****

MINUTES OF THE HAVERING LOCAL BOARD

Date: 6th June 2022

Venue: Rainham and Online

Time: 6 pm

|  |  |
| --- | --- |
| **Chair** | Shan Islam |
| **Local Board Members** | Shan Islam, Charlynn Koranteng, Michael Jones (online), Lauren Edmunds, Janet Smith |
| **Attendance and Quoracy** | 5 of a possible 6 attended. Meeting Quorate |
| **Officers and Attendees** | Phil Hall – Deputy Principal, Sixth Form  Ian Budge – Deputy Principal, Ardleigh Green  Catherine Foley - Rainham  Jamie Stevenson - Group Executive Director of Apprenticeships & Business Development |
| **Head of Governance - Havering** | Elsa Wright covering for Cathy Horne |

| **Minute Ref** | **Item of business** |
| --- | --- |
| **PROCEDURAL MATTERS** | |
| LB/22/17 | **Welcome and opening remarks**  The Chair welcomed Members to the meeting, explaining that Lauren was joining for the first time as a guest and was due to be appointed by the Corporation shortly. He thanked Michael for joining online. |
| LB/22/18 | **Apologies for absence**  Apologies were received from Cathy Horne and Sam Chilton-Cox |
| LB/22/19 | **Declarations of Interest**  There were no declarations of interest. |
| LB/22/20 | **Minutes of the Havering Local Board held on 1st March 2022**  *Paper: Minutes of the Havering Local Board – 1st March 2022*  The minutes were approved and would be signed by the Chair as a true and accurate record of the meeting. |
| LB/22/21 | **Matters Arising / Actions Tracker**  There were no matters arising from the minutes. Referring to the Actions Tracker, the Principal, Havering Colleges commented that the actions due today had been included as items on the agenda. |
| **DISCUSSION ITEMS** | |
| LB/22/22 | **The Employers we work with**  *Paper – The Employers we work with*  The Chair thanked the Group Executive Director of Apprenticeships & Business Development for his paper. It was helpful to have Catherine Foley at the meeting to talk about construction and engineering and the opportunities for students. The purpose of the discussion was to draw on board members’ knowledge and to help the College to inform and shape the curriculum moving forward, looking at construction across the group.  It was really useful to have direct input from Michael Jones and Lauren Edwards as they recruited in this sector.  Construction and engineering were now located at Rainham and had brought together the provision from across Havering onto one site which led to greater efficiencies and synergies.  Only motor vehicle was offsite and the long-term plan was to bring this onsite although this would require both resources and time. There were new developments from the campus along to Dagenham with many local garages being knocked down and there was scope to work with one of them to offer provision on this site.  The curriculum offer included brick, carpentry, painting, electrical, plumbing and building services. Engineering was split with machine and heavy engineering as one offer and then electrical and electronics being taught to develop higher level skills and HE provision. This was an area that the College was keen to grow. It was a competitive market but many universities offered niche courses which were in demand. T levels next year would include electrical and heavy engineering with different pathways including fabrication and welding. Take up was unknown at this stage. It was hard to find the 45-day placements to support the course and the College was working with them to decide how best to structure the course.  Members were clear that there was a demand for young engineers. Many of those working in IT, particularly in networking, were not trained and had learned on the job. It would be helpful for the College to know the types of provision and units that would be most useful to include in new programmes as there was flexibility.  **ACTION** – Catherine Foley to liaise with Michael Jones  Michael Jones fed back that there had been a lack of communication with the apprenticeship team. This was helpful feedback and was an area Ofsted had noted for improvement in the recent inspection. The team had made some changes, rolling out the model used at Havering across the group. Promonitor was now used giving all employers access to view the progress and attendance of their apprentices. Recruitment was ongoing to the team with the aim of building stronger relationships with employers  Lauren Edwards explained that she was working on the Lower Thames Crossing Project. Analysis had identified skills gaps and work was in hand to see how these could be filled before the project got approval. There would be the opportunity for digital and construction placements and the team was working with National Highways who were already delivering T levels.    Catherine Foley explained that the proposal for T levels was 1 day a week in workplace but the College had not ruled out block release. Some employers would prefer students to cover the basics including health and safety in College during the first 6 weeks. Students could then spend a 1 or 2 week block with the employers. This was the approach with some apprenticeships and worked well. Merlin often brought apprentices and trainees onsite during ride shutdown periods. There were innovative ways of doing this    **ACTION –** Catherine Foley would liaise with Michael Jones regarding IT units, skillsets and pathway  **ACTION –** Jamie Stevenson would follow up on apprenticeships with Michael Jones.  **ACTION –** Catherine Foley would contact Charlynn Koranteng and Lauren Edmunds about T level placements and pathways.  There was a discussion about diversity and inclusion and what the College was doing to broaden this. There had been a big uptake in female electricians with positive role models within the college. There had been issues with staffing but this was being addressed as a priority. The College had run an electrical competition which a young woman had won.  There were some female engineering students and this was being promoted in school visits but uptake was low and the College needed to find a way to make them more appealing.  It was important to get teachers involved and to promote the new jobs and routes into engineering which were not in heavy industry.  Organisations such as **Stemettes** and **We are the City** were working to encourage women into technology and there were advocates who would act as mentors and support young applicants. A presentation about the Lower Thames Crossing had encouraged young women to approach the team about construction roles and these were the type of events which opened the door. There was an international women in engineering day on 23 June and a STEM event for women on 22 June. A big part of this was trying to break down attitudes and encourage applicants where there were low aspirations. Placements could really support this work. The Chair asked for an agenda item to look at this in more detail.  **ACTION**– **Agenda point for next meeting**  The Group Executive Director, Apprenticeships & Business Development explained that there had been 305 apprenticeship starts this academic year which was the biggest cohort ever. There was lots of interest in construction and trades, particularly around green skills.  Engineering numbers were still low and the team wanted to reach out to employers to look for more opportunities. 500 students had taken part in work experience and there had been 700 students start an industry placement.  Many employers had long-standing links with the College but there were some new companies coming through. The team was reviewing how it engaged with employers at all levels to ensure that every intervention with an employer was positive. There needed to be consistent communication and a clear plan for employers to see the different routes.  The team wanted to encourage adults who were in work to study and upskill by offering the Licence to Practise qualifications for electrical and plumbing. There was a discussion about how industry bodies such as BCA and NASS could be involved in supporting the College. The sector skills councils were a good link and the Skills white paper had introduced local skills improvement plans. The College had applied for some funding with a focus on local carbon technology and this had an endorsement from employers and trade bodies.  Account management was key.  The Chair would share contacts who could give career insights to students in the field of architecture.  **ACTION – Chair to share contact details with the College** |
| LB/22/23 | **Stakeholder satisfaction and community engagement – campus round up**  *Papers: Assistant Principals – campus reports*  Work continued to engage with the community and local schools. There had been some concerns about identity after merger and Covid had led to the need to re-establish education on campus. Students were involved in many community events such as the local St George’s day parade with others volunteering at Park Run.   SEND students had collected resources for Ukraine, with 5 transit vans sent, and raised £200 for UNICEF.  Many of these events were small but they were noticed and had a very positive impact.  Both campuses were working with former students who came back 2 to 4 years after leaving to talk about the A levels they studied, their journey, things that they wished they had known and life after College. Such events were well received and had a positive impact on current students. There had been a number of events to celebrate culture and there had been positive coverage in the local press.  There had been strong attendance in the exams which had been the first public exams for many. Mental Health continued to be an issue for many students and support had been enhanced.  There would be a series of events to celebrate 30 years at the Sixth Form and Local Board members would be invited. The Sixth Form continued to grow as part of the group and had its own culture working with local employers, charities and the community. Increasingly, schools were thinking about developing their own Sixth Form provision and it was important to remain competitive and to promote the offer. The College was presented positively by the Local Authority. It was able to offer both breadth and depth which would not be possible at a school sixth form.  The College continued to work with not-for-profit organisations offering facilities for conferences and training. It had run a very successful event for Parkinson’s UK which had offered some positive experiences for students. It was important to be more than just an education provider. UNICEF had used facilities along with the virtual schools’ network. The papers from the Campus Deputy Principals gave more detail on events.  There was a low level of young people who were NEET in Havering. Organisations such as the Shaw Trust worked with the College to support students with complex needs to help them find employment opportunities. They helped to engage employers who could offer supported internships and this was a key step in building relationships with employers to secure placements, which often resulted in a permanent role.  At Ardleigh Green there had been work to improve local reputation through marketing and working with the local community.  It was also key to involve parents.  There was work to do to promote T levels to Y10 and 11 students with Art and Digital being the focus.  The College had been involved with various environmental initiatives including tree planting and a clothes swap.  The College would see some big changes over the next five years which would cause disruption and it was important to communicate with the local community about the end game.  Key to communicate the importance of supporting students with SEND and offering key provision such as Health and Social Care.  There was a community event at Rainham on Thursday to raise the profile of the College.  There were opportunities for local taster courses and to host future competitions.  Students had worked in a local hospice and a nursery with complementary feedback about the work completed and the behaviour of students.  The point was made that provision at Rainham was not offered by local schools and this made it easier to gain access to promote courses.  Michael Jones left the meeting and the Chair thanked all participants for their input to a very productive meeting. |
| LB/22/24 | **Focus on Construction and Engineering**  See item 6, minute reference LB/22/22. |
| **INFORMATION ITEMS** | |
| LB/22/25 | **Any Other Business**  The Chair thanked Lauren Edwards for attending the meeting and looked forward to her joining the Board |
| LB/22/26 | **Date of Next Meeting**:  To be confirmed |

*The meeting ended at 6.50pm*