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Annual apprenticeships return

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The report for the year 1 April 2018 to 31 March 2019 with the following data:

Head count and full time equivalent figures include staff in community and controlled schools

Description	Employees	Full time equivalent
A. Number of employees recruited during the reporting period (Brand new only)	348	279.67
B. Number of apprenticeships begun in the period (includes existing employees not just new recruits)	77	77
C. Number of employees at the end of the period	3240	2621.25
D. Number of apprenticeships at the end of the period (This will become figure G next year)	95	95
E. B/A %	22.13%	27.53%
F. D/C %	2.93%	3.62%
G. Number of apprenticeships immediately before the start of the reporting period (Figure D from previous year)	18	18
H. Head count at start of the reporting period	3239	2622.19
I. B/H %	2.38%	2.94%

Head count and full time equivalent figures exclude staff in community and controlled schools

Description	Employees	Full time equivalent
A. Number of employees recruited during the reporting period (Brand new only)	236	202.8
B. Number of apprenticeships begun in the period (includes existing employees not just new recruits)	75	75
C. Number of employees at the end of the period	2587	2142.23

D. Number of apprenticeships at the end of the period (This will become figure G next year)	93	93
E. B/A %	31.78%	36.98%
F. D/C %	3.59%	4.34%
G. Number of apprenticeships immediately before the start of the reporting period (Figure D from previous year)	18	18
H. Head count at start of the reporting period	2610	2168.14
I. B/H %	2.87%	3.46%

Notes:

Full time equivalent for apprentice levy is contract hours/standard hours only. Example - An employee working 37 hours term time only is counted as 1 full time equivalent not 0.83 full time equivalent.

Figure C from previous year used as figure H this year.

We are delighted that given our efforts we have met our cap and up skilled our exiting workforce in addition to recruiting apprentices.

Actions that have been taken help progress towards meeting the public sector target

- System in place to procure apprenticeships through YPO ensuring a consistent approach across the council for new standards
- Apprenticeships form part of the corporate learning and development offer and are promoted accordingly
- All approved recruitment is considered as a possible opportunity for an Apprenticeship by the council's corporate leadership team
- Sponsorship in place from senior leaders together with a greater understanding of apprenticeships
- Bespoke advice and guidance given to all employees (and their managers) to ensure an understanding of the expectations of apprenticeships
- Key account manager in place with main apprenticeship provider. Good partnership working with all providers used and monitoring of provision
- Involvement in apprenticeship week to promote apprenticeships internally and to share successes
- Attendance at school's career events to promote apprenticeships to young people in Blackpool
- Conversion of existing employees to an apprenticeship to achieve a qualification that would otherwise have been funded by the service through a different route
- Promotion of higher level apprenticeships to existing staff
- One of the first to start social work degree apprenticeships. Currently a cohort of five studying at this level. Another 6 are due to start in September 2019
- Continuous monitoring of information to track and report on performance
- One of our apprentices has won Blackpool College Apprentice of the Year award
- Ring-fenced relevant apprenticeship roles to encourage our children to apply. Four have been successful and are working for Blackpool Council

Factors that impacted ability to meet target

- Continuous reduction from the council budget. As a result there continues to be very strict controls on recruitment which limits the opportunities to create new apprenticeship starts
- Converting existing employees to apprenticeships results in a 20% reduction in capacity due to the required time away from the job. Budget pressures there have led to almost 1000 redundancies since 2011 and therefore capacity is already extremely limited
- Apprenticeship funding is clawed back if not spent within 24 months and if this could be used to fund apprenticeship salaries the number of new apprenticeship starts could be increased.
- Capacity to manage the work associated with this given that the Levy cannot be used to fund any administrative time.
- We have a high % of part time workers in the workforce
- The reporting rules only allow the inclusion of apprenticeships in the year they have begun and many apprenticeships last 18

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

- Using apprenticeships as part of succession planning for senior leaders
- All approved recruitment will continue to be considered as a possible opportunity for an apprenticeship by the councils corporate leadership team
- Apprenticeships will remain part of the corporate learning and development offer and will be continually promoted
- Conversion of existing employees to an apprenticeship will continue where capacity allows and this makes sound business sense
- Unfortunately despite the above the council may not meet the target in the future as a result of continuing budget pressures, the requirement for existing employees to have 20% 'off the job' training and the inability to use our levy funding for salaries for new apprenticeship starts

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