

## PUBLIC SECTOR REPORT - NELC

### Submitted details

Reporting period	1 April 2017 to 31 March 2018
Organisation name	North East Lincolnshire Council

### Number of employees who work in England

Number of employees who were working in England on 31 March 2017	1,773
Number of employees who were working in England on 31 March 2018	1,672
Number of new employees who started working for you in England between 1 April 2017 to 31 March 2018	101

### Number of apprentices who work in England

Number of apprentices who were working in England on 31 March 2017	36
Number of apprentices who were working in England on 31 March 2018	55
Number of new apprentices in England between 1 April 2017 to 31 March 2018 (includes both new hires and existing employees who started an apprenticeship)	48

### Full Time Equivalent

Full-time equivalents (optional)	
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### Reporting percentages

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

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	-47.52%
Percentage of total headcount that were apprentices on 31 March 2018	3.29%
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	2.71%

## **Factors that impacted your ability to meet the target**

### **Outline any actions you have taken to help you progress towards meeting the public sector target:**

Communications to the authority as a whole to inform and involve employees; by presentations and communications at all levels-newsletters/ news articles/ employee journeys. Creation and implementation of a new Dynamic Purchasing System for procuring training to streamline processes. Workforce planning for Business Admin, grounds maintenance and legal apprenticeships. Attended ESFA workshops to network, share good practice and ideas, keep up to date and look at ways to move forward. KHUB involvement to keep abreast of updates and network with other providers. Engagement with maintained schools providing support and information. Creation of a schools guide and manager's guide to provide clear information and instruction on how to access Levy funding and how to support employees. Recruitment of an Apprentice Programme Coordinator to put in place processes and roll out the programme in the right strategic direction for the authority. Building relationships with training providers to meet authority needs and support delivery inline with apprentice needs. Networking with training providers to improve engagement and source those that can deliver locally. Discussions with NAS regional support to raise questions and clarify issues as and when they arise to enable progress. Involvement in Accounting Level 7 trailblazer. Investment and commitment from council employees into the programme and supporting them to understand the changes and processes so that barriers are reduced.

### **Tell us about any challenges you have faced in your efforts to meet the target:**

Initially the procurement process was lengthy, this has now been overcome. Standards not being ready to use i.e.: Social Work/ Teacher: this has meant that funds are unspent as allocated to this area of the service and the qualification is not available. Lack of training providers willing to deliver to small cohorts or individuals, on ROTAP the search shows providers available however then when they tender they will only come for large cohorts ie:16 people. As a small local authority this creates barriers-to an employee it looks like there are several providers but in reality we cannot secure one. Limited recruitment in a small authority, restructures and change are constant and this means less people coming in. The 20% off the job element and additional for functional skills in a small authority has meant in teams only one or two people at a time could be on an apprenticeship due to capacity for that team. The overall change to apprenticeships takes time to embed and for people to be on board and understand the changes. Commitment Statements- this has taken considerable time as training providers wish to use their own, as a local authority we have our own and this has caused conflict, after clarification with NAS and ESFA that there just has to be one we have moved forward, however this has caused hold ups along the way of significant amounts of time.

### **How are you planning to ensure you meet the target in future?**

Workforce planning in all service areas to look at current development needs/ progression planning/ succession planning and gaps. Develop the Vacancy Management Process to convert posts as appropriate to apprenticeships. Incorporate apprenticeships into the restructure process to support movement within

the authority. Development of Care Leavers pathway to employment. Engage further with maintained schools to support and encourage access to apprenticeships. Plan for Social Work apprenticeships. Celebrate successes and achievements to promote future engagement. Networking and joint approach with other authorities for increasing cohort sizes.