



Derby City Council

**PERSONNEL COMMITTEE**  
**14 November 2018**

**ITEM 07**

Report of the Strategic Director of Corporate Resources

**Schools Apprenticeship Levy Usage - Update**

**SUMMARY**

- 1.1 This report is intended to provide an update on the progress with engagement of the community schools and their usage of the Apprentice Levy funds.
- 1.2 To note the Council currently have 57 community schools of which 18 are looking to academise between now and next summer.
- 1.3 To note 14 community schools are currently accessing the Apprenticeship Levy funds.

**RECOMMENDATION**

- 2.1 To note the work that is currently being done with our community schools.

**REASONS FOR RECOMMENDATION**

- 3.1 The Personnel Committee asked for an update on the community schools engagement with the accessing the Councils Apprenticeship Levy fund.

**SUPPORTING INFORMATION**

- 4.1 There are currently 31 Apprentices working across 14 of our community schools. The majority of the Apprentices are enrolled on Supporting Teaching and Learning apprenticeship programmes.
- 4.2 HR have been meeting with schools leadership teams, when requested to offer support and advise on how to access the Apprenticeship Levy funds.
- 4.3 HR is planning to send out further communications to the community schools during the Autumn term. HR will be attending the School Business Manager meeting on 8<sup>th</sup> November and the Heads Strategic Leadership meeting on 16<sup>th</sup> November.

<b>OTHER OPTIONS CONSIDERED</b>
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5.1 Do nothing. The Council could choose to pay the Levy amounts to the digital account, as it is required to do by law, and then choose not to access the funds for the apprenticeship training. This is not considered a viable option.

**This report has been approved by the following officers:**

<b>Legal officer</b> <b>Financial officer</b> <b>Human Resources officer</b> <b>Estates/Property officer</b> <b>Service Director(s)</b> <b>Other(s)</b>	Liz Moore, Head of HR Not applicable
<b>For more information contact:</b> <b>Background papers:</b> <b>List of appendices:</b>	Tania Hay 01132 643453 <a href="mailto:tania.hay@derby.gov.uk">tania.hay@derby.gov.uk</a> or Liz Moore 01332 643730 <a href="mailto:liz.moore@derby.gov.uk">liz.moore@derby.gov.uk</a> Appendix 1 – Implications

## IMPLICATIONS

### **Financial and Value for Money**

- 1.1 The Council has no option other than to pay the 0.5% apprenticeship levy from April 2017.

### **Legal**

- 2.1 This is a mandatory levy introduced under the Enterprise Act 2016 which applies to all employers who operate in the UK in any sector with a pay bill of more than £3 million a year.

### **Personnel**

- 3.1 The HR service is taking the lead for developing and implementing an Apprenticeship Strategy. Maximising the use of the Levy payments has the potential to add value and upskill the workforce in all areas of the Council, including maintained schools.

### **IT**

- 4.1 The Levy is being administered as an on line digital service provided by HMRC, and the Council is registered with the service.

### **Equalities Impact**

- 5.1 An equalities impact assessment will be undertaken as part of the project plan being developed by the Project Group.

### **Health and Safety**

- 6.1 None directly arising.

### **Environmental Sustainability**

- 7.1 None directly arising.

### **Property and Asset Management**

- 8.1 None directly arising.

### **Risk Management and Safeguarding**

- 9.1 Managing the project in a timely and robust manner minimises the potential to lose

the money paid into the digital account after the rolling 24 month period.

### **Corporate objectives and priorities for change**

10.1 A skilled and motivated workforce.