



Inside this issue...

December 2016

PAGE 2
- Lancs Forum

PAGE 3
- Skills Funding Agency
- GOV.UK

PAGE 4
- Department for Education
- National Careers Service
- Lancashire Enterprise
Partnership

PAGE 5
- Future Apprenticeships
- Lancs Forum

PAGE 6
- LYAAN
- Sub Groups

PAGE 7
- Training Provider News

PAGE 8
- Red Rose Awards
- Dates for your Diary

Apprenticeships

Apprenticeship technical funding guide (from 1 May 2017)

The SFA have published the [technical guide to the apprenticeship funding system](#) from 1 May 2017.

This explains how funding will work for apprenticeship frameworks and standards starting on or after this date, including how we will calculate provider payments.

Apprenticeship readiness self- assessment survey

The SFA have launched a [self assessment survey](#) to help providers of apprenticeships understand what they need to do to prepare for the apprenticeship reforms in May 2017.

[The survey](#) is open until Friday, 16 December.

Completing the survey will enable you to assess your progress towards being ready for the reforms. The results will also help them identify any further support you might need, to make sure you are ready to provide apprenticeships to employers paying the levy, and those accessing the co-investment model.

If you have any questions about the survey, please contact providerreadiness@sfa.bis.gov.uk.

Deaf apprentices event 11th Jan 2017

Attached below are details of a training day being delivered through the National Sensory Impairment Partnership in order to promote deaf friendly approaches to recruiting and supporting deaf apprentices.

Attached: [Apprenticeships Event Flyer](#)
[Apprenticeships Event Agenda](#)
[Booking Form](#)

15 appointments open for the Institute for Apprenticeships

From April 2017, the Institute for Apprenticeships (IfA) will be responsible for setting quality criteria for the development of apprenticeship standards and assessment plans. Additionally a Bill has been published to expand the Institute to cover wider Technical Education from April 2018.

To make this happen, the IfA is looking to recruit a Chair for each of the 15 'Route Panels' outlined below:

- Digital
- Eng and Manufacturing
- Construction
- Agriculture, Environment & Animal Care
- Catering & Hospitality
- Hair & Beauty
- Legal, Finance and Accounting
- Health and Science
- Childcare & Education
- Business & Administrative
- Creative & Design
- Protective Services
- Sales, Marketing & Procurement
- Social Care
- Transport & Logistic

The Route Panels will be established in law to be responsible for setting the standards of knowledge, skills and behaviours needed by employers for every occupation in England.

The 15 Chairs will be employers – experts in these sectors who have a broad knowledge of occupations. Each will lead a panel of other members and oversee the approvals process for one of the 15 routes. Please see [the job advert](#) for a fuller description of the role, commitment, remuneration details and how to apply.

In addition to the Route Panel Chairs, there will be a number of roles relating to the Institute that will be advertised over the coming weeks and months.

Apprenticeship Reform Register of apprentice assessment organisations

In line with its determination to ensure apprenticeships deliver consistently high quality training, SFA has published information for employers looking for an independent end-point assessment organisation and potential applicants to the register of apprentice assessment organisations. This includes [information for organisations thinking about applying](#) to the register of apprentice assessment organisations and [information for employers](#) on using the register.



Lancashire Forum Levy payer Employer Campaign

The Forum website has been updated to include information for employers on the levy, including, Frequently asked questions, links to all members websites where they can find out information about the levy and a video of the event at Brockholes.

<http://www.lancsforum.co.uk/apprenticeship-reform/>

The news this month includes:

- ILR R04 return
- Final reconciliation statements
- Feedback on the draft apprenticeship funding rules
- Data collection: subcontracting in 2016 to 2017
- Apprenticeship readiness self-assessment survey
- QAR 2016 to 2017 business rules
- Validation 2016 to 2017: known issues

- Recording apprenticeships from May 2017: ILR data requirements

New provider data self-assessment toolkit

The SFA have released the new provider data self-assessment toolkit (PDSAT) for the 2016 to 2017 funding year on the [PDSAT](#) section of GOV.UK.

The PDSAT assists colleges and training organisations with their routine Individualised Learner Record data-checking procedures for data returns in 2016 to 2017.

They have also added functionality to PDSAT for 2016 to 2017 in response to sector feedback.



Autumn Statement 2016 – GOV.UK

New chancellor Philip Hammond gave his first (and last) autumn statement, which he succinctly described as, “it’s complicated, but it’s good news.”

Headline announcements included:

- An end to twice-yearly announcements. The budget will now be set in autumn, with a report on progress in the spring.
- A slowing of growth, from 2.1 per cent in 2016 to 1.4 per cent in 2017.
- A £400m contribution into the Northern Powerhouse Investment Fund.
- A £23bn National Productivity Investment fund available for research, development and innovation.
- Corporation tax to reduce from 20 per cent down to 17 per cent by 2020.
- National Living Wage to increase from £7.20 per hour to £7.50 per hour from April 2017.
- Salary sacrifice benefits to be removed from April 2017, except for exempt arrangements.

[Full Autumn Statement](#)

[The policy Document](#)

Below are extracts related to devolution.

Local infrastructure

The government will award £1.8 billion to Local Enterprise Partnerships (LEPs) across England through a third round of Growth Deals. £556 million of this will go to the North

of England, £392 million to LEPs in the midlands, £151 million to the east of England, £492 million to London and the south east, and £191 million to the south west. Awards to individual LEPs will be announced in the coming months. This funding of local infrastructure will improve transport connections, unlock house building, boost skills, and enhance digital connectivity. The government will give mayoral combined authorities powers to borrow for their new functions, which will allow them to invest in economically productive infrastructure, subject to agreeing a borrowing cap with HM Treasury. The government will also consult on lending local authorities up to £1 billion at a new local infrastructure rate of gilts + 60 basis points for three years to support infrastructure projects that are high value for money

English devolution

The government remains committed to devolving powers to support local areas to address productivity barriers. The government will continue to work towards a second devolution deal with the West Midlands Combined Authority and will begin talks on future transport funding with Greater Manchester. The government will transfer to London, and to Greater Manchester, the budget for the Work and Health Programme, subject to the two areas meeting certain conditions, including on co-funding

Funding initiative to boost management skills

by providing £13m to help businesses improve their management skills.

Below is a link to the Government’s northern powerhouse strategy

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/571562/NPH_strategy_web.pdf



Transfer of powers to DfE

On 9 November 2016 responsibility for higher and further education, apprenticeships and skills policy moved from the former Department for Business, Innovation and Skills to the Department for Education.

Legislation for this part of the machinery of government process (the transferring of responsibilities between government departments) was laid before Parliament on 19 October and came into force on 9 November.

You can read more information about this, and wider machinery of government changes, in the [Transfer Order](#) (statutory instrument).

Follow [this link](#) to access the Education Funding Agency e-bulletins



The national post-16 course directory has been updated and is now available on the National Careers Service website. The post-16 course directory is the Department for Education's database of the learning opportunities it funds. It contains information from over 2,200 learning providers including colleges, training providers and local education authorities.

The course directory is available to help young people and adults make informed choices about their education and training options. The Government has set an expectation on all providers of education and training for 16-19 year olds to include their Government funded courses on the national course directory.

You can access the updated post-16 national course directory on the [National Careers Service website](#).



Lancashire Enterprise Partnership



LANCASHIRE SKILLS & EMPLOYMENT HUB

The Lancashire Skills Hub have been working with the National Careers Service to morph the sector skills studies that were undertaken last year into Labour Market Information Factsheets that are suitable for use with young people, parents and adults, and to support teachers, tutors, careers professionals etc.

Michele Lawty-Jones, Director of the Lancashire Skills Hub has asked if these could be used to support careers education, information, advice and guidance, and were possible be embedded into websites. For example, at the first ABR steering group, David Collins suggested embedding information about the sectors into programme information on the College websites.

Follow the link below to access the Fact Sheets <http://www.lancashireskillshub.co.uk/about-us/evidence-base/>

Michele hopes that they are useful and would welcome any feedback particularly any thoughts re: future versions or complementary resources. Lancashire Skills Hub are also able to offer LMI workshops to complement the factsheets – if anyone is interested please contact Michele or Lisa direct.

Developing digital skills in Lancashire

Students from across Lancashire are boosting their digital know-how, as part of a project to bridge the skills gaps in the sector.

The Digital Advantage pilot has been developed by working with industry leaders from the private sector, to help students improve their digital skills and knowledge.

It will help teachers and students to gain more understanding about digital businesses, and find out how to get into the industry, as well as giving them masterclasses in digital skills delivered by experts.

Skills needed in the digital sector include web design, advertising, software development, marketing, social media, mobile technology and e-commerce. The new Digital Advantage programme starts this month and runs until 17 April next year.

Ten schools and colleges will be taking part in the pilot. Those already signed up are Blackpool and the Fylde College, Nelson and Colne College, Blackburn College, Wellfield High School at Leyland, Lancaster and Morecambe College, West Lancashire College; and Haslingden High School.

The Education and Training Foundation has commissioned AELP and their partners the CETT Academy, to develop a CPD programme to support those working with apprentices in the development of their maths and English skills. Cheryl Swales attended the Forum meeting in November and has kindly sent over the flyer attached below with all the details of how to book onto the support.

Attached: [maths and english flyer](#)



Remploy - Mental Health Support Service for Apprentices

Attached below is a copy of the presentation that Chris Kingsbury gave at the Forum meeting in November along with PDF versions of the leaflets he gave out. All documents are on the members pages of the Forum website.

Attached:
PDF Versions of the Leaflets
[Apprentices leaflet](#)
[Employer leaflet](#)
[PowerPoint Presentation - MHSS Presentation](#)

It has been developed by Creative Lancashire, in collaboration with the Lancashire Skills and Employment Hub - part of the Lancashire Enterprise Partnership. The programme is designed and delivered by The White Room.

Manchester-based The White Room provide training and apprenticeships for companies working in or with digital media, from short-courses and apprenticeships, to large business change programmes.

Earlier this year, MPs from the House of Commons Science and Technology Committee warned that the UK needs an additional 745,000 workers with digital skills by 2017.

Ed Matthews-Gentle from Creative Lancashire explained: "Digital Advantage is part of our plans to tackle a lack of skills and experience in the digital sector, and businesses in other sectors who are reliant on the same skills.

"Digital skills and capabilities are increasingly important in all sectors. Research has indicated that access to digital skills and expertise is one of the single largest barriers to growth - both locally and nationally.

"The programme is part of our efforts to address this issue around capacity here in Lancashire, and also influence the learning culture through increased knowledge exchange with the industry to supply a future workforce that's fit for purpose and can fuel the local economy."

Creative Lancashire is a service provided by Lancashire County Council through its economic development company - Lancashire County Developments Ltd (LCDL). They support creative and digital businesses and work with all sectors to realise creative potential.

Lisa Moizer from the Lancashire Skills and Employment Hub said: "The research that the hub commissioned last year highlighted the key issues in driving a balanced, skilled and inclusive labour market.

"We set up this project in response to feedback from Lancashire employers in the creative and digital sector, to help schools and colleges to equip their pupils with the skills and knowledge for a career in this type of creative and innovative work."

Sustainable skills and employment are vital to drive prosperity. To ensure this happens, the Lancashire Enterprise Partnership (LEP) has created the Lancashire Skills and Employment Hub.

"This strategic team supports the Skills and Employment Board to enable a balanced, skilled and inclusive labour market, which underpins and contributes to economic wellbeing and growth across the county.

The students will be assisted by private sector expertise, including Don Williams, formerly of Lancaster-based Fat Media, and Simon Calderbank from i2i and Big Knows. They will use their expertise to inspire, coach and mentor the pupils.

Business engagement will be facilitated by Digital Lancashire.

For more information, visit www.creativelancashire.org and www.lancshireskillshub.co.uk.



Lancashire Young Apprentice Ambassador Network

The next meeting of the LYAAN Board will take place on the 17th January 17 in Preston, followed by a session for any new ambassadors. We will have another session for new ambassadors on the 24th January 17 in Blackburn.

If you have any Apprentices either in your own organisations or in your employers please visit the forum website Ambassador page and send in the nomination form so that they can be invited to either of the sessions in January.

We have also updated the Forum website so that schools can book an Ambassador to speak in school and give their experiences of being an Apprentice.

<http://www.lancsforum.co.uk/apprenticeships/lancashire-apprentice-ambassadors/>

Apprentice Ambassador training

Please could you let Raeleen know if you are putting on any training events that would be useful in upskilling Ambassadors? For example: Prevent, Changes to Apprenticeships, Traineeships, Team building,

Meet an Ambassador

Apprentice Ambassador Luke Pissochet, who works at Burnley College as an IT Technician went along to St Wilfred's School in Blackburn on 16th November to support an event for Year 11 pupils promoting apprenticeships.

247 Year 11 pupils were present, and following the formal presentations, pupils were encouraged to talk informally with the external speakers and visitors, and to ask any questions. Luke was able to provide information and advice, and spoke with pupils about his own experiences as an apprentice. Follow-up lunchtime workshops are being arranged at the school for Year 11s and Luke is hoping to be able to attend and support these events too.



Apprenticeship Support and Knowledge for Schools Project. (ASK)

Amazing Apprenticeships Regional Newsletter

As part of the ASK project we are asked to send copy in for the Amazing Apprenticeships Regional newsletter. This month we sent over details of one of our Apprentice Ambassadors who helped out at one of the events in schools. [Regional Newsletter](#)

Sub Groups Quality Improvement Sub Group



Transforming Teaching, Learning and Assessment

At the QI sub group meeting on 23rd November it was agreed that the network submit a bid to the Learning Consortium for the Practitioner's Development Fund to support Transforming Teaching, Learning and Assessment.

A meeting room has been booked at NLTG Old Bakery sit in Accrington on Tuesday 6th December 16, 9am – 11am for members to pull together and submit the Application Form.

Attached below are the Guidance note and application form for those who want to be involved, which has a link on page 2 to the excellence gateway that describes other projects that have been delivered already in other rounds. Those attending

have been asked to look at this list so that the ideas they come with to the meeting are fresh and new and therefore more likely to be funded.

If you do not currently attend the QI meeting but would like to attend the meeting, please let Helen know. helen@lancsforum.co.uk

Attached: [TLA Fund - application form](#)

Apprenticeship Levy – Employer / Training provider contracts

At the QI sub group meeting on 23rd November 16 members discussed the suggested contract between the employer and Training provider that had been issued by AELP. It was suggested at the meeting that there may be suggested changes to this document that we as a group could feed back to AELP. A task and finish group has been set up to look at the contract and make any suggestions / comments. This document will then be sent onto AELP via a number of routes and shared at the next QI sub group meeting in February.

If any member who does not currently attend the QI Sub group meeting and is a member of AELP and has read the contract and noted improvements that could be made please send those suggestions to Raeleen@btconnect.com so that these can be added to the return. Comments please by 5th December 16

Training Provider News

GAME AROUND THE WORLD



A budding chef from Accrington and Rossendale College's Hospitality & Catering Department delivered a mouth-watering menu to a busy restaurant when he hosted his very own

'Brought to You By' evening in the College's state-of-the-art Roots Restaurant.

Level 3 Professional Cookery student Callum Burrill, 20 from Haslingden, got the opportunity to show off the skills he had learnt by hosting his very own Game Around the World evening which he'd planned, created and prepared himself.

The evening, which was kindly sponsored and supplied by professional gundog competitor and captain of the England Gundog team Nathan Laffy, featured a rich taste of game with classics such as venison, boar and partridge all making up the tasty menu.

Callum, who works as a Commis Chef at Mitton Hall alongside his studies commented, "It was great to serve up good quality food to all the guests and having them pass on compliments was extremely satisfying."

Anthony Muldowney, Chef Lecturer at Accrington and Rossendale College added, "Our Level 3 students are really showing their skills with these theme evenings. First we had Rachel Pinder host her Knives & Fawkes evening to a sell out restaurant and now we have had Callum do so too. I'm extremely proud of the way Callum has performed tonight and I can't praise him enough. Taking charge of a busy kitchen and restaurant is extremely hard, but Callum took this in his stride and demonstrated fantastic leadership skills alongside the culinary skills we already knew he had. Watch this space, Callum will go a long way in the Catering industry."

Our next Brought to You By evening is Moroccan Nights on the 19th January 2017, but if this doesn't tickle your taste buds we have the fifth in the series, Robbie Burns Night on the 26th January 2017 with familiar tastes north of the border.

To find out more about the 'Brought to You By' menus or to make a reservation, please visit <http://www.rootsrestaurant.co.uk/menus/>

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Innovative Business Award
International Achievement Award

Legal Business Award
Manufacturing Business Award
New Business Award
Not-for-profit Business Award
Online Business Award
Property Business Award
Retail Business Award
Skills and Training Business Award
Tourism and Leisure Business Award
Small Business Award
Medium Business Award
Large Business Award

Please visit redroseawards.co.uk for full details about the awards and how to enter.

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Dates for your diary...

Dates of meeting in 2017
[Here are the dates](#) of all Forum meetings including, Board, Executive Group and the 2 sub-groups, Quality Improvement and Employer and Skills

Next Forum meeting,
When: 7th December 16
Where: Preston's College - Boardroom
Time: 9.30 for a 10am start
Chair: Lisa Bloomfield

National Apprenticeship Week 2017
The tenth National Apprenticeship Week 2017 (NAW 2017) will take place from Monday, 6 March to Friday, 10 March 2017. The SFA will be celebrating the tenth anniversary with apprenticeship achievements from the past decade.

Raeleen Duthoit
T: 01254 230756
M: 07890 169586
E: raeleen@btconnect.com