

## LGA Apprenticeship Newsletter August 2018

Welcome to the LGA Apprenticeship newsletter for **August 2018**, highlighting the latest news and developments on apprenticeships that are relevant to local authorities. Please feel free to circulate this to your own networks.

### Joining the KHub

The KHub is the place to find all of our information and best practice as well as to engage in discussions with colleagues from across the country. If you've not yet joined, please first register using the following link <https://khub.net/sign-up>. Once you have registered, please email [Sadique.miah@local.gov.uk](mailto:Sadique.miah@local.gov.uk) to be invited into the apprenticeship levy group. The direct link to our group is <https://khub.net/group/apprenticeship-levy-group-2016-2020/group-home>. Please note we are not currently accepting any membership from schools, academies and if your Council is set-up as shared/outsourced service please provide your [gov](mailto:gov) email address.

**Got an urgent question on apprenticeships? Email us on our 24/7 query line on [info@spark.org.uk](mailto:info@spark.org.uk).**

### Survey and Webinars

Thank you to everyone who responded to our recent survey, which closed on Wednesday. We received 100 responses, which is fantastic and has given us a really good cross-section of feedback to work from. We'll get started on the number crunching and will contact you all again in the next few weeks to let you know the results of the survey and the full programme of webinars for the Autumn.

Webinar Date 2018	Title	Content Summary	Dial in to register <b>Telephone Link - use only if the dial-in does not work or where you are able to use the dial in</b>
Friday 14 <sup>th</sup> September	Turning workforce statistics into apprenticeship opportunities	Practical guide to using workforce data to identify gaps, issues and opportunities for apprenticeship delivery to pinpoint possible roles, teams and opportunities where apprenticeships might make a difference to wider workforce issues	Dial in to Register: <a href="https://attendee.gotowebinar.com/register/7889053496715502593">https://attendee.gotowebinar.com/register/7889053496715502593</a> <b>Telephone Link - use only if the dial-in does not work or where you are able to use the dial in</b> Tel: 0330 221 9922 When you dial in you will be given an Audio PIN by the webinar chair to complete your dial in process

Thursday 20 <sup>th</sup> September	Identifying apprentices from your current workforce	Practical guide to identifying and recruiting apprentices from the existing workforce, including development review processes and using the available online apprenticeship tools	<p>Dial in to Register:</p> <p><a href="https://attendee.gotowebinar.com/register/3804989023597242113">https://attendee.gotowebinar.com/register/3804989023597242113</a></p> <p>Telephone Link - use only if the dial-in does not work or where you are able to use the dial in</p> <p>Tel : 0203 713 5012</p> <p>When you dial in you will be given an Audio PIN by the webinar chair to complete your dial in process</p>
Friday 28 <sup>th</sup> September	Forecasting, managing and tracking the apprenticeship spend	Practical guide to creating and managing a realistic multiyear costed plan. Exploring tracking and monitoring spend both using apprenticeship Service reporting tools and good practice manual tools developed by Councils	<p><a href="https://attendee.gotowebinar.com/register/7262314276699488514">https://attendee.gotowebinar.com/register/7262314276699488514</a></p> <p>Telephone Link - use only if the dial-in does not work or where you are able to use the dial in</p> <p>Tel : 0203 713 5022</p> <p>When you dial in you will be given an Audio PIN by the webinar chair to complete your dial in process</p>

In the meantime, though, rather than wait for the full programme and so we can get started straight away in September we have scheduled in dates and times for the first three webinars. These were the three most popular topics for people responding to the survey. Details of the webinars and how to book onto them are below.

One of the things we've heard loud and clear from the survey is that though many of you can access the webinars with no problems, there is a significant minority that have technical issues in accessing the webinars due to your IT systems etc. For anyone who is in this situation, we are proposing that to get around it you call into the webinar using your phone on the day (number in the table below) and let us know in advance that you will be doing this. We will then make sure a copy of the slides is sent to you on the morning of the webinar, and you can work through the slides manually, while listening to the audio over the phone. This should get around the issues some IT systems have with the GoToWebinar

software. Please let Jamie know on [jamie.saddler@local.gov.uk](mailto:jamie.saddler@local.gov.uk) if you will be using this method.

The other thing to mention is that while a large majority of people did not express a preference for which day we hold the webinars, of those that did, the main preference was for Friday morning. So all future webinars will be scheduled in on Friday mornings at 9.30 unless explicitly stated (we're holding one of the next three on a Thursday due to staff availability). As ever, all webinars will be available to download/stream after they've been held, so for anyone who is not able to join live, you can listen back at your own convenience.

### **Getting the most out of the KHub**

We know that some of you have had some difficulties accessing and finding some of the information on the KHub. We have tried to rearrange the front page to make it easier to find things. Simply access the front page of the group - <https://khub.net/group/apprenticeship-levy-group-2016-2020/group-home> - and scroll down to the announcements section, which you will find on the right of the screen. The first announcement posted is called 'Direct Links to folders' and has links to all the main folders in the library. It also has direct links to other areas of the KHub we think you may find useful, for example the recordings of the webinars and associated documents. This will now be a permanent feature on the website and will be updated throughout the year.

We've also been informed of two other issues that will have been affecting some users. Firstly there was a bug with the search function that was affecting all KHub groups. This was not producing particularly relevant search results for users. We have been informed this bug has now been fixed, so using the search function should hopefully be more productive going forward. The second glitch appears to affect remote workers. If you are working remotely you may find links do not take you to the part of the KHub you were expecting it to. This seems to be caused by an incompatibility issue between the links generated by the KHub and the software that many LAs use to enable remote working. If this happens the best way to get around it is to right-click on the KHub hyperlink you are trying to follow, click 'edit hyperlink' and copy and paste the full web address into your browser.

It is also worth pointing out that KHub links won't work unless you are logged-in to the KHub, so please make sure you are logged-in before you click on any links.

We want to make sure the KHub site is as user-friendly as possible, so if you do have any further issues please contact either me on [jamie.saddler@local.gov.uk](mailto:jamie.saddler@local.gov.uk) or Sadique on [sadique.miah@local.gov.uk](mailto:sadique.miah@local.gov.uk) and we will do our best to help you.

### **Procurement**

A couple of procurement developments to tell you about this month.

#### **1. YPO**

Last week YPO formally launched a new apprenticeship procurement framework that went live on the 1<sup>st</sup> August 2018. The procurement framework will cover all current apprenticeship standards and grow to include all new standards as they are approved. Providers will have the ability to join the framework on a quarterly basis, contracting authorities will have to ability to procure from both national and regional providers.

For more information please contact [apprenticeships@ypo.co.uk](mailto:apprenticeships@ypo.co.uk), or read the framework user guide at [www.ypo.co.uk/apprenticeships](http://www.ypo.co.uk/apprenticeships). A copy of the slides from their Launch events in London and Wakefield are available on the KHUB [here](#).

## 2. Crown Commercial Services Apprenticeship Training Marketplace: Call out for testers for their new digital solution

As part of the development of a new Apprenticeship Training Marketplace, Crown Commercial Service (CCS) is creating a digital solution to help councils access training providers easily and efficiently. The new solution has been designed to appeal to all buyers - from the most experienced procurement professionals (who need things done fast) to the occasional user (who needs things to be simple and easy) - whilst still ensuring all the benefits of value for money, quality and public procurement compliance.

CCS is looking for volunteers who are interested in using the new marketplace (which will be available later this year) to provide feedback on the digital platform. This will be done through short sessions of no more than 90 minutes that will include a review of the system design and a discussion about your feedback.

Feedback sessions will be arranged for August and September and will be held at a convenient location for you. If you are interested in taking part, please [get in touch](#) stating 'apprenticeship training feedback session' in the comments box, along with your preferred date and location. CCS are also planning some webinars to get further feedback on their digital solution, so if you would prefer to get involved that way, please register your interest by [filling in this online form](#) and stating 'apprenticeship training webinar' in the comments box.

The LGA would like to keep in touch with any authorities that take part in this consultation. If you plan to take part, please also email Jamie ([jamie.saddler@local.gov.uk](mailto:jamie.saddler@local.gov.uk)) to let him know.

If you want further information on procurement or the various options available to you, our procurement guide is available on the KHub [here](#), while further information provided by Kevin Bartlett from Nottingham City Council on their procurement solution, the 'DAAP', which is open to all LAs to join, is also available [here](#).

### ESFA Update

The ESFA have been busy over the last week updating a variety of things on the .gov website. Here's a list of some of the updates most relevant to apprenticeships that you might have missed:

- [Register of end-point assessment organisations](#) – An updated register list of standards and register of end-point assessment organisations is now available
- [Apprenticeship funding bands](#) - Updated list of funding bands for apprenticeship standards is now available
- [Apprenticeship funding and performance management rules](#) for 2018 to 2019 have now been published (scroll down to last document)
- [Non-Levy Payers](#) – ESFA confirms that the transition period for non-levy payers to gain access to the Apprenticeship Service will be extended to March 2020.

### Trailblazer and Standards update

Public Health Apprenticeship Standard update:

- Submission of the standard to the Institute for Apprenticeships (IfA) will be deferred until [26<sup>th</sup> September deadline](#)

- A meeting of the education providers will be convened – preferably 23<sup>rd</sup> August to go through the ‘off-the-job’ training detail e.g.: hours assigned to each duty, required for the standard submission, and in relation to what is funded
- Fiona (Chair) and Claire Cotter to meet at a mutually convenient time with Angelo (Skills for Health) and Bhavena (IfA) to ensure submission is fully compliant with requirements and expectations
- Meeting scheduled for 3<sup>rd</sup> October to continue
- Alterations made to the standard, post-consultation to be accepted, except for a revision to the pre-ambule to clarify where a PHP sits in the workforce to help people to understand the *level* at which a newly qualified practitioner operates, and ii) offer some context around examples (eg: genomics/digital comms) to avoid using specific examples in the Knowledge and Skills descriptors, that may give misleading emphasis

There will be a workshop on workforce: practitioner development at the [PHE Conference, Tuesday 11<sup>th</sup> September, 14:30 – 15:30](#). If you would like to attend then Contact Claire Cotter [Claire.Cotter@phe.gov.uk](mailto:Claire.Cotter@phe.gov.uk)

**We have had the following updates from the trailblazer contacts. If anyone is involved in any other trailblazers and would like to provide an update please contact Sadique on [Sadique.miah@local.gov.uk](mailto:Sadique.miah@local.gov.uk)**

Standard	Stage	Contact	Notes
Building Control Surveyor [L6]	in development	david.darlington@nwleicestershire.gov.uk	funding band will be allocated by 20 August 2018
Occupational Therapist (Degree Level Apprenticeship ) [L6]	in development	healthcare.trailblazer@skillsforhealth.org.uk	Submitted the assessment plan. In the EPA first programmes to go live not before January 2019
Revenue and Welfare Benefits Officer [L4]	Approved	julie.maycock@cambridge.gov.uk	Available for delivery
Leisure Team Member [L2]	in development	Colin.Huffen@cimspa.co.uk	Submitting the amended standard and assessment plan to the IfA on the 16th August 2018
Bid and Proposal Co-ordinator [L3]	in development	peter.lobl@sixfoldinternational.co.uk	Alan Howard appointed as the coordinator of the trailblazer. The next steps are to finalise the funding band and have this ready by Jan 1st 2019.
Intelligent Analyst [L4]	In development	Lisa.Rose@homeoffice.gov.uk	End Point Assessment Plan and costing proposal to be submitted to IfA

*If any Councils including districts are participating on the “park initiative” with CIMSPA, Sports for England I would like to hear from you. Please contact [Sadique.miah@local.gov.uk](mailto:Sadique.miah@local.gov.uk)*

## NAO follow up study on the apprenticeships programme

This NAO study will examine the extent to which the reformed apprenticeships programme is delivering value for money. Their work includes a review of performance data and policy documents from the Department for Education, Institute for Apprenticeships, Ofsted, and the Education and Skills Funding Agency. They are also canvassing the views of a range of stakeholders that have an interest in this subject, so there is an opportunity for the sector's voice to be heard as part of this work (we met with them a few weeks ago ourselves).

The study is addressing the following main questions:

- Has good progress been made on the recommendations in our last report on apprenticeships, which was published in September 2016?
- Is the apprenticeship programme achieving its stated goals and aims?
- Is the Department for Education ensuring that employers and training providers engage with the programme and levy system as intended?

The NAO would be interested to have your thoughts on the following questions:

1. What are the major developments since 2016 affecting apprenticeships from your point of view?
2. How is your organisation responding to and adapting to recent changes?
3. Do you think that the vocational education system including apprenticeships is effectively supporting employers to develop the skills they need in their workforce?
4. Is your organisation seeing a reduction in apprenticeship starts? If so, what apprenticeships are most affected, and what do you think are the main reasons for the reduction?
5. Is your organisation seeing new starts under standards? If so, in your view are they better quality apprenticeships than those under frameworks?
6. How has the implementation of funding bands impacted on the quality of apprenticeships being offered?
7. Are Ofsted and the Education and Skills Funding Agency effective in investigating and dealing with instances where employers or training providers misuse the system?

They are also happy to receive any wider comments on the main questions they are covering and any evidence you may have that you think is of relevance. Responses should be submitted to the NAO by Friday 7<sup>th</sup> September.

If you would like any further information, please visit the [NAO website](#) or contact Emily Hopkinson ([Emily.HOPKINSON@nao.gsi.gov.uk](mailto:Emily.HOPKINSON@nao.gsi.gov.uk)) or Phil Hyde who are managing the study ([phil.hyde@nao.gsi.gov.uk](mailto:phil.hyde@nao.gsi.gov.uk)).

## National Apprenticeship Awards 2018 – Finalists Announced

The government has announced the regional finalists for the 2018 National Apprenticeship Awards, and there's a good showing for local government. Congratulations to **Northumberland County Council**, **Rochdale Council** and **Stockport Council** for becoming regional employer of the year finalists in their respective regions. Congratulations also to **Natalie Annalls (Surrey Heath Borough Council)**, **Lloyd Meredith-Chapman (Hampshire County Council)** and **Emily Poole (Solihull MBC)** for becoming Regional Apprentice, Rising Star and Apprenticeship Champion of the Year Finalists.

All of these finalists will find out their fate at regional ceremonies held between 11<sup>th</sup> and 26<sup>th</sup> September, with the National Ceremony taking place on 28<sup>th</sup> November. Best of luck from the LGA to everyone involved!

## **Apprenticeships in the Media**

### **Fears for NHS as apprenticeships fail to plug gaps left by Brexit brain drain**

*Toby Helm, The Guardian, 4<sup>th</sup> August 2018*

[Read more here](#)

### **Delay of at least a year to apprenticeship system expansion could leave 1,500 providers out in the cold**

*Billy Camden, FE week, 9<sup>th</sup> August 2018*

[Read more here](#)

### **DfE: No need to axe Institute for Apprenticeships**

*Julia Belgutay, Times Educational Supplement, 10<sup>th</sup> August 2018*

[Read more here](#)

### **Employers favour work experience and apprenticeships over degrees, claims poll**

*Grant Bailey, Independent, 14<sup>th</sup> August 2018*

[Read more here](#)

### **North-east training provider on the verge of collapse**

*Jude Burke, FE Week, 15<sup>th</sup> August 2018*

[Read more here](#)

### **Half of parents would opt for apprenticeships over HE**

*Julia Belgutay, Times Educational Supplement, 15<sup>th</sup> August 2018*

[Read more here](#)

## **Previous Newsletters**

Missed one of our previous newsletters? They are now archived on the KHUB. You can find copies at the links below:

[February 2018](#)

[April 2018](#)

[May 2018](#)

[July 2018](#)

## **Your suggestions/ideas**

If you have any suggestions for what you'd like to see in future newsletters, have items you want to add yourselves, want to sign a colleague up to our mailing list or want to

**unsubscribe** yourself from the mailing list, please contact Sadique Miah on

[Sadique.miah@local.gov.uk](mailto:Sadique.miah@local.gov.uk).

Best wishes

Jamie, Sadique, Nigel and Welna

**Jamie Saddler**

Apprenticeships Adviser

Local Government Associatio