

## **EAST RIDING OF YORKSHIRE COUNCIL**

### **Response to Public Sector Apprenticeship Target 30 September 2018**

Number of employees who were working for ERYC (inc schools) in England on 31 March 2017: **12,048**

Number of employees who were working for ERYC (inc schools) in England on 31 March 2018: **11,628**

Number of new employees who started working for ERYC (inc schools) in England between 1 April 2017 to 31 March 2018: **1785**

Number of apprentices who were working for ERYC (inc schools) in England on 31 March 2017: **33**

Number of apprentices who were working in for ERYC (inc schools) England on 31 March 2018: **85**

Number of new apprentices within ERYC (inc schools) in England whose apprenticeship agreements started between 1 April 2017 to 31 March 2018: **78**

Number of full-time equivalents who work for ERYC (inc schools) in England: **4873**

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

#### **Reporting percentages**

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	<b>4.37%</b>
Percentage of total headcount that were apprentices on 31 March 2018	<b>0.73%</b>
Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) between 1 April 2017 to 31 March 2018 as a proportion of total headcount on 31 March 2017	<b>0.65%</b>

#### **Actions taken to help the Council and schools 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. An Apprenticeship Reform Board comprising of Heads of Service and operational staff meet on a monthly basis to review the levy funds available (both spent and committed) and to discuss proactive ways to maximise use of the levy for both Council and school staff. Managers are asked to consider how the levy could be used to support recruitment and retention and succession planning and to upskill staff in light of business transformation. Although actual levy spend remains low, the rationale for spend remains sound. Key actions in place to identify apprenticeship opportunities include the establishment of the Reform Board; 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 creation of a temporary post to co-ordinate the apprenticeship reforms and management of the levy; the establishment 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).

### **Challenges the Council and schools have faced in efforts to meet the target**

Schools have raised concerns over a number of issues which have impacted on their ability to maximise use of their levy contribution including lack of appropriate teaching standards being in place during the first 18 months of the levy (including Teacher and Teaching Assistant); the variable interest bearing in mind many schools have not had an apprentice before; limited/reduced staffing budgets; reliance on local authorities to promote apprenticeships (with limited or no resources to do this) with very little support from other sources; 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) and other pathways into teaching (seen as more prestigious and cost-effective). The delay in approval of a number of other standards for the Council workforce has also hindered our progress, namely Social Worker, Children, Young People and Families Practitioner, Chartered Town Planner and Occupational Therapist.

Procurement, resourcing and the use of headcount figures to determine the target have all had an impact. Procuring apprenticeship training takes considerable time and resources to manage and our location on the East Yorkshire coast has 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. We have redirected a resource to manage this for the Council and schools, however, the number of schools is significant and across a wide geographical area. A relaxation of the rules would help organisations to manage this more effectively, resourcing appropriate coordination and stimulating interest across both the Council and schools. 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. If the target was based on FTE figures, the Council and schools would have progressed to 1.6% of the target.

### **Plans to ensure the Council and schools 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. Heads of Service are asked to update Corporate Management Team on their plans for levy-funded qualifications for the next 6-12 months and this is reviewed on a bi-annual basis. Analysis of starter data will stimulate discussion with managers about CPD opportunities and a corporate drive to review recruitment processes will support ongoing review of vacancies. In particular, there may be opportunities within the leavers' process to ensure early consideration of entry route opportunities. 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.