

PLYMOUTH CITY COUNCIL APPRENTICESHIPS

Introduction

Over the last 5 years Plymouth City Council has been committed to supporting young people into work through its apprenticeships programme and today stands proud as one of the South West's most successful apprenticeship employers.

The Council's modern Apprentice Scheme was launched September 2010, starting with just 4 apprentices in the finance and youth work sectors. In 2011 the council set a 3 year target to achieve 100 apprenticeship starts, by April 2014 by the end of 2013 we passed this target. To date we have supported 205 individuals through an apprenticeship, with 97% completing the apprenticeship.

Apprenticeship Pay and conditions

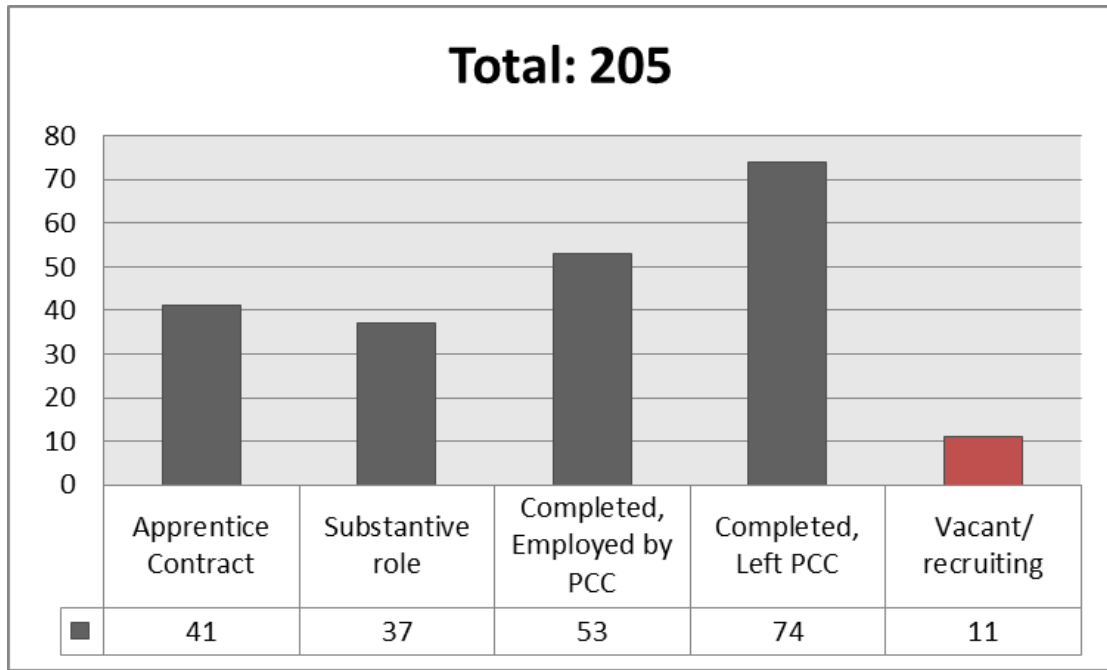
Plymouth City Council has always rewarded its apprentice learners with good pay which is well above national minimum pay for apprentices. This has reflected on the commitment of our apprentice learners and has rewarded them for completing their apprentice journey with ourselves.

NVQ	Annual Pay
NVQ 2 (Year one)	£10,322
NVQ 2 (Year two)	£12,926
NVQ 3	£12,926
NVQ4	£15,070

Currently all our apprentices are also given access to apply for full time employment posts upon completion of their 6 month probation. This has allowed us to provide the opportunity to support our apprentices to complete their apprenticeship and secure full time employment. Out of the 205 apprentice starts 131 are still employed at Plymouth City Council with the remainder moving to other employers or further education mainly within Plymouth.

The Current Picture (November 2015)

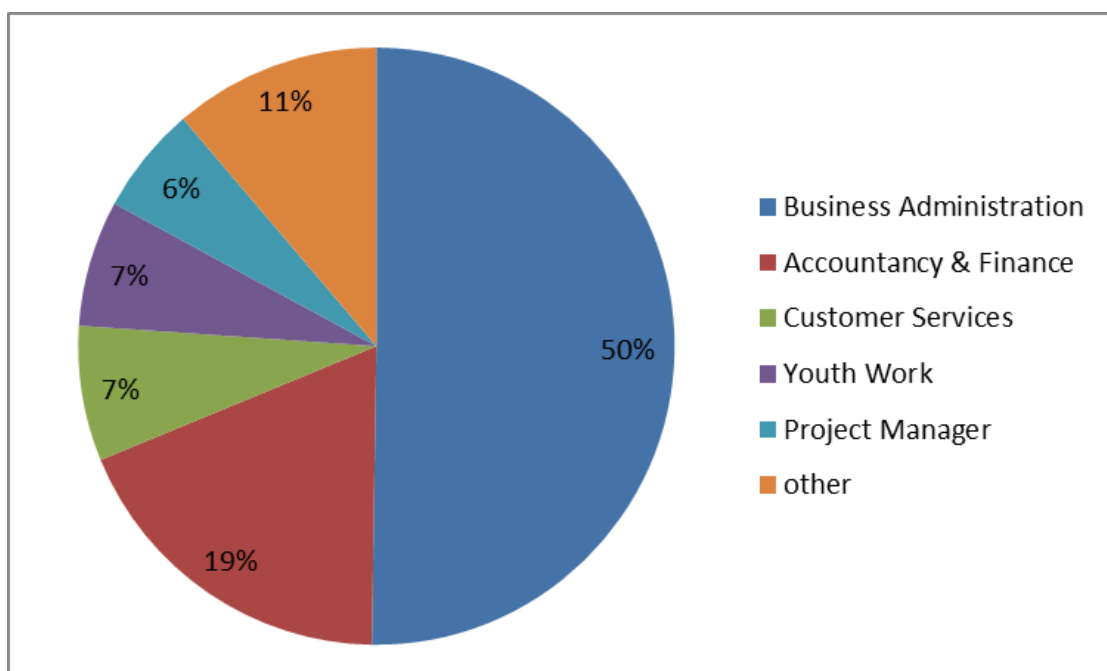
Currently, 41 individuals are currently employed on apprenticeship contracts. 37 have gained permanent employment since starting their apprenticeship and are now working in a permanent role whilst completing the remainder of their apprenticeship. 53 have completed their apprenticeships and are now permanently employed by PCC and 74 have left to either progress their career or for personal reasons.



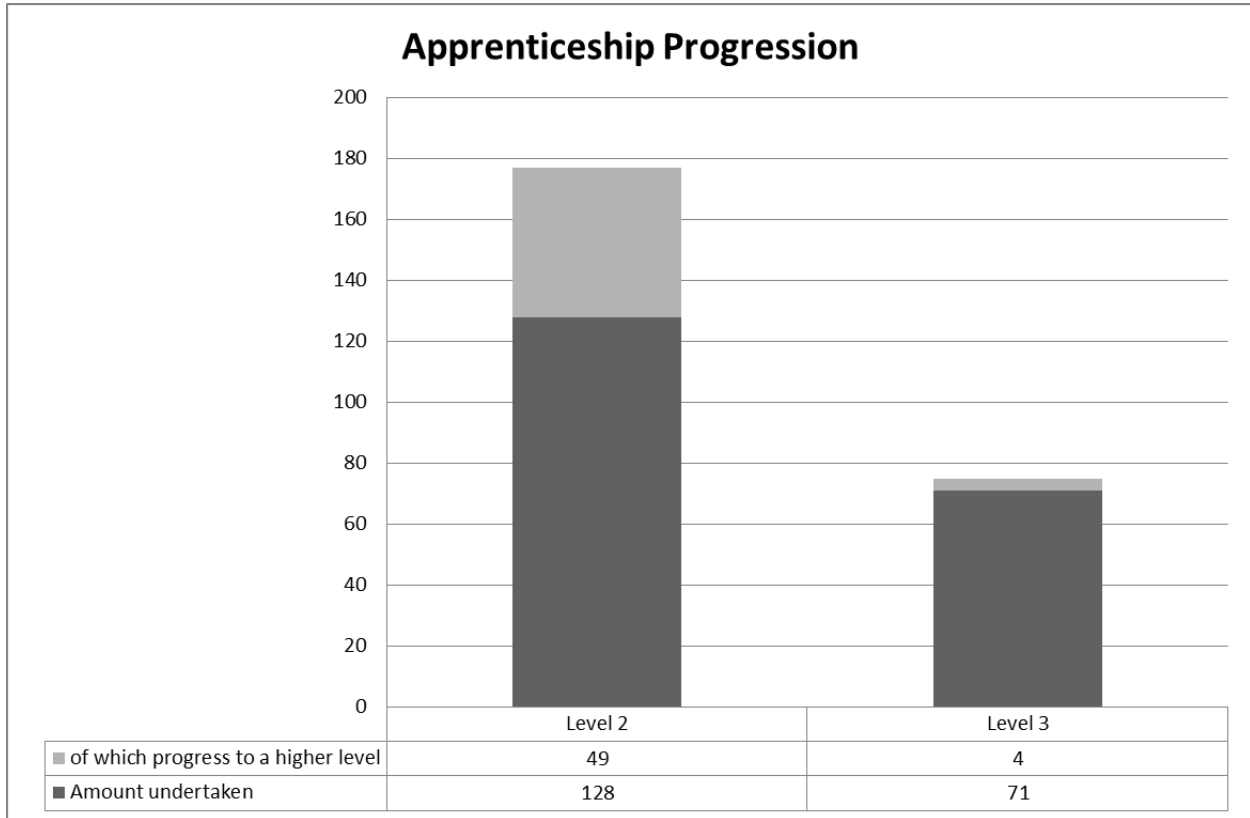
To date, 131 learners are currently employed by PCC through permanent roles or apprenticeships

Breakdown of Levels and apprenticeship frameworks

Since 2010 we have been committed to expanding our apprenticeships offer and are now able to provide opportunities for Intermediate, Advanced and Higher apprenticeships across 14 frameworks including: Business Administration, Customer Services, Finance and Accountancy, Cultural Heritage, Sports Development, Tennis Coaching, Project Management, Youth Work, Cleaning and Environmental Services, Marketing, Farm Management, Animal Management, Vehicle Management, ICT, General Maintenance, and Streets and Green Space. Currently under development we are looking at Architecture, Housing Services, and Sustainable Resource apprenticeships.

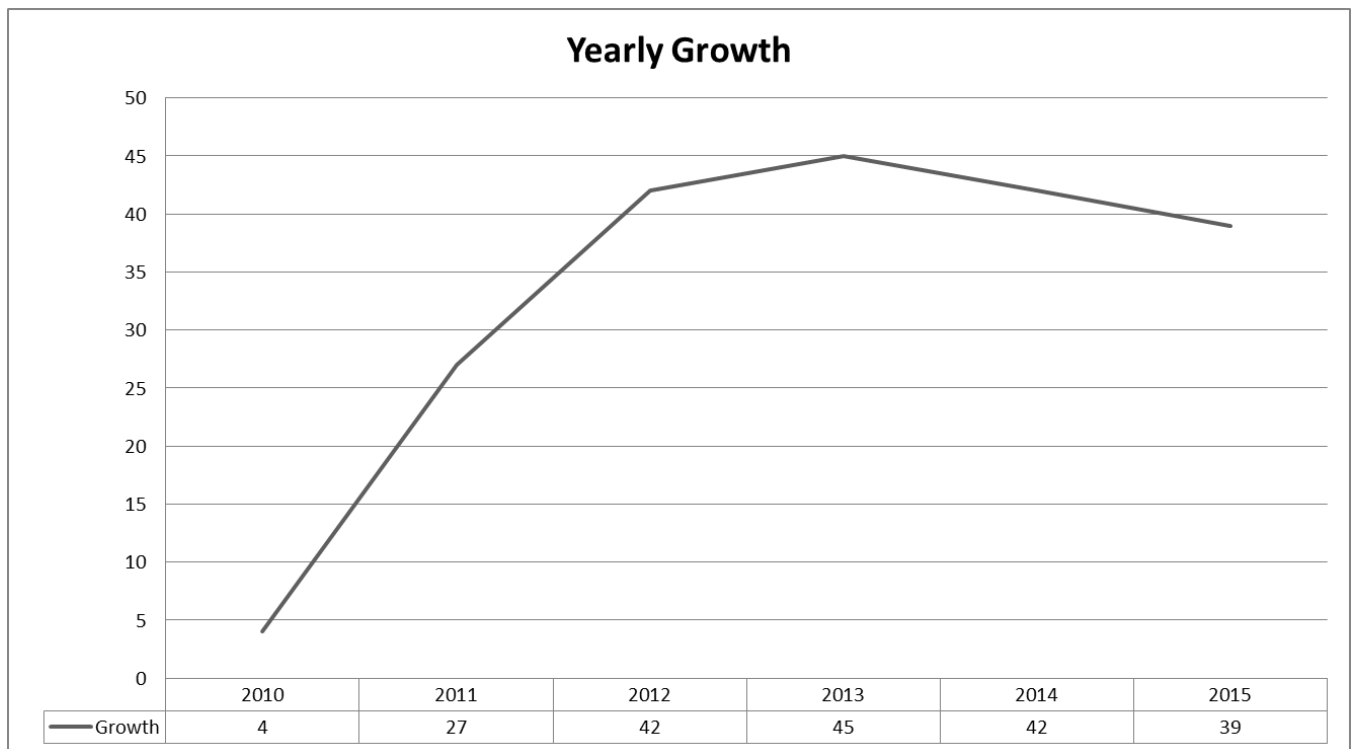


We currently support intermediate, advanced and higher apprenticeships and many of our Intermediate apprentices progress to advanced apprenticeships upon completion



Growth 2010 to 2015

Our apprenticeship offer has grown over the past 5 years and we are now starting to see numbers flatten out, one reason this may be happening is due to changes in staff structure and reduced staffing levels.



Rewards and Recognition

Within 2 years of launching our apprenticeship programs Plymouth City Council was starting to gain local and regional recognition for the way we were embracing apprenticeships and developing our offer. In addition to the recognition Plymouth City Council has achieved our apprentices have excelled at the National Apprenticeship Service Brathay Challenge making the national finals twice, finished as regional winners and twice won the Community Project Award.

Awards:

Year	Awards/Recognition
2013	National Apprenticeship Service Large Employer South West Top 100 National Apprenticeship Employer Brathay Challenge 2013 4th Nationally, 1 st Community Project
2015	Appenticeships4England National Large Employer Gold Award National Apprenticeships Service Large Employer South West Highly Commended Plymouth Herald Business Award Apprentice Employer 2015 Brathay Challenge 2015 South Region Winners, 2 nd Nationally, 1 st Community Project

Our Ambassador Role

Since becoming NAS South West Large Employer winners we have played an active role in promoting apprenticeships to schools, students, parents and to employers, by sharing good practice and providing advice and guidance on the apprenticeship offer both here at Plymouth City Council and across out city. Over the years we have played a pivotal part in organising events around National Apprenticeships Week as well as supporting partners in doing the same.

New for 2015/16 is the launch of **Plymouth Apprentice Network**, bringing together National Apprenticeships Service, the Skills Funding Agency, Plymouth Training Provider Network, Plymouth Apprentice Managers Network and the 1000club. Together we have developed an Apprentice Ambassadors group made up from current and ex-apprentices from across the city to carry out the ambassador role and deliver advice and guidance to schools, students, parents and employers. The Plymouth Apprentice Network will have its own web site with a host of information on apprenticeships along with an option to book ambassadors directly. To support this we are engaging with social media via Facebook and Twitter.

The Future 2017 onwards

Apprenticeships are changing over the next few years in a number of ways from the way they are funded to the qualifications and apprenticeship offers available. Below you will find a breakdown on how the may impact on Plymouth City Council's apprenticeship delivery.

Apprenticeship Standards

Apprenticeships Standards will be replacing the current Apprenticeships Frameworks which are used as a measure of what an apprenticeship should look like. The new [Standards](#) will put employers in the driving seat as they are developed by employers, with the aim of making them more relevant and more attractive to both existing and new employers.

To date around 50 [new standards](#) are ready for delivery, with an additional 150 currently [in development](#).

Along with the new standards will be the development of Degree Apprenticeships, giving both employers and apprentices an extended development pathway to degree level part funded through the National Apprenticeship Service and Skills Funding Agency. This extended offer will provide employers with the option to support degree level learning whilst supporting work placement, degree level apprenticeships will last up to 4 years.

Plymouth City Council is currently involved with developing the Community Energy Apprenticeship Standard working alongside Plymouth Energy Community, other local government organisations and private sector employers.

Apprenticeship Funding, Employer Contributions

There are a number of elements associated with apprenticeship funding due for change in 2017. These include **Core Government Contribution** (2/3rd) via the apprenticeship standard cap system, **Employer Contribution** (1/3rd), and large employers (250+) will also be required to pay an **Employer Levy** (further details below)

Core Government Contribution: As the new apprenticeship standards are developed, the funding cap is also being confirmed. The funding cap will provide employers with information relating to how much the government will contribute towards training costs. There are also a number of additional incentives for employers, with the government providing additional payments for recruiting 16-18 year olds, small businesses (<50) and for all employers a payment for successful completion, details outlined below:

Core Government Contribution (CGC) Cap:		Cap 1	Cap 2	Cap 3	Cap 4	Cap 5
£2 for every £1 from employer		£2,000	£3,000	£6,000	£8,000	£18,000
Additional incentive payments	Recruiting a 16 to 18 year old	£600	£900	£1,800	£2,400	£5,400
	For a small business (<50)	£500	£500	£900	£1,200	£2,700
	For successful completion	£500	£500	£900	£1,200	£2,700
Maximum total Government contribution		£3,600	£4,900	£9,600	£12,800	£28,800

Employer Contribution: All employers will be required to contribute towards the training delivery costs of each apprentice. This will require employers paying £1 (1/3) and the government contributing an additional £2 (2/3). Funding is capped in line with the new apprenticeships standards associated with the apprenticeship being delivered.

Example 1 (Small Employer): Employer looking to recruit a 16-18 year old into a cap 3 apprenticeship standard (Surveying Technician), the employer will pay max £2000 with a Core Government Contribution of max £6000 providing a maximum training budget of £9000. Additional incentive payment of £1800 (16-18 payment), Small Business payment of £900, and for successful completion payment of £900 giving a total incentive payment of £3600 even when allowing for the initial contribution of max £3000 the small employer will achieve a positive incentive profit of £600.

Example 2 (Large Employer): Employer looking to recruit a 19+ apprentice into a cap 3 apprenticeship standard (Surveying Technician), the employer will pay max £3000 with a Core Government Contribution of max £6000 offering a maximum training budget of £9000. Additional incentive payments will be limited with no payment for employing 19+ (£0), no incentive payment for being a large employer (£0), but could achieve a successful completion incentive of £900. With all incentives coming to £900 this would mean that the large employer will be in a situation where the incentives do not cover all the training costs in this case the employer

will have had to contribute £2100 towards the training delivery costs. Another consideration which needs to be taken into account is that the large employer will also be paying an employer levy

Employer Levy

The Employer Levy is an additional tax for large employers and is due to take effect in 2017/18 with the launch of new apprenticeship standards. The term large employer has not yet been confirmed by the government but it is expected to apply to all employers with over 250 employees.

The Government spending review due to be announced on the 25th November 2015 should expand on the details. Full consultation has taken place between August and September 2015 with employers, training providers and individuals asked to contribute.

The Employer Levy will be paid by all employers of the large status if they employ apprentices or not. The amount being asked for has also not yet been confirmed but it is believed to be a tax on employees, in the way of a contribution (£TBC) from the employer per head of staff. The funding generated will be used to support the government costs associated with apprenticeships by supporting the growth agenda and create 3 million new apprenticeship starts between now and 2020

It has not yet been confirmed how or at what quantity the levy will be distributed back to employers although thoughts are that employers will be issued digital vouchers to spend on apprenticeships. This could be either to fund employers 1/3 payment or to cover the government contribution of 2/3. Further details will be available after the 25th November 2015 spending review.

How this affects Plymouth City Council

Funding: The new changes (2017/18), the Employer Levy and standard funding cap are going to change the way in which apprenticeships are funded, putting the responsibility firmly in the hands of the employers.

Plymouth City Council currently supports between 40 and 50 new apprenticeship starts per year. Although many of our apprenticeship starts will fall into the lower funding cap we are continually looking at developing new apprenticeship offers at a higher level, when looking at finance we need to consider if organisationally we are going to support the new degree apprenticeships or continue our focus on lower level job roles/qualifications. It has been confirmed that there will be no age cap on apprenticeships therefore if our voucher allocation allows we could use this funding to support learning across the organisation, the main requirement is that organisationally we contribute 1/3 of the training costs. Delivering apprenticeships to 19+ will reduce the incentive payments which can be drawn upon completion.

Vouchers: Although not confirmed yet it is believed that the employer voucher will be issued to us the employer spend with our training providers. But this will only be valued against our 1/3 contribution and in line with the standard cap. Employers will need to negotiate both the funding and the elements of the standard needed to be delivered by the training provider. The voucher is not money to us; the training provider will use our voucher to draw funding back from government, but will be in line with the adult learning budget allocated to individual college/training providers.

Incentive Payments: Employers will receive money incentives for employing apprentices <18 years of age, if they are a small employer, and upon completion of the apprenticeship. The size of the incentive will be guided by the cap put in place for the standard being delivered. Plymouth City Council being a large employer will only get incentives for <18 apprentices employed and upon successful completion.

Employer Levy: Full details of how the levy will look will be available after the Spending Review due on the 25th November. It is believed that the levy will be in place 2017/18. The levy is additional taxation on large employers and if this is applicable to public sector will have a financial impact as it's believed the levy contribution will be linked to per head of staff. Every large employer will be expected to pay the levy even if they do not employ apprentices.

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