

Apprenticeship Update

The apprenticeship levy was introduced in April 2017. The levy is based on 0.5% of the annual wage bill which includes the council and our maintained schools. The levy is taken from the council on a monthly basis and any apprenticeship providers are paid on the same frequency.

The levy expires after a rolling 2 year period, the monthly clawback comes into force from June 2019 for any unused levy relevant to that month.

As a council we are also required to report on the Public Sector target, which is 2.3% of headcount to be averaged out over the next 4 years. For the council this equates to 156 and for schools 172 apprenticeship starts per year (based on current workforce). This includes new recruits as well as developing our existing staff.

The council's apprenticeships plan is integrated within the People Strategy. This diagram provides an overview of all the ongoing strands of work being progressed to support the levy and to ensure that the council receives the most added value:



Headline data

Item	Details
Total apprenticeship levy available (1st April 2017 to 30 September 2018) *This includes maintained schools, each school is allocated a specific amount based on their annual wage bill	£1, 500,000
Total apprenticeship levy committed to spend as of 30th September 2018 *Payments made to training providers are on a monthly basis, the committed spend is over the full duration of the apprenticeship	£700,000
Total number of new apprentice recruits - 1st April 2017 to 30th September 2018	83
Total number of existing staff on an apprenticeship development programme - 1st April 2017 to 30th September 2018	64
<u>Public Sector target reporting – statutory reporting period 1st April 2017 to 31st March 2018</u>	Apprenticeship starts = 62 *Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) as a proportion of employment starts between 1 April 2017 to 31 March 2018 = 3.32% *Percentage of total headcount that were apprentices on 31 March 2018 = 0.55% **The Public Sector target figure over the next 3 years is 2.3% of headcount

Apprenticeship Plan – Impact & Outcomes

The plan aims to achieve 4 key impacts:

Impact 1 – Assist the council to attract a younger workforce and to ensure good quality apprenticeships for local residents

Impact 2 – To support the council to have a more diverse workforce and to ensure job seekers from under-represented and disadvantaged communities have equal access

Impact 3 – Utilise the apprenticeship levy to develop existing staff of all ages to facilitate workforce planning and address skills gaps

Impact 4 – To support the Corporate Parent role by creating apprenticeship pathways for care leavers

This summary outlines outcomes achieved to date under each impact area, activities involved and future plans:

Impact 1: Assist the council to attract a younger workforce and to ensure good quality apprenticeships for local residents
<ul style="list-style-type: none">• Outcomes to date: 83 apprenticeship starts
<ul style="list-style-type: none">• Activities: Managers supported to identify appropriate roles, recruitment workshops for job seekers
<ul style="list-style-type: none">• Plans: target hard to fill vacancies, apprenticeship pay review
Impact 2: Support the council to have a more diverse workforce and to ensure job seekers from under-represented and disadvantaged communities have equal access
<ul style="list-style-type: none">• Outcome to date: 13 Community mentors trained (via RADAR)
<ul style="list-style-type: none">• Activities to date: promoting through community organisations, Careers, schools, NEETs and Employee Networks
<ul style="list-style-type: none">• Plans: Community outreach events, introduction of talent pool
Impact 3: Utilise the apprenticeship levy to develop existing staff of all ages to aid workforce planning and address skills gaps
<ul style="list-style-type: none">• Outcome to date: 64 staff upskilled, 30 staff started on brand new Aspiring managers apprenticeship programme
<ul style="list-style-type: none">• Activities to date: council-wide skills audit, managers' drop-in, internal promotion
<ul style="list-style-type: none">• Plans: work with services to agree a service based apprenticeship plan, including appropriate targets to support their workforce planning
Impact 4: To support Corporate Parent role by creating apprenticeship pathways for care leavers
<ul style="list-style-type: none">• Outcomes to date: a coherent plan agreed, resource/capacity issues highlighted
<ul style="list-style-type: none">• Activities to date: multi-service review, consultation with young people,
<ul style="list-style-type: none">• Plans: Enhanced independent living skills support, Saturday Jobs scheme, Personal Advisors and in-work support, Managers' support package

