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## Apprenticeships General

### ESFA write to explain allocation process

The ESFA have written to providers who have received Apprenticeship non-levy delivery allocations in an attempt to explain how they reached their figures. It reinforces the point that the allocation is for non-levy delivery only after 1st May: does not include carryover funding; and is for an 8-month period only until December 2017. It also confirms the removal of N+1 payment in the first month of an Apprenticeship in favour of backloading for EPAs, highlights the 10% employer contribution that is now expected, and acknowledges the effect of the reduction in framework funding. It does not however mention the need for allocations to now accommodate all English and maths funding and employer incentive.

### VAT clarification received from ESFA

In any programme the application of VAT always seems open to debate.

One of these has been the treatment of VAT as regard Apprenticeship end-point assessment costs. Guidance says that 'Supplies of training which are paid by government funding, including the apprenticeship levy are exempt from VAT. .... Prices entered on to the ILR should not include VAT.' The ESFA have now clarified that the term 'training' includes end point assessment, and therefore end-point assessment costs do not attract VAT charges.

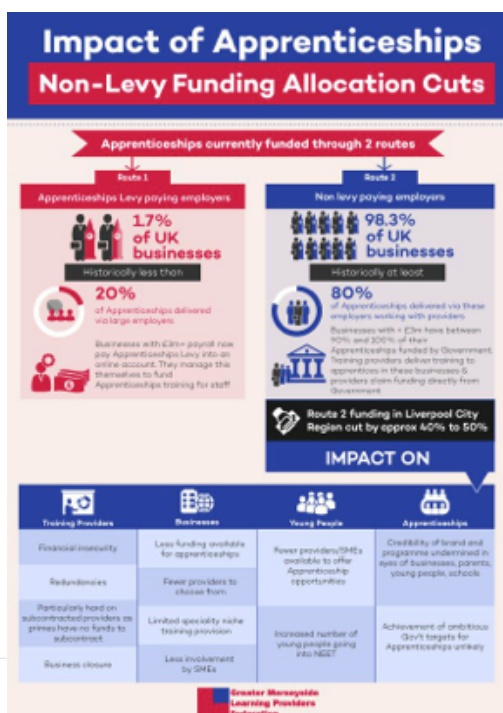
Note however that non-levy (and co-investment) employer contributions do attract VAT charges (where the provider is VAT-registered) but these elements should not be entered on the ILR.

## Apprenticeship Reforms

### Non Levy Allocation infographic

Gt Merseyside network have produced an infographic and have kindly shared it with us that raises the awareness of issues regarding level of non levy allocation.

It is also [attached here](#).



# Over 500 more entries on RoATP

More than 500 providers have been added to the Register of Apprenticeship Training Providers (RoATP) following the latest updates. New providers on the register include 33 FE colleges – including 4 of the 13 Birmingham Colleges that were originally left off - 18 councils, 13 hospitals and NHS trusts, and large employers such as McDonald's, Balfour Beatty and Eddie Stobart. In total the RoATP now runs to 2,226 providers approved to deliver apprenticeships.



## ESFA Inform

You can now download the latest edition of Inform, the monthly newsletter about funding systems and data management from the Skills Funding Agency, from <https://www.gov.uk/government/publications/sfa-inform>

The news this month includes:

- Individualised learner record (ILR): R08
- ILR Learner Entry Tool 2016 to 2017: version 2
- All apprenticeship starts from 1 May 2017
- Apprenticeship Grant for Employers (AGE) 16 – 24
- Hub returns
- Changes to EAS for R10
- ILR user groups
- ILR 2017 to 2018 publications update
- ILR 2016 to 2017 destination data



## Association of Colleges launch election manifesto

[AoC manifesto \(PDF\)](#). The Association of Colleges launched its election manifesto with six core recommendations around skill development, funding, apprenticeships and system structures calling among other things for better funding and support for 16-18 provision



## To all regional networks, Message from Cheryl Swales AELP Network and Provider In-House Support and Consultancy

As you will be aware the Future Apprenticeships Support Programme Phase 3 is now up and running until September 2017. Phase 1 and 2 of the programme proved hugely popular and the impact and evaluation data and feedback shows the valuable support this programme offers in helping providers of all shapes and sizes with their organisation's strategy and guiding them through the Apprenticeship Reforms. Future Apprenticeships is the only government funded national programme of CPD support for the apprenticeship reforms and is packed full of useful workshops, webinars and seminars; details of the programme can be found on the Education Training Foundation website (see link below).

We are, however, also aware that this is a difficult time for providers with lots of challenges in understanding the funding rules and employer levy whilst implementing the changes needed to ensure a smooth transition from frameworks to standards and End Point Assessment. It is often difficult and costly for staff to take time away from the office to take advantage of the support on offer.

**Our in-house support package** allows any of the workshops on offer to be delivered at a location suitable for you and your network members.

- All the courses advertised on the Future Apprenticeships portal can be delivered on a provider or network's premises <http://futureapprenticeships.org.uk/courses/>
- The 2 day packages of support can be condensed into one day

- The one day in house workshops cost £1,600 for up to 16 participants, £2,600 for between 17-32 and £3,400 for between 32-48 participants, on average £100 per person.
- The provider/network would be responsible for sourcing the venue and all the catering arrangements
- Where on-line resources are part of the support package access to them is included in the price
- A comprehensive pack of training materials is provided for each delegate

The Future Apprenticeship programme can also offer a more intensive consultancy package of support delivered over 6-8 weeks (3 days of tailored face to face support and 2 further days remote support) at a cost of £3,600. This offer is designed to meet the needs of a single provider or network of providers with the same delivery aspirations. After accessing this more intensive support providers will be expected to show significant progress towards expanding the volume or improving the quality of their delivery of apprenticeships standards but the support is suitable for providers at any stage of delivery.



## Lancashire Apprentice Ambassador Network

Meet our Ambassadors

Will Holmes

Warehouse Apprentice at The Printed Cup Company

This month we welcomed Will Holmes to the Lancashire Apprentice Ambassador Network. Will has worked for the Printed Cup Company in Clitheroe as a Warehouse Apprentice since September 2016 and loves every minute of it. He is currently doing Levels 2 and 3 in Warehouse Operations and his job role is to ensure that every box of cups that is ready to go out goes to the right address and at the right time. He explains “I have to deal with the many trucks that come into the yard with cups or pallets, and also have to load out-going trucks with the deliveries that I have arranged”. In January he was entered for his Fork Lift Truck licence and passed at the first attempt!

Will attended the apprentice ambassador induction session on 24th April, and in the coming weeks we hope he will be representing the Network and his employer at one or two event in schools. Will is one of two new apprentice ambassadors coming from The Printed Cup Company and it is great to have a different sector represented on the Network.



## Nominate an Ambassador

We are aiming to grow the network and there are still some Forum members who haven't yet nominated apprentice ambassadors from their organisation. We would like to have apprentice ambassadors representing all Forum members and would encourage you to nominate one or more of your apprentices. We try not to ask them to attend too many events, but we have found that the ASK (Apprenticeship Support and Knowledge for Schools) Project is providing a great opportunity for them to become involved in school events. Those ASK events that ambassadors have supported to date have really benefitted from their presence – in telling their own stories to pupils, the ambassadors are putting into context a lot of the information provided in the ASK presentation. If you have an apprentice to nominate, please contact [helen@lancsforum.co.uk](mailto:helen@lancsforum.co.uk).

# Apprenticeship Support and Knowledge for Schools Project. (ASK)

The ASK project is now into its final quarter, and we will be going all out in the next few weeks to make contact with those schools who haven't yet engaged with a view to going in this half term, or to set up dates for sessions in the next academic year.

During April and May we had a lot of ASK activity around Lancashire. Some of the activities taking place were :

- Assemblies – standard ASK presentations to Years 10 - 13
- Find an Apprenticeship workshops/searching apprenticeship vacancies
- Year 10 Personal Development Day apprenticeship workshops
- ASK delivery at Year 10 Taster events in colleges
- Apprenticeship Q & A sessions with Apprentice Ambassadors
- ASK presentation and workshop in a Pupil Referral Unit
- Workshops for Foundation Learners within an Independent Training Provider
- Year 12 assembly in a Sixth Form College focussing on higher and degree apprenticeships
- Engagement with 2 independent schools

We have had some great feedback from the schools that we have been into:-

“Lots of information in a short amount of time”

“The Powerpoint slides were very readable”

“It really addressed the nitty gritty i.e. salary”

“The opportunity [for pupils] to register and search for apprenticeships with support worked well”

“Students felt encouraged that they now know some more options for their future. We as a school will continue to encourage them to research apprenticeships”

“Useful assembly talk, summarising all key information. Just what I wanted”

“The number of apprenticeship vacancies highlighted as being available in the local area was really good”

We have already exceeded our target for the total number of students engaged, which is fantastic, but still have some way to go to meet our targets in the other areas, namely:

- Number of schools engaged
- Number of registrations on the Find an Apprenticeship website
- Number of apprenticeship applications made

In the coming weeks we have been asked to participate in some Careers and Enterprise events to promote apprenticeships. If you know of any such events for Years 10 – 13 coming up in June and July either in schools in your area, or in your own organisations, please let us know as we may be able to get involved.

## Sub Groups

### Quality Improvement Sub Group



Transforming Teaching, Learning and Assessment  
Changing Mind-sets in Formative Assessment

FREE training session for Forum members Assessors / Trainers  
SAVE THE DATE - 29th June 2017, Preston's College, 9am – 12 noon

The session will include an address from Tony Davis on Changing Mindsets followed by a Training session on formative assessment. The resources that have been developed through the project will be shared with all members companies at the event and will also be included on the member's page of the Forum website.

Full details along with an Agenda will be sent out shortly

# Status of Matrix with ESFA and Ofsted

The ESFA have now confirmed that Matrix is still required and forms part of their current contract for services (Clause 18.14.2) where it states that if “information and advice is embedded as part of the delivery of the Services the contractor should work towards achieving the Matrix Standard accreditation within 12 months of the start of the Contract.”

Meanwhile the Ofsted [Common Inspection Framework](#) does not specifically mention the Matrix standard, but does require at paragraph 28 that providers “successfully plan and manage learning programmes, the curriculum and careers advice so that all children and learners get a good start and are well prepared for the next stage in their education, training or employment.”

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## Local Authority News Blackburn with Darwen Borough Council



It's a whole year since we began to operate our first drop in service. We have spent a year creating our Information, Advice and Guidance service and are now at the point where we have achieved some really good NEET and Not Known figures ensuring we support those young people who are not engaging in any form of employment, education and training. Our team has gone from strength to strength and most of our success is down to the relationships we have with our partners such as yourselves. We thank you for all the support you have given us and hope the next year shows even greater relationships. We have [attached an up to date flyer](#) with our drop in times so feel free to send young people our way! Once again many thanks.

New Directions Team

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## Toolkit feedback needed

Jisc is seeking feedback from apprenticeship providers on the beta version of the Jisc provider toolkit '[The apprenticeship journey in a digital age](#)' which was launched at the FE and Skills Coalition meeting in London on 10th May 2017.

The review process will involve taking a little time to explore the tool through a short guided activity and then having a conversation with associate Clare Killen by phone or Skype. The aim is to ensure provider needs are met and to identify any gaps in the existing content that we may need to address. We expect the whole process to take an hour or less of your time (20-30 minutes exploration in advance of the call and a 30 minute interview). Ideally, we need to complete the interviews by 9th June 2017.

Please contact [Clare Killen](#) for further details and to arrange an interview.

# Training Provider News

## Norden pupils take part in unique industry skills workshop

Six eager year 11 students from Norden High School and Sports College attended a plumbing taster session at Accrington and Rossendale College to gain hands on industry experience.

The students, who had previously attended similar construction taster sessions in Brickwork and Plastering at Accrington and Rossendale College, wanted to gain some experience in plumbing before they decided which Construction industry career they wanted to choose. Expert industry-trained tutors were happy to oblige, welcoming the pupils to the College's state of the art Plumbing workshop.

The group enjoyed taking part in several practical activities, including soldering and welding, which showcased the skills needed for a career in Plumbing. Benjamin Jeffery, one of the visiting pupils, students, said:

"It was exciting and I really enjoyed making the pipes and then testing to see if they work."

Raees Hussain, another pupil, said:

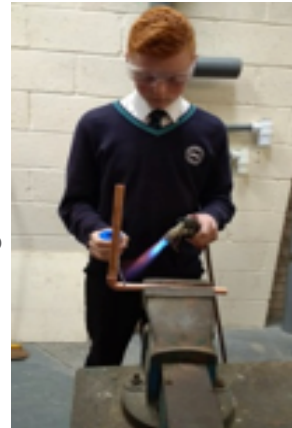
"The practical work was fun. The session has made me want to progress to a plumbing course at Accrington and Rossendale College so I can learn more."

Plumbing tutor Stephen Dobney who led the workshop said:

"The pupils were given a taste of what it is really like to study our course. They were shown how to solder and weld alongside experiencing our fantastic facilities all of which are used by real plumbing professionals. We were really impressed by the group's good behaviour and enthusiasm."

Nusrat Amin, Year 11 teacher at Norden High School and Sports College said:

"The students were invited to Accrington and Rosendale College in order to give them the experience they need to make an informed decision of what and where they would like to study. I hope that each student enjoyed their day here and I wish them every success in the future."



## The Blend Erasmus+ project

The Blend Erasmus+ project is progressing well and producing some high quality interactive learning resources. Some of these were demonstrated at a well-attended dissemination event in March. Take a look at the latest newsletter for links to the resources that have been developed and to the presentations and resources from the dissemination event.

<http://www.myerscough.ac.uk/news/digital-learning-blend-project-continues-to-flourish/>

For further information contact Kath Lowe at Myerscough College; [klowe@myerscough.ac.uk](mailto:klowe@myerscough.ac.uk).

## Themis welcomes Formula 1 composites engineer to the team

Themis at Burnley College are thrilled to welcome industry expert Composites Engineer Mark Webber to their training team. Mark joins Themis after spending over five years working on composites for crash structures and front wings for Ferrari's Formula 1 cars at their factory in Modena, Italy. Before this he gained experience designing and making composites for Red Bull's Formula 1 team, at B.A.R Honda and Alain Prost.

A Blackburn native, Mark's supercharged career in motorsports began when he became a composites engineer for TVR sports cars in the North West. He has also worked for Ginetta sportscars, creating composites for their Le Mans 24 hour racing cars.

Mark's sterling industry credentials have already made their mark on the Themis Centre of Engineering Excellence's



composites clean room, which he has already begun to develop with the Engineering team, as they introduce a new layout and plans to create an even more realistic industry-led environment. Mark and the wider team also have big plans – secret plans, for the moment - for ongoing projects using Apprentices’ skills in composite engineering.

Mark said:

“It’s exciting to begin sharing my experience with the composites engineers of tomorrow. Themis already have state-of-the-art equipment and facilities to work with in the Centre of Engineering Excellence, so it’s my job now to look at how our training and Apprenticeship programmes can be improved further in the field of composites engineering. It’s a constantly evolving industry and I’m hoping I can

show Apprentices in my training sessions the huge range of career possibilities composites engineering can offer.”

Neil Burrows, Head of Advanced Manufacturing and Engineering, Themis at Burnley College said:

“It is our very great pleasure to welcome Mark to our team. His incredible experience and expertise will ensure our Advanced Engineering Apprentices and employers will receive outstanding training, giving them the best possible opportunity to achieve in their dream careers. I’ve already seen how his enthusiasm for his industry area motivates the Apprentices and employers he works with and I have no doubt that he will help to drive our Engineering team to become one of the best in the country.”

## One of a kind’ Medals for Excellence presentation!

In a special presentation held on 16th May, outstanding NLTG learners were awarded prestigious City & Guilds ‘Medals for Excellence’.

A ‘Medal for Excellence’ recognises the achievements of learners, lecturers and trainers from across the world.

It acknowledges those who have achieved outstanding results by producing exceptional work - going above and beyond what is expected to accomplish their goals - and those who have shown



a true journey of progression throughout their studies. This year City & Guilds awarded 86 medals worldwide; 5 of which were awarded to NLTG learners.

Mandy Smith, Director of Sales & Customer Service at City & Guilds, said, “NLTG’s Award Ceremony is one of my favourite days of the year and is unique, as no other provider holds a special awards ceremony for their winners. Winning such a prestigious award is an outstanding achievement, and shows the motivation and exceptional accomplishments of NLTG learners.”

NLTG continue to be the highest medal achievers in the 100-year history of the City & Guilds Medals for Excellence awards. NLTG learners and staff have won an outstanding 64 Gold Medals for Excellence since 2006, which is a record at City & Guilds.

Congratulations to our winners...

Winner	Company	Occupation
Chloe Thompson	City Distribution, Blackpool	Business Administration
Toby Crabtree	Mi Flues, Blackpool	Management
Crystal Elwell	Hippo Motor Group, Blackburn	Customer Service
Kayleigh Atkinson	NLTG, Accrington	Hospitality
Harry Howard	NLTG Study Programme	Employability

## Dates for your diary...

Dates of meetings 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: 12th July 2017  
 Where: Preston’s College  
 Time: 9.00 for a 10am start  
 Chair: Lisa Bloomfield,  
 Training 2000  
 Speakers: Paul Holme NWPN  
 and Nina Ketcher from the ESFA

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