

This document will be published

Coast to Capital Careers Hub Steering Group Meeting

Tuesday 20 October 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); Frances Rutter (FR); 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

a) Welcome, apologies and introductions

LM introduced the first meeting of the Careers Hub Steering Group for the Coast to Capital area.

Apologies were noted from Liane Richardson, Chair from Thakeham Homes, Jeff Alexander from Gatwick Diamond Business and Clare Silva from Manor Royal Business. Liane Richardson experienced technical problems on the morning of the meeting and was unable to join last minute.

Welcome to all Careers Hub Steering Group Members and thank you for your support.

b) Conflicts of Interest

There were no conflicts arising from the agenda items.

2. Coast to Capital Careers Hub overview

a) Background and context

CW presented the background and context for the Careers Hub.

The EAN programme has been operational in the Coast to Capital region for the last 5 years and are making good progress in supporting the local schools and colleges raise awareness of careers opportunities available to young people.

In April 2020 we submitted an Expression of Interest to the Careers & Enterprise Company to form a Careers Hub in their third wave of Hubs. Careers & Enterprise Company confirmed that the application by Coast to Capital was successful in June 2020 and work on implementation of the Careers Hub started in August 2020.

b) Careers Hub implementation update

LM presented an update on the Careers Hub implementation.

The staff structure is now in place; EAN & Careers Hub Lead and two Hub Enterprise Coordinators.

35 schools and colleges are signed up to be part of the Hub.

The Lead School and Lead College have been identified and the Steering Group formed.

Work is progressing well to build a Cornerstone Employers Group.

c) KPIs

LM presented details of the Key Performance Indicators for the Careers Hub for 2020/21 as agreed by The Careers & Enterprise Company and the Department for Education. Percentages represent the number of education centres fully achieving the benchmarks.

LM clarified that Enterprise Advisers are volunteers from business who support our education centres 1-1 to help them progress towards the Gatsby Benchmarks.

Compass+ is the upgraded Compass self-evaluation that allows Careers Leaders to additionally record careers activities at pupil level and record intended and actual destinations for pupils.

Stakeholder satisfaction applies to Enterprise Advisers and Education Centres.

ACTION: KPI progress dashboard to be produced for future Steering Group meetings.

3. Introduction to Cornerstone Employers

LM provided an overview of what a Cornerstone Employer and who can be a Cornerstone Employer.

LM shared the narrative for why an employer should join the Cornerstone Employer Group as a member.

Cornerstone Employers confirmed to date are Thakeham Homes, Arcadis and Wates. Meetings are in place with three other potential businesses. I hope to have 6-8 Cornerstone Employers in total. The first round table meeting is 2nd December.

4. Introduction to Lead School and Lead College

LM announced the Lead School as Howard of Effingham School in Mole Valley and the Lead College as NESCOL in Ewell.

LM outlined the role of the Lead School and Lead College in the Careers Hub and how we reached our decision based on key considerations and criteria.

FW, Careers Leader at Howard of Effingham School and DS, Careers Leader at NESCOL were invited to say a few words.

FW; raising aspirations is a key aim and underlying strand of careers education for Howard of Effingham School and it fits well within the Ofsted framework for Personal Development. They champion careers education across their partnership schools, including primary provision.

DS; skills needs for the region are not necessarily currently aligned to provision. A real opportunity for us as a group and LEP in general to address this.

5. Terms of Reference

CW checked whether anyone had any recommended changes to the Terms of Reference.

ACTION: final copy of the TOR to be sent to the Careers Hub Steering Group Members

6. Programme of Work

LM outlined the planned Programme of Work for the Careers Hub and Enterprise Adviser Network to include:

- My Choices Transition Events for Sussex and Surrey (Nov 2020)
- Crawley STEMfest (Nov 2020)
- Proposed Open Doors event with Manor Royal Business (Jan 2021 TBC)
- Other proposed projects and ideas to support Gatsby Benchmarks 2 and 3

7. Careers Hub Launch Event

Event planned for December 2020.

This will be an opportunity to outline our vision and the key priorities for the Hub. We will introduce our Careers Hub Steering Group and Employer Cornerstone businesses and showcase some of the excellent work taking place in our schools and colleges.

ACTION: Save the date and further details to follow.

8. Close

a) AOB

ST raised how do we acknowledge the Covid impact within this group; what direct initiatives can we do for recovery? CW noted the Coast to Capital Stronger Smarter Greener Recovery Plan and the Skills Strategy and Action Plan will help direct this.

SS wants to raise awareness for the wealth of local career opportunity on Manor Royal. Considering what to do about the Careers Expo that is normally organised. What next for this? He queried whether adult re-training and career re-skilling fits within this group. CW noted the skills strategy and action plan, which we will be working to collaboratively with partners includes priorities around these elements of training and reskilling. GA also noted that parents have sight of the initiatives we signpost for young people.

SW acknowledged that there is lots to do to support this agenda.

b) Future Meetings

The Careers Hub Steering Group will meet quarterly and the date of the next meeting is 15th December. At the next meeting, we will be presenting data to show how education centres within the Careers Hub are progressing against the Gatsby Benchmarks.

There were no further items raised for discussion

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