

# Economy and Skills Scrutiny Committee

## Apprenticeship Update

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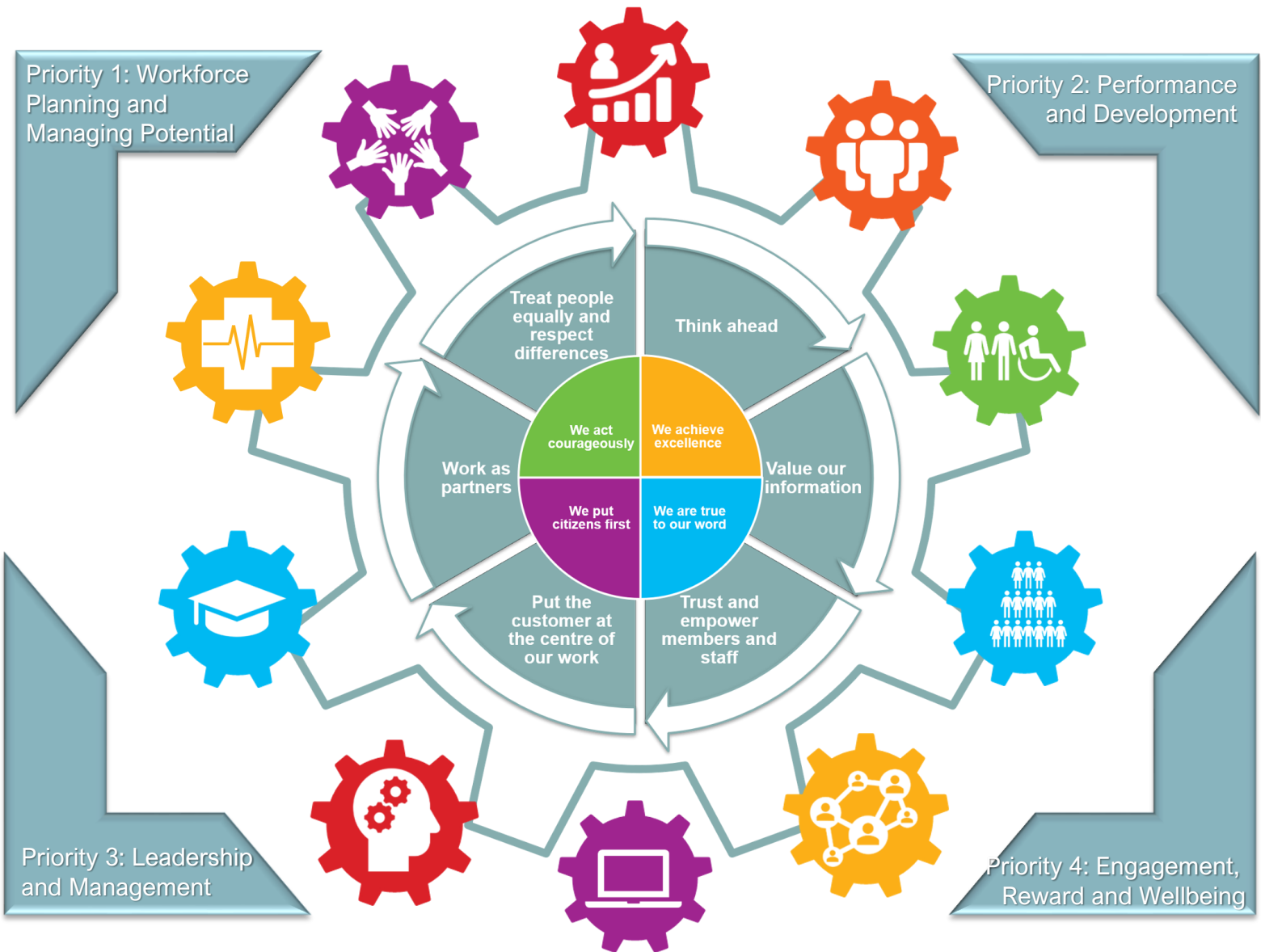
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22<sup>nd</sup> January 2020



## Workforce Governance



## Workforce and Culture Dashboards

# An Apprenticeship in 2020

Learning new skills at work during the working week

- For new staff or existing staff in any role at any level - from first job to strategic leaders and professionals in specialist functions and roles
- For existing staff needing to acquire new skills, or for those in a new role or with new responsibilities
- Learning during paid time as part of the working day

Structured training to meet knowledge & skills for your role

- Any level from a vocational qualification at level 2 for a first job, to a degree or masters, or others without a specific qualification
- Through an approved apprenticeship provider- FE or HE as required
- A competency programme designed by groups of employers in a sector

Studying for a qualifications or other learning outcomes

- 20% of your time is spent in planned learning i.e. not doing day-to-day tasks
- e.g. off site; lectures, workshops, day or block release,
- e.g. at work; job shadowing, learning a new skill or task, working on an assignment, researching or completing online modules

With on programme and end-point assessment

- Regular reviews to discuss progress & identify any further support needed from your line manager or training provider
- A programme of the job learning, at work gaining experience and skill
- End-Point Assessments often designed for professional body accreditation

Funded by government and employers

- Employers including the Council with £3M + wages bill pay a monthly levy for apprenticeships
- This covers the full cost of training and assessment and supports any apprentice to complete their apprenticeship

# Apprenticeship Levels

Name	Level	Equivalent Educational Level
Intermediate	2	GCSE
Advanced	3	A Level
Higher	4, 5, 6, 7	Foundation degree and above
Degree	6, 7	Bachelor's or Master's degree

# How the Apprenticeship Levy is being Utilised

- **Succession Planning** for retirement of key staff in 12 months or building a succession plan 2 years ahead
- Recruitment to fill a vacancy
- Targeted recruitment to ensure that we have a range of age and experience across our staff
- Targeted recruitment to attract applicants from a more diverse demographic supported by the apprenticeship as a structured training programme
- **Recruitment Planning** for extra resource for growth

## Recruit & Replace

1

- **Retention Planning** to retain key staff and support a development culture
- Supporting staff with aspiration and ambition to keep learning new skills - grow your own future
- Retaining staff looking for new challenges
- Demonstrating a development focussed culture
- **Progression Planning** to support additional responsibilities or moves into other roles in the department

## Retain & Develop

2

- **Skills Planning** to update skills or cross train existing experienced staff with the latest knowledge and skills needed in their role
- Recognising, formalising and growing the skills of long-serving staff
- Increasing efficiency through new techniques and skills
- Boosting confidence and encouraging innovation
- Expanding the number of staff with key knowledge and skills

## Retrain & Refresh

3

# How the Apprenticeship Levy is being Utilised

- Culture Change Officer is attending management teams across the council to raise apprenticeship awareness and how the levy can be used to upskill the workforce
- Organisational Development Team conducting skills analysis with service areas and identifying where apprenticeships could be utilised to address skills gaps
- Marketing campaign for schools being developed to raise apprenticeship awareness and benefits
- Apprenticeship Levy Adoption Principles - in draft waiting approval
- Ring-fencing new apprenticeship opportunities for Birmingham residents
- Partnerships have been developed with local institutes such as University of Birmingham
- Identified as a key partner regionally and nationally in the Apprenticeship field

# Current Apprenticeship Levy Spend

- Current fund = £5,531,111
- Funds spent in last 12 months = £349,901
- Estimated planned spending for next 12 months = £585,236.  
Increase of 67% over the next 12 months – will keep going up!
- Projected £2,624,947 will be paid into the levy within the next 12 months = £218,746 per month

# Public Sector Apprenticeship Quota

- Public Sector bodies with more than 250 employees have a target that 2.3% of workforce start apprenticeships annually
- Based on current headcount, BCC need to start 233 apprenticeships per financial year (excluding schools)
- As of the end of December 2019, 94 new apprenticeships have started so far this financial year
- A number of apprenticeship starts are planned for the new year

# Public Sector Apprenticeships Starts Comparison

Organisation Name	No. of employees (headcount) as at 31 March 2018	No. of apprentices as at 31 March 2018	% of employees who were apprentices as at 31 March 2018	New apprenticeship starts as a % of headcount 2017-18
Birmingham City Council	30116	123	0.4	0.4
Bradford Metropolitan District Council	14306	142	1	0.8
Coventry City Council	9012	89	1	1.5
Derby City Council	7384	63	0.9	0.9
Leeds City Council	14525	276	1.9	1.4
Leicester City Council	11973	122	1	1
Liverpool City Council	12385	91	0.7	0.5
Manchester City Council	13725	210	1.5	1.4
Nottingham City Council	9145	89	1	0.9
Sandwell Metropolitan Borough Council	9357	143	1.5	1.5
Sheffield City Council	12214	147	1.2	1.1
Walsall Council	7179	175	2.4	2.4
Wolverhampton City Council	7133	113	1.6	1.1

Source - <https://www.gov.uk/government/statistics/public-sector-apprenticeships-in-england-2017-to-2018>

# Work Being Undertaken with Partners Across the City

- The council is able to 'gift' part of the levy
- Focussed on new apprenticeship creation but could also be about job retention
- Priority is SME's who don't pay the levy
- Conversations with the WMCA about their use of the levy – some opportunities for alignment
- Exploring other initiatives in the city where the levy could add value – need to avoid duplication
- Working with HR colleagues to ensure we have the resource to gift the levy appropriately

# QUESTIONS





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