

# Public Sector Apprenticeship Target

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## Report August 2019

East Riding of Yorkshire Council

Number of employees who were working in England on 31 March 2018:	<b>11,628</b>
Number of employees who were working in England on 31 March 2019:	<b>11,242</b>
Number of new employees who started working for you in England between 1 April 2018 to 31 March 2019:	<b>1,615</b>
Number of apprentices who were working in England on 31 March 2018:	<b>85</b>
Number of apprentices who were working in England on 31 March 2019:	<b>177</b>
Number of new apprentices in England whose apprenticeship agreements started between 1 April 2018 to 31 March 2019:	<b>124</b>
Number of full-time equivalents who work for you in England (reported):	<b>5000</b>

## Reporting percentages

We have computed the percentages that will be reported from the figures you have given.

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Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) as a proportion of employment starts between 1 April 2018 to 31 March 2019	<b>7.68%</b>
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Percentage of total headcount that were apprentices on 31 March 2019	<b>1.57%</b>
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Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) between 1 April 2018 to 31 March 2019 as a proportion of total headcount on 31 March 2018	<b>1.07%</b>
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## **Outline any actions you have taken to help you progress towards meeting the public sector target:**

The Council has a robust process in place to identify suitable levy-funded qualifications for the workforce based on business need. Senior Management Team is updated bi-monthly on use of the levy, the funds remaining and any new qualifications launched/in development. Corporate Management Team (including the Chief Executive) is updated quarterly. Managers are asked to consider how the levy can be used to support recruitment and retention and succession planning and to upskill staff in light of business transformation and consequently, the rationale for spend remains sound. Key actions in place to identify apprenticeship opportunities include; managers reviewing all vacancies to ascertain if the post can be offered as an entry route apprenticeship post or if the new postholder can undertake an apprenticeship as part of their continuous professional development; monthly updates to all services on the qualifications available to staff; regular updates to the Council's Corporate Management Team (including Chief Executive), members and the Schools' Forum; the recruitment of a temporary officer to support schools in maximising their levy; the ongoing work of an operational support team (comprising of officers from Finance, Legal, Procurement and Organisational Development) to support the day-to-day management of the levy and promotion of the levy and apprenticeship qualifications available through a variety of media (staff magazine, intranet, specific and targeted electronic communication, Headteachers' Bulletin). In comparison to the challenges experienced in the previous year, the availability of new standards has provided new opportunities however this is still dependent on availability of a training provider and the ability of the individual/team/service to manage the off the job training requirement. For some standards (particularly the Social Worker Degree), services have had to find extra funds to backfill staff whilst they undertake the apprenticeship. This then limits the numbers we can offer the qualification too.

## **Tell us about any challenges you have faced in your efforts to meet the target:**

The inclusion of schools still has an impact on the Council's ability to meet the target with significantly lower start numbers within the schools' workforce (31) compared to the Council corporately (93). If the target could be separated, the Council would have progressed to 1.5% against the target and we believe the reporting should allow local authorities to separate their progress between corporate and schools. Schools continue to raise concerns over a number of issues which impact on their ability to maximise use of their levy contribution including lack of appropriate higher level teaching standards being in place; the variable interest bearing in mind many schools have not had an apprentice before; significantly reduced staffing budgets; a high proportion of small schools with few staff/high numbers of part time staff (which inflates headcount) and reduces their 'share' of the levy (in some cases, the 'share' is not sufficient to

purchase a qualification and they cannot access co-investment); managing the 20% off-the-job training (time away from classroom particularly for part time staff) and other pathways into teaching (seen as more prestigious and cost-effective).

### **How are you planning to ensure you meet the target in the future?:**

Work continues to proactively identify opportunities for entry route apprenticeship posts and continuous professional development in line with business need. A number of new entry route post opportunities will be co-funded by the Council so that services can offer posts where previously they have not had sufficient funds – it is hoped these posts will be particularly attractive to young people. The 4 leadership and management apprenticeship qualifications (L3 Team Leader, L5 Departmental Manager, L6 Chartered Manager and L7 Senior Leader) are also to be rolled out. These will complement existing leadership and management training delivered internally. To support schools in accessing their levy contribution, they are not 'limited' to their individual contributions and on a discretionary basis, requests for levy spend are considered on a case-by-case basis. The process to request levy funds has been simplified and the recruitment to a new post to support schools in maximising their levy will significantly increase engagement – the focus will be establishing cohorts of learners across the authority to enhance peer to peer learning and quality training in areas such as catering and property maintenance. The Council will continue to lobby Government on issues faced and regularly contributes to research undertaken by the Local Government Association to ensure these issues are flagged locally, regionally and nationally.

### **Do you have anything else you want to tell us?**

Procurement, resourcing and the use of headcount figures to determine the target have all had an impact. Following Public Contracts Regulations to procure apprenticeship training takes considerable time. Ad hoc procurement exercises have hampered our ability to commission training for individuals/small cohorts and our location on the East Yorkshire coast has also meant some providers have not been able to deliver training onsite, requiring our staff to travel further afield. There has been increased administrative/management costs incurred since the introduction of the levy and the tight funding criteria have restricted use to funding apprenticeship qualifications only, rather to fund any additional, dedicated resources. The significant number of part time workers in our workforce does not reflect our capacity to deliver an increase in apprenticeship starts and results in a challenging target.