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| **Employer and Skills Sub Group**  **13th December 2016 10.00am – 12noon. Preston’s College**  **Present:** Claire Shore, Chair (Blackburn College), Andrea Gardner (Myerscough College), Becky Lavin (Preston’s College), Raeleen Duthoit, Helen Fenton (LWBLEF).  **Apologies:** Lisa Moizer (LEP), Damian Crawshaw (NLTG), Stephanie Coleman (Burnley College), Anita Dale (GP Strategies), Lisa Bloomfield (T2000), Sonya Cooke, Darren Moore, Callie Hickey (Rathbone). | | |
| **1** | **Apologies /minutes of last meeting**  Attendance at the meeting was affected by an incident that closed the M6 for most of the day. |  |
| **2.** | **Update from Skills and Employment Hub**  Lisa Moizer was unable to attend.  RD directed the group to the Skills and Employment Hub website and to the LMI factsheets. There is a link to the web page on page 4 of the December Bulletin.  RD referred to the Apprenticeship Growth Plan and advised that the Skills and Employment Hub is inviting input/suggestions to build the Plan. |  |
| **3.**  **3.1**  **3.2** | **Apprenticeship Reform**  It was agreed that there was a need for a consistent and collaborative approach from members to marketing activities around the Apprenticeship Reform, similar to the standards/expectations contained in a SLA. At the same time it was recognised that providers will have certain points of difference/specialist areas that they would market themselves.  The collective “offer” would appear on the Forum and LEP websites and points to be highlighted could include  Collective no. of apprenticeship opportunities  Collective no. of employers supported  Area covered  Can support core business and specialisms  Training needs analysis undertaken for Staff Development  Signpost to SORTED information  Employers will be invited to contact Forum for further information/advice/support.  Lancashire Business View – the next edition will include information for non-levy payers. RD asked for members’ suggestions regarding content/articles for future editions of LBV. | **RD/CS to meet to consider further** |
| **4.** | **Lancashire Young Apprentice Ambassador Network**  RD advised that training for new Ambassadors will take place in January. Providers who wish to nominate an apprentice will find the nomination form on the Forum website under Apprenticeship Ambassadors. |  |
| **5.** | **LESEP ESIF Access to Employment**  RD reported that A to E paperwork is currently being designed, a meeting with the SFA regarding the contract has taken place and capacity building plans are being put together. The post of Strategic Partnership Manager has been advertised. |  |
|  | **Date of next meeting – 22 February 2017**, **Preston’s College**. |  |