**

**Nayaz Qazi (for Rami Ranger) - Sun Mark**

- 4.6 NQ presented an update produced by RR detailing his ADB activities.
- 4.7 Case studies were shared to complete an action identified at the last board meeting.
- 4.8 RR has attended nine employer events facilitated by trade organisations and has followed this up by engaging with employers who attended these events.

**Action 2016/56 – Electronic copies of case studies to be circulated to Board members**

**Shaun Meekins (for Mike Thompson) – Barclays**

- 4.9 MT has hosted a two events with BITC for 50/60 of BITC's corporate clients, there was also input from NAS at the events.

- 4.10 SH reported the launch of Barclay's internship aimed at people with disabilities, this includes a 13 week work experience placement, in partnership with Remploy.
- 4.11 Shaun talked about some case studies of apprentices on Barclay's Bolder Apprenticeship programme, based near Liverpool, who have overcome adversity to take part in apprenticeships. The minister was interested in hearing about these apprentice and expressed an interest in meeting them.

**Action – 2016/57 Barclays to pass on details of the apprentices mentioned to the minister's office so they can be invited to meet the minister.**

**James Wates – Wates**

- 4.12 A roundtable event for construction sector employers is planned for October 27<sup>th</sup> and JW asked the minister if he could attend. The minister has accepted the invitation to the event.
- 4.13 JW also mentioned his regular column in 'Building' magazine, which he has used to promote apprenticeships, his next column is in the September edition of the magazine.
- 4.14 JW also fed back as Chair of CITB that CITB had fed back their concerns around the levy in the survey which was announced at the apprenticeship levy update released on August 12<sup>th</sup>.

**Alex Hope – Double Negative (for David Abrahams)**

- 4.15 AH reported that Creative Skillset are launching an ATA for the sector.
- 4.16 AH also mentioned the possibility of working with the Creative Industries Federation and its CEO John Kampfner to promote apprenticeships.
- 4.17 DM mentioned the Film Council and suggested a meeting.

**Action: 2016/58 DA to explore possibility of meetings with Film Council and Creative Industries Federation**

**Item 5 - Claudia Harris – Careers and Enterprise Company**

- 5.1 CH gave a presentation giving an overview of the Careers and Enterprise Company and how they work with schools. They have a menu based approach in their offer and are now working with over 1,000 schools.

**Item 6 – Stephen North – Degree level Apprenticeships**

- 6.1 SN gave an overview of the development of Degree level apprenticeships and their overlap with three reform programmes, apprenticeships, higher education and technical education.

- 6.2 Degree level apprenticeships are being developed up to level 8 (researcher) and new providers from the University sector are coming on board.
- 6.3 There is a focus on ensuring that Degree level apprenticeships will be available for delivery that meet employers, currently standards in Accountancy, Teaching and Nursing are all on track to be ready for delivery.
- 6.4 Degree Level Apprenticeships also fit in with policy strands on Industrial Strategy and Social Mobility.

## **AOB**

7.1 The next meeting was confirmed for 8 December, 9:00 – 11:00, venue DfE Sanctuary Buildings tbc.

## **Close**

## **Attendees**

- Rt Hon. Robert Halfon MP, Minister of State for Apprenticeships and Skills
- Sakib Ershad, Private Secretary to Rt Hon. Robert Halfon Minister of State for Apprenticeships and Skills
- David Meller, Chair ADB, Chair AAN, NED at DfE
- Shaun Meekins, Barclays (deputising for Mike Thompson, Head of Employability at Barclays Bank)
- Nayaz Qazi, (deputising for Rami Ranger CBE, Chairman of Sun Mark Ltd)
- Alex Hope, Double Negative (deputising for David Abraham, Chief Executive of Channel 4)
- Simon Blagden MBE, non-executive Chairman of Fujitsu
- James Wates, Wates Group

## **In Attendance**

- Karen Woodward, Deputy Director, Employer Relationships National Apprenticeship Service
- Mark Howard, Head of AAN / ADB, National Apprenticeship Service
- Daniel Francies, Senior Manager ADB National Apprenticeship Service

## **Apologies:**

- Melanie Hayes, Head of Organisational Development at Compass Group
- Julie Taylor, Director General, Home Office Transformation

