

Aiming high in Apprenticeships

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Sue Outhwaite & Helen Kelly – City & Guilds



4 Main things are changing

Apprenticeships are changing.
You are part of that change.

1

Give employers
control in designing
Apprenticeships

2

Increase the
flexibility of
delivery

3

Simplify
the funding
system

4

Increase the
effectiveness
of training



Give employers control in designing Apprenticeships

Employers have more control in designing apprenticeships

- Employer led Trailblazer groups are developing new occupational Standards which will replace SASE Frameworks
- An increase from approximately 250 SASE Frameworks to potentially over 800 Standards
- Each new Standard is consulted on before 'Approval for Delivery' is given
- Note - some of the earlier published Standards are being re-assessed and updated

<https://www.gov.uk/government/publications/future-of-apprenticeships-in-england-guidance-for-trailblazers>



Increase the flexibility of delivery

Apprenticeship levy via PAYE and HMRC

- Funds go into the Digital Apprenticeship Service account, with 10% additional top-up from government
- The DAS can only be spent on training and assessment of apprenticeships
- You can choose to become an Employer Provider and deliver apprenticeships yourself, or sub-contract to a Training Provider or perhaps a mix of the two

You, as the employer are in the driving seat!

3

Simplify the funding system

New Funding Bands from May 2017 for Standards and Frameworks

Band	Band Upper Limit
1	£1,500
2	£2,000
3	£2,500
4	£3,000
5	£3,500
6	£4,000
7	£5,000
8	£6,000
9	£9,000
10	£12,000
11	£15,000
12	£18,000
13	£21,000
14	£24,000
15	£27,000

Current Funding Caps for Standards

Funding Band	Core Government contribution cap (£)	Employer contribution (£)
6	18,000	9,000
5	13,000	6,500
4	8,000	4,000
3	6,000	3,000
2	3,000	1,500
1	2,000	1,000

There are new funding arrangements. This will provide an indication of the funding you could receive as an Employer Provider or enable you to hold negotiations with training providers who may deliver on your behalf.

4

Increase the effectiveness of training

New apprenticeships are designed to be more flexible and more effective

- Qualifications are no longer always mandatory – employers can design a programme to meet new apprenticeship Standard specification (this could include any relevant qualification of any size or accreditation, unless a specific qualification is mandatory and written into the apprenticeship Standard)
- Employers have the flexibility of mapping their current roles and training materials to the standards so that the apprenticeship learner journey is embedded and aligned to their business operations
- Introduction of end-point assessment – once the apprentice has completed the on-programme phase and passed their gateway criteria they will move on to end-point assessment
- End Point Assessment (EPA) must be carried out independently

<http://www.cityandguilds.com/apprenticeships/emerging-standards/end-assessment-service>

Planning & Design - 6 key steps

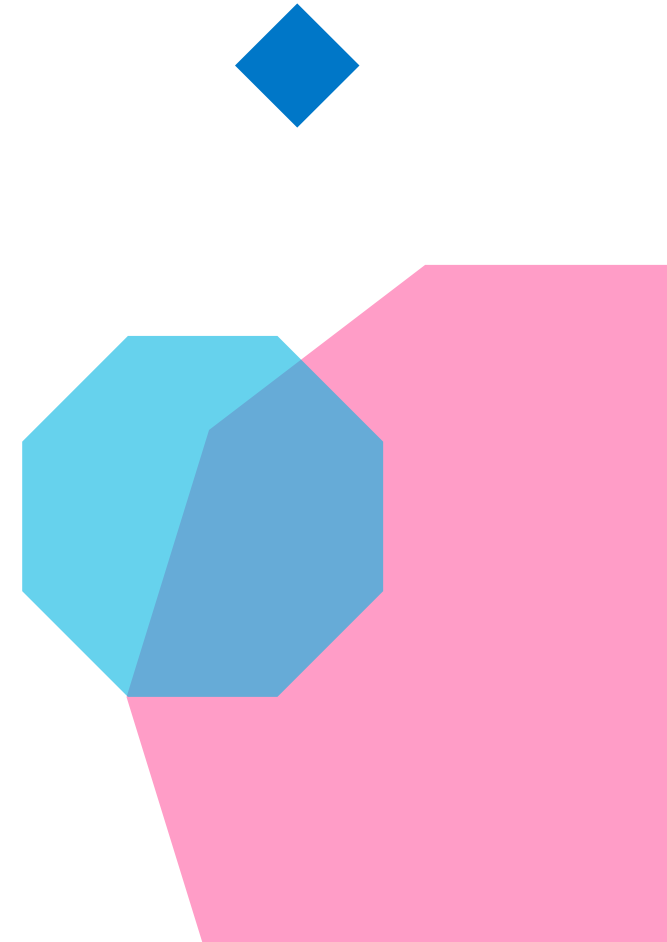
1. Understand the levy

The levy will be a significant cost for many businesses but will present an opportunity to drive new skills and enhance productivity

Things to consider:

- Levy Value
- Current spend on training
- Collaboration with all key stakeholders eg. Finance, heads of departments and senior management

It's KEY to get BUY IN before you design & roll out!



2. Develop a talent plan

- Review key business drivers to identify potential succession planning opportunities for job roles
- The apprenticeship levy provides an opportunity to broaden opportunities for development and progression
- Analyse and identify skills gaps, recruitment practices and progression opportunities. Are there areas in the business where traditionally apprenticeships have not been offered but could now be a solution?

Things to consider:

- Create a high level career plan plotting out pathways for development
- Check if current training provision meets future talent pipelines
- Consider apprenticeships for new and existing staff within the business



3. Review current training programmes

- Identify what training programmes are currently in place across the business.
What is working well and why?
What could be improved?

Things to consider:

- Scope out and map your current apprenticeship programmes against the new standards to identify any gaps
- Consider any in-house training and supportive materials that work well and is aligned to business needs and objectives. Map these against the new standards and identify gaps. Build in to your Learning and Development planning
- Remember to take in to account 20% off the job learning requirements for apprenticeship programmes

Top tip: Don't rule out any roles for Apprenticeships



4. Decide which programmes to deliver

- When good quality training already exists within a department vs no current training offer yet available
- If delivering as an Employer Provider for the first time you may want to start small and with an area that is manageable

Things to consider:

- Explore the job roles that map against the available standards
- Consider the capping levels against the roles you are looking at
- Think about offering Level 3 Apprenticeships and above as a promotion route for existing staff
- Consider making Graduate Recruitment Programmes a Higher Level Apprenticeship Programme



5. Decide how to deliver your apprenticeship programmes

- Look at the training you do well and be realistic about the areas where you might need support

Things to consider:

- Competency and capability to become an Employer Provider
- If looking to partner with a training provider consider their success rates, Ofsted rating, capacity and national coverage, percentage of training they will provide along with any other services
- Determine what percentage of funding you would negotiate between yourselves and the provider
- Determine which end-point assessment organisation you wish to work with and the associated brand alliance



6. Ensuring readiness to deliver

- Do you have the skills, expertise and resource required within the business to deliver apprenticeship programmes

Things to consider:

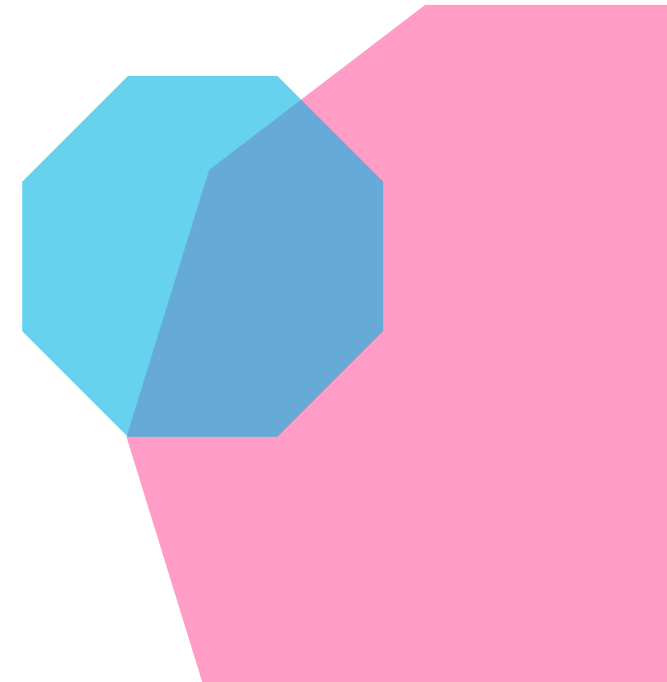
- Determine if staff require leadership and management coaching or training to effectively support apprentices
- Potentially up skill staff in training and assessment and/or do you need to buy in operational resource to support you initially or longer term
- Decide how to manage, monitor and administer the apprenticeship programme
- Ensure internal systems, facilities and equipment are in place as per the requirements of the apprenticeship programme

Top Tip: High quality learning needs to be at the heart of any apprenticeship programme



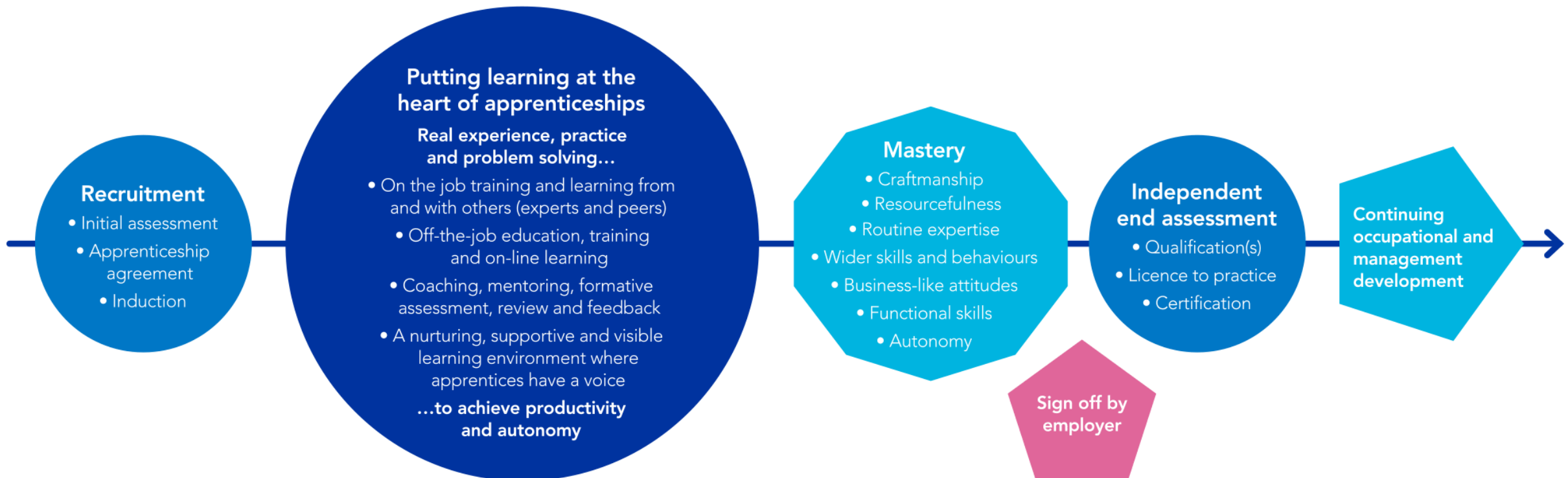
Putting quality at the heart of the programme

- Ensures no learner is put through the gateway to end assessment before they are ready
- Ensures the apprentice has a great experience whilst creating confidence
- Reflects a positive image for your brand
- Attracts staff
- Reduce attrition rates
- Adds valuable skills to your workforce
- Supports talent planning within the business
- Minimises risks from Ofsted inspections
- Minimises financial penalties from SFA



How to ensure the highest quality

- Recruitment
- Real experience, practice and problem solving
- Mastery
- Sign off by employer (The Gateway)
- Independent end assessment
- Continuing occupational & management development



Employers' guide to Apprenticeship reforms



Download your full length Employers' Guide to Apprenticeship Reforms today at:

http://www.cityandguilds.com/~media/Employers/Documents/J349930_Apprenticeships_Employer_Levy_Guide_Full_Length_V4%20pdf.ashx

Other Apprenticeship information can be viewed at:

<http://www.cityandguilds.com/apprenticeships/news-events/Apprenticeship-resources>

Links to relevant documents

Provider/Employer apprenticeship funding rules 2017/18

<https://www.gov.uk/government/publications/apprenticeship-funding-and-performance-management-rules-2017-to-2018>

Apprenticeship funding policy and funding bands sheets

<https://www.gov.uk/government/publications/apprenticeship-funding-from-may-2017>

Register of Apprenticeship Training Providers

<https://www.gov.uk/government/collections/register-of-apprenticeship-training-providers>

Apprenticeship funding from May 2017 – policy paper

<https://www.gov.uk/government/publications/apprenticeship-funding-from-may-2017>

Apprenticeship Standards

<https://www.gov.uk/government/collections/apprenticeship-standards>

Employer Provider Guide

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/590269/Feb_employer_provider_guide.pdf

Upcoming events



Employer Webinar

Tuesday 21 February, 2 – 3pm

[Guidance on apprenticeship delivery options for employers](#)



Employer Conference

Thursday 23 March, 9:30 – 5:30pm

[Making Apprenticeships Work](#)
ICC, Birmingham



Employer Training

Wednesday 19 April, 9:30 – 4pm

[Apprenticeships and becoming an employer provider](#)
City & Guilds London



Employer Training

Thursday 13 April, 9:30 – 4pm

[Apprenticeships and becoming an employer provider](#)
City & Guilds Wakefield

Thank you for listening

