

This document will be published

Coast to Capital Careers Hub Steering Group Meeting

Tuesday 15 December 9.00am – 10.30am

Virtual Meeting held via Zoom

Key points & action notes

Steering Group Board Members:

Liane Richardson (LR) - Chair; Paula Neal (PN); Duncan Edwards (DE); Peter Waters (PW); Sarah Williams (SW); Vanessa Potter (VP); Sue Taylor (ST); Sian Drabble (SD); Steve Sawyer (SS); Clare Silva (CS); Jeff Alexander (JA); Giles Thomas (GT); Charlene Simms (CS); Dario Stevens (DS); Freya Wall (FW)

Officers:

Claire Witz (CW) – Coast to Capital; Lisa Mobbs (LM) – Coast to Capital; Georgina Angele (GA) – The Careers & Enterprise Company; Hannah Thomas (HT) – Coast to Capital; Izzy Pompova (IP) – Coast to Capital

1. Introduction (Liane Richardson)

LR welcomed everyone to the meeting.

Apologies were noted from Giles Thomas, CQK Hotel Group, Sarah Williams from the Sussex Learning Network, Sue Taylor from ALPs, Steve Sawyer and Clare Silva from Manor Royal Business and Sian Drabble from the Department for Work and Pensions.

Welcome to Stacey Amos, DWP attending in Sian Drabble's place, Charlie Field attending in place of Sarah Williams and Debbie Martin, Hub Lead from East Sussex Careers Hub.

Members are reminded of the Terms of Reference for the group:

Members are expected to attend all Careers Hub Steering Group meetings. Where attendance falls below 50% of meetings, membership will be reviewed and agreed by the group. In exceptional circumstances, with the consent of the Chairs, members may send a substitute. Requests to send substitutes should be made to the Chair at least three days before the meeting.

Each member briefly introduced themselves to the group.

Liane outlined the agenda for the meeting.

Thank you to everyone who has returned their Register of Interest forms. If there are any outstanding, please could you forward to LM ASAP.

LR outlined the purpose of our meeting. Following our inaugural meeting, we now have our governance in place for the group and will be progressing to agree our strategy.

2. Wider LEP Priorities (Claire Witz)

CW presented the wider priorities for Coast to Capital LEP and how the Careers Hub fits into the Skills Strategy and Action Plan (presentation slides attached). The LEP's skills priority for People – Finding out about Work is the most prevalent to the Careers Hub work.

The group were invited to ask questions.

3. KPIs and Progress Update (Lisa Mobbs)

LM talked through the dashboard sent to the group in advance of the meeting. The dashboard included an update on progress this term for the Enterprise Adviser Network and Careers Hub and a Case Study for What Next Sussex, a transition event delivered to Year 11 pupils across Sussex schools in collaboration with East Sussex Careers Hub and the Sussex Learning Network.

KPI's V our baseline data recorded in October 2020 was presented and our progress on key benchmarks in comparison to the national average (presentation slides attached).

LM also provided a demonstration of an anonymous Careers Hub mainstream secondary schools recent Compass evaluation to provide context of how Careers Leaders self-evaluate on their own performance.

Our next steps are to ensure that our proposed projects blend event dates and ad-hoc initiatives that fit with the school curriculum whilst challenging stereotypes is blended into everything we offer.

The group were invited to ask questions.

4. East Sussex Careers Hub Overview (Debbie Martin)

Debbie Martin (DM) introduced herself as the Hub Lead for East Sussex Careers Hub. East Sussex were part of the first wave of Hubs introduced by the Careers and Enterprise Company.

The East Sussex Careers Hub has been established for 2 years, the wider Enterprise Adviser Network for 5 years. The Careers Hub in East Sussex sits within the Economic Development and Education in the Local Authority.

The East Sussex Careers Hub are only interested in projects that are sustainable in the longer term and can continue to work without the support of the Hub. The objective is helping schools to do it themselves.

In the first year, they took time to understand what stakeholders (schools, colleges, employers) needed. They shifted the language; everything is about the Benchmarks.

DM outlined the plans for the Careers Hub in 2020/21 and how her Steering Group support and help to enable impact.

- CPD forums x3 per year. Shifted it to sharing with other Career Leads, not just about giving out info.
- Detailed gap analysis for funding; BM2/8 identified.
- £2,095 additional support to internally train someone in schools for 1-1 guidance internally. Now exceeding national average
- Keen to collaborate especially around parental engagement

5. What do our Institutions Need? (Freya Wall and Dario Stevens)

a) Feedback from Howard of Effingham School

FW fed back that virtual work experience will be the biggest challenge for schools and how work experience is going to have to change this year. The timing of current virtual work experience offers doesn't work for schools – pupils are in lessons and can't access them, and there is a lack of understanding in businesses about the operational challenges for schools. Offers have to work for schools.

Recent events like the Crawley STEMfest for Benchmark 5 and Next Steps Surrey have been successful but it's been a challenge in monitoring which pupils have participated. Perhaps a registration process can be introduced?

Pupils need to start their careers journey earlier and to be motivated to hear about their next steps as early as Key Stage 3. What more can be done with Years 7, 8 and 9? Disadvantaged pupils is a growing problem.

The school currently outsources 1-1 personal guidance for Benchmark 8 to an external careers company, Innervate.

Parental engagement is also a challenge.

b) Feedback from NESOCOT

DS is keen to develop the proactive engagement of students and to change the narrative around careers. Re-position careers for students. He would like to see students taking ownership of their next steps and becoming positive with the interventions offered to them, maintaining their own records of achievement.

Work placements are a real issue this year especially for health and social care.

Parental engagement is an ongoing issue.

NESOCOT can offer 1-1 guidance to local schools from his team. **ACTION** - HT to follow up on this with DS.

If schools are to look for virtual work experience at the same, there may not be enough placements for all. An online central hub of available placements is needed. Through Engineering UK, all STEM opportunities for 1 week will be shared, e.g., 20 organisations and over 100 placements. Everybody in STEM is keen to work collaboratively. **ACTION** – EC Hub team to ensure these opportunities are shared with all Hub education centres.

GA clarified that work experience placements and experiences of the workplace are two different things. The key is to get students to submit evidence of their learning. The Careers & Enterprise Company will be delivering CPD for Enterprise Coordinators on Benchmark 6 next year.

GA queried whether a Sussex wide approach to work experience with STEM Ambassadors could be introduced. **ACTION** – LM to discuss with DM from East Sussex Careers Hub

6. Recommended Actions and Discussions (All)

LR opened a group discussion.

LR discussed her recent experience of Governor engagement as an Enterprise Adviser for the school she supports in Reigate. Careers Leaders roles have been isolated and raising awareness with the Governors helps to bring careers higher on the agenda for schools.

GA advised that the Careers & Enterprise Company are delivering a Governor Webinar on the 3rd February. **ACTION** – EC Hub team to ensure this is shared with all Careers Leaders. FW would like a copy of any supporting resources in Governor engagement. FW and DS will share resources. **ACTION** – HT to share CEC Governor resources with FW and DS.

One of the key priorities for the Careers Hub is Head Teacher engagement work early next year.

The group were invited to share any other ideas they have with a reminder that all ideas need to be sustainable and not one off opportunities or events.

PN addressed the need to support disadvantaged students more and to intervene earlier when a student's looks to be potential NEET. She shared that there is significant funding available for Year 7 – 9 pupils to be allocated towards health and wellbeing and potentially, career progression. Early inspiration is key. An EOI would need to be submitted by 15th January. **ACTION** – PN to share further information with LM and CW.

JA expressed caution/wariness for self-fulfilling targets. We need to think beyond this for the impact and evidence by way of case studies and benefits for businesses which has greater importance than the Benchmarks. Compass are input measures and we need to keep this in mind.

LM asked how we better engage SMEs. JA happy to act as an intermediary with Gatwick Diamond Business.

7. AOB & Close

a) Vice Chair Invitation

LR invited members to put themselves forward as Vice Chair to act as Chair in LR's absence. FW volunteered for this role. **ACTION** – proposal to be seconded at the next meeting

b) Young Person voice

Request for our Lead School & College to nominate a young person from the school or college to join the Steering Group as a representative to ensure we have a young persons voice in the group. **ACTION** – FW and DS to consider an appropriate young person from their school and college to invite to the next meeting if pupil/student timetable allows.

GA advised that the CEC are recruiting for a Youth Board Member and FW and DS may also want to consider if they have a pupil/student that would like to put themselves forward.

There were no further items raised for discussion

Next meeting – Tuesday, 9th February 9:00-10:30am

Footnote: Unconfirmed minutes – subject to approval/amendment as necessary at the next meeting of the Steering Group committee.