The Levy represents the biggest single shake-up in vocational and professional training in the last 25 years. It represents a real opportunity for the University to nurture internal talent and develop expertise of new and existing staff. Organisations must begin to prepare for these changes now or risk losing out. With fundamental shifts to the funding model and broadening of what can now form an apprenticeship, it is now important for DA’s and managers across the University to better understand how these programmes can bring maximum benefit to their department and schools.

The aim of these roadshows are to:
- Inform
- Raise awareness of opportunities this presents
- Gauge interest across University
- ID potential areas where apprenticeships could be created that reflect the University’s needs
- Invite enquiries
So, how can you turn the Levy into an opportunity for your department? While more detail will be provided in the course of this presentation,

The Levy can be used in multiple ways. You can either upskill your current experienced staff and support their development of skills needed going forward. Alternatively, you can use the Levy to bring in fresh, enthusiastic, new blood with the right talent and training to help further grow your organisation or department. Either way, using the Apprenticeship Levy can effectively help nurture expertise within the University as well as help produce operational change to improve productivity.
Benefits to the University

- Attract and retain talent
- Tailored learning to meet current and future needs
- University viewed as ‘Employer of Choice’
- Reinvest the Apprenticeship Levy to nurture talent

ANIMATED SLIDE
- Retain and attract talent: through the development of new and existing staff
- Benefit from tailored learning to meet current and future needs of the University
- University viewed as ‘Employer of Choice’
- Reinvest the Apprenticeship Levy to nurture talent in line with University priorities
UK productivity lags behind other developed economies

Relative social mobility has stagnated or declined over recent decades

Employers are investing less in training
Simplifying the current system of funding apprenticeship frameworks
Meeting pledge made by the Government
Commencing 6 April 2017
So Apprenticeship Levy funding available for the University .......
There are four levels of apprenticeship:
- Intermediate apprenticeships: equivalent to 5 good GCSEs.
- Advanced level apprenticeships: equivalent to two A-levels.
- Higher apprenticeships: can lead to a HND, HNC or foundation degree.
- Degree apprenticeships: can lead to a full undergraduate or postgraduate degree, and include study at a university.
Under the new funding system the price of apprenticeship training and assessment will depend on the band that the apprenticeship is in. There are 15 funding bands, with the upper limit of those bands ranging from £1,500 to £27,000.

Employers are expected to negotiate a price for an apprentice’s training and assessment in the knowledge that these caps set the maximum price that the Government is willing to fund. There is no lower limit – Government expects employers to shop around.

The employer and provider are free to negotiate a price where the cost of the apprenticeship exceeds the funding band maximum. In this case the employer must pay the difference between the funding band maximum and the total negotiated price.

It is important to ensure that the apprentice's prior learning is reflected in the negotiated price to ensure value for money.

A schedule outlining the funding bands can be found in your pack.
University is looking to support a range of apprenticeships over all levels from Level 2 NVQs up to degree level.

Refer to Trailblazers
To develop new Apprenticeships, employers are encouraged to be involved in trailblazer projects so that they can help develop new standards.

The University has been involved in a number of trailblazer projects

1) HE standards being developed for
   • Academic professional (under discussion) (led by Sarah Botcherby/Alice Benton)
   • HE professional – aimed at HE admin/research admin
   • Technician

2) Museums - New Standard for Museum and Gallery Technician Apprenticeships via the Department of Education (now Institute for Apprenticeships)
Apprenticeships started before 1 May 2017 will be funded through to completion according to rules existing at time of set up (not funds in your digital account).

You’ll need to contact PPD to record the apprenticeship on the DAS (digital apprenticeship service). You must select the training provider and set up the agreement and costs (however you can ask the provider to do this for you). You’ll be able to see how much can be drawn down for each apprentice in the form of a voucher. You can then use these vouchers to spend on training with registered training organisations from May 2017.

Monthly payments will be automatically taken from the account and sent to the provider. If training should stop early then notification of the change needs to be made on the DAS so that payments will stop.
Materials (non-capital items) used in the delivery of the apprenticeship framework or standard. By materials (non-capital items) we mean the equipment or supplies necessary to enable a particular learning activity to happen. These items would not normally have a lifespan beyond the individual apprenticeship being funded.

Accommodation costs for learning delivered through residential modules where the residential learning is a requirement for all apprentices. Any costs for residential modules must represent value for money.

Not included:
Accommodation costs where the apprentice is resident away from their home base, because of the requirements of their day-to-day work or because this is convenient for the employer or provider. Residential costs associated with non-mandatory qualifications are also excluded.
Any apprenticeships that have commenced prior to 1 May 2017 will be funded through to completion according to the rules existing when set up.

The cost of the apprenticeship is to be spread over the lifetime of the apprenticeship.

Salary: New apprentices:

Start at Apprentice 1 – grade 11 (£13,965)
After 1 year, progress to – grade 15 (if all satisfactory)
After a further year, progress to grade 19 (if all satisfactory).

Existing staff will be offered at current salary

University has agreed pay scales above minimum apprentice wage rates.
Issues to consider

What skills will be required in the future: review each vacancy

Is the individual committed to the training programme, including the assessments, portfolio, coursework?

Managing the 20% of work time on off-the-job training?

Is an apprenticeship the best response, rather than an alternative eg short training course?
Management Information – reporting requirements SFA, ILR (Independent Learning Record), HESA
Legal – apprenticeship agreements, contracts, certification, employment requirements etc.
Delivery models – national, regional, local, collaboration with FECs, private training providers, work-based, blended and distance learning

Impact on research grants – where grants already existing Univ has agreed to top up
In future grants will take levy into consideration