

## APPENDIX 3

**Priority:** Skills and Learning  
**Sub-Priority:** Apprenticeships and Training  
**Impact:** Meeting the skills and employment needs of local employers

**What we said we would do in 2013/14: -**

### 1. Work with the public, private and voluntary sectors to increase the number of apprenticeships, traineeships and work experience opportunities

Progress status	Progress RAG	A	Outcome RAG	G
<p>Work in relation to this area is on-going and is progressing well.</p> <p>Communities First are working in Partnership:</p> <ul style="list-style-type: none"> <li>To take advantage of the opportunities to link the Jobs Growth Wales (JGW) &amp; Young Recruits Programme with Coleg Cambria and businesses on the Deeside Industrial Park. To date, 7 jobs have been secured under JGW. One more is currently being advertised for DangerPoint and Communities First are currently awaiting funding for a further 2 jobs at Flint. Further opportunities are being explored.</li> <li>To work with West Flintshire Community Enterprises (a social enterprise set up by Communities First) to create and implement an initiative to support community-based job opportunities for young people in Flintshire who require more intensive support in the work place and will be helping many young people who require more intensive support to reap the benefits from work experience opportunities at the Artisans Shop on Holywell High Street. This work will link closely to the Business Entrepreneurship Network (BEN). This project will work in partnership with Coleg Cambria, WEA Cymru, Job Centre Plus, Careers Wales and Groundwork to provide fully supported training which will allow young people to learn in an environment that will overcome fears and build confidence without having the real pressure of the workplace. In addition to this it will give a "Hands on" approach to learning within the retail – hospitality and customer care sector.</li> <li>To work with three local employers who all have low level skill vacancies.</li> <li>With Reaching Higher, Reaching Wider to look at funding for future STEM (Science, Technology, Engineering &amp; Mathematics) events.</li> </ul>				

In addition to the work that Communities First are undertaking:

- There is an active working group for a “Shared Apprentice” model being undertaken with Coleg Cambria / Shotton Paper (UPM) / Welsh Government and FCC.
- A proposal for a new shared Apprentice model is currently being mapped out. Final proposal to Welsh Government expected to be submitted by the end of March 2014.
- A construction industry led apprenticeship scheme to create at least 50 additional apprenticeships per year, with national sector led funding and tied to the community benefits commitments of the new North Wales Capital Procurement Framework is being developed.

## 2. Launch the Employer's Promise in the public sector to promote and enhance our roles as employers

### Progress status

Progress RAG

A

Outcome RAG

G

An Employer's Promise has been developed by the AEWE Project Board and has now been signed off by the LSB. Arrangements are currently being made to finalise a new launch for the Employer's Promise and it is anticipated that the launch will now take place in March 2014.

All of the Partners of both the LSB and the AEWE Project Board will be invited to attend the launch to officially sign the promise.

Following agreement at the last LSB meeting, HR Representatives from partner's organisations have been invited to join the AEWE Project Board and have been commissioned to start to identify any key areas or quick wins in line with the Promise which will benefit from collaboration. Work in this area is in its early stages. Work will continue and a detailed delivery programme will be developed. A further more detailed update will be reported to LSB In April 2014.

A Project Manager has now been appointed and will provide dedicated capacity to support the development and coordination of a programme of work around this.

### 3. Set a marketing strategy to communicate the range of apprenticeship and training programmes available

Progress status	Progress RAG	A	Outcome RAG	G
<p>Work in relation to this area is progressing more slowly than anticipated:</p> <p><b>Website</b></p> <p>The AEWE Project Board has undertaken a piece of work to look at various marketing and communicating models available that will help to promote the work of the AEWE and communicate the range of apprenticeships and training programmes available to young people. The AEWE Project Board has agreed to develop a website based on the “Inform Swansea” Model.</p> <p>Contact has been made with the E-portal Project Manager at Swansea who is comfortable Flintshire to use their model in going forward. Further work is currently being undertaken to determine the following:</p> <ul style="list-style-type: none"> <li>• Who will create and develop a similar website for Flintshire.</li> <li>• The associated costs and whether there are any possible funding opportunities</li> <li>• Developmental capacity of site</li> <li>• Site content</li> <li>• Timeframe around site development and implementation.</li> </ul> <p>A Project Manager has now been appointed and will provide dedicated capacity to support the development and coordination of this area of work to develop a website and ensure that work is progressing as planned over the next couple of months.</p> <p>In addition, Communities First have developed a Website and use Social Networking sites e.g. Twitter as a form of communication and also disseminate training information through Newsletters, posters and Community Networks.</p>				

#### 4. Identify the skills gaps for an increased number of apprenticeship and alternative programmes and investment in training

Progress status	Progress RAG	A	Outcome RAG	G
<p>Work in this area is progressing both internally and in Partnership via the work of the AEWE Project Board.</p> <p>Internally within FCC:</p> <ul style="list-style-type: none"> <li>Apprenticeship numbers (Flintshire Trainees) are growing, there are 72 currently in post. There are also an additional 122 employees undertaking Apprentice frameworks.</li> <li>An exit strategy has commenced for the current Trainees. Increased training in C.V. writing and interview skills is planned to accommodate the changes expected within Local Government. This work is being undertaken to ensure those Trainees who are unable to gain employment internally will have every opportunity to gain employment in the external labour market.</li> </ul> <p>In Partnership:</p> <ul style="list-style-type: none"> <li>Communities First have now secured funding from “Reaching Higher, Reaching Wider” for Science STEM events and clubs.</li> <li>Much work has been undertaken with the Deeside Enterprise Zone to look at engaging businesses to work closely with Schools around the STEM (Science, Technology, Engineering and Mathematics) subjects and the Science Clubs to include workshops to identify business needs and those of young people. Employers are now involved within these projects.</li> <li>A new project is being developed as a Winter/Summer College with Schools, Employers and Coleg Cambria to be funded by Reaching Higher, Reaching Wide (RHRW).</li> </ul>				

## 5. Support the development of the Young Entrepreneur Programme with the Flintshire Business Entrepreneurship Network

### Progress status

### Progress RAG

G

### Outcome RAG

G

Work in this area is on-going and is progressing very well:

#### Business Entrepreneurship Network (BEN):

- The last BEN meeting took place in October 2013; the next is scheduled to take place in March 2014.
- Welsh Government are very supportive of the BEN.
- Good links have been developed with Coleg Cambria and Glyndwr University, both are partners on the BEN.
- The work Programme for 2014 has now been set.
- Communities First have been involved in the launch of Wrexham's BEN.
- Communities First are currently planning a Celebration event to celebrate the success of the BEN and all of its achievements to date across both clusters, scheduled to take place in June 20134.

#### Dragon's Den:

- Events have taken place within both Communities First Clusters – November 2013
- Next event for both clusters is scheduled to take place in May 2014 at Deeside Leisure Centre.
- Communities First have been working with Askar Sheibani to support a Dragon's Den event in Wrexham.

#### Enterprise Club:

- The Enterprise Club has over 50 members and crosses both Clusters.
- There are 6 Entrepreneurs trading.
- 3 Entrepreneurs are looking to feed into the Artisans Shop in Holywell to gain experience in retail plus this is an excellent outlet for the goods / business ideas.

## 6. Continue to develop and increase the number and range of Communities First Job Club programmes

### Progress status

### Progress RAG

G

### Outcome RAG

G

Work in this area is on-going, much work has been undertaken and a lot of progress has been made since the mid year update:

- Communities First are continuing to work with three local employers who all have low level skill vacancies.
- There are now 6 job clubs running within the two Communities First clusters. These are all working well and have in total over 120 regular attendees.
- Jobs Clubs are supported by Job centre Plus (JCP) and Careers Wales.
- An education programme has been developed and employability workshops run alongside the Job clubs.
- 1 Careers Carousel event was run at Flint High School.
- The Employability club(s) are running weekly and are aimed at 16-24 year olds.
- A Jobs Fair is scheduled to take place and will be held at Flint in February 2014.

## 7. Implement skills development programmes in partnership with local employers

Progress status	Progress RAG	A	Outcome RAG	G
<p>Work in this area is ongoing and a lot of progress has been made:</p> <p><b>North Wales Advanced Manufacturing Skills and Technology Centre (NWAMSTC):</b></p> <ul style="list-style-type: none"> <li>Significant progress has been made with the North Wales Advanced Manufacturing Skills and Technology Centre (NWAMSTC) project.</li> <li>The critical need now is to set out a project management/delivery plan, this will need a dedicated resource. Maintaining momentum is essential, otherwise we will lose the interest of business and the universities.</li> <li>Phase one of the feasibility study has been completed to develop a skills pipeline in partnership with Welsh Government, HE, FE and private industry.</li> <li>The Minister for Economy, Science and Transport has accepted in principle the second stage of the feasibility study and also acknowledged that Phase 1 of the NWAMSTC will cost in the region of £8m.</li> <li>Support in principle has been secured from Bangor, Glyndwr, Swansea, Cardiff, Liverpool and Chester Universities, the project is also being strongly supported by Toyota, Tata and UPM.</li> <li>The first stage of the NWAMSTC will be developed at Shotton Point. This will:- <ul style="list-style-type: none"> <li>Provide a hub for the NWAMSTC and safeguard an important historic building (former John Summers Steelworks offices).</li> <li>Make a clear statement of the ambition of North Wales to be recognised as a major centre for advanced manufacturing.</li> </ul> </li> <li>The NWAMSTC will link industry to education (at the HE/FE / school levels), it will provide access to technology and R&amp;D and will also allow North Wales businesses to access funding such as that available through the UK Government's Aerospace Technology Institute (currently £1.1 billion).</li> <li>Closer working relationships with partner Local Authorities have been developed.</li> </ul> <p><b>Skills / Jobs:</b></p> <ul style="list-style-type: none"> <li>Committed jobs now exceeds 1,000, rate of delivery expected to increase in 2014.</li> <li>An increased proportion of jobs are being captured locally via the Local Labour Market Initiative.</li> <li>Skills issues underpin the approach to DEZ, to date attempts are underway to: <ul style="list-style-type: none"> <li>Develop a skills pipeline to address long term needs for growth and address the workforce demographic.</li> <li>The NWAMSTC will be a key part of the skills pipeline</li> <li>A shared apprenticeship scheme has been well received by employers but will look at 20 posts initially.</li> </ul> </li> </ul>				

**Property:**

- Around 320,000 sq ft of existing commercial space has been taken up with a known demand for more.
- WG have accepted the need to deliver 80,000 sq ft immediately and is proposing a form of Property Development Grant.
- WG have secured a planning permission to undertake works to strengthen the River Dee flood embankment along the southern boundary.

**Marketing / Promotion:**

- A suggested marketing plan has been developed – Awaiting feedback from WG.

In addition, Communities First are:

- Continuing to develop a Local Labour Market initiative working closely with employers to meet their skill requirements, and job matching to meet the job requirements.
- Working with Schools, Colleges and local employers to develop an enrichment project which will target the under achieving young people who are at risk of becoming NEET.

Achievement will be measured through:-

- Reducing the percentage of 16 to 24 year olds claiming job seekers allowance
- Securing high levels of 16 year olds in education, employment and training
- Increasing the number of people who successfully establish and grow businesses
- Increasing the number of apprenticeships in the public and voluntary sector
- Increasing the number of new work experience and apprenticeships



Achievement Measures	Data Officer / Organisation	2012/13 Baseline Data	2013/14 Target	Aspirational Target	Current Outturn	Performance RAG	Outcome Performance Predictive RAG
Reducing the percentage of 16 to 24 year olds claiming job seekers allowance	DWP	7.8% average	6.8%	7.0%	6.4%	G	G
Securing high levels of 16 year olds in education, employment and training	Careers Wales	97.7%		TBC	Annual Figure	TBC Q4	TBC Q4
Increasing the number of people who successfully establish and grow businesses	North Wales Economic Ambition Board	Flintshire (2011) - 420 new active businesses created  2012 – supported business to create 573 new jobs and safeguard 1,300	1,000	1,000	Q3 112 new 30 safeguarded  Q1-3 cumulative 1020 new 1176 safeguarded	G	G

**NB:-** Targets will be revised within this area to show achievement more clearly. In addition to the above listed which will remain , we will have separate categories for;

- 1) Overall number of apprenticeships with Coleg Cambria and other training providers,
- 2) Overall number of apprenticeships for every organisation/business in Flintshire
- 3) Overall number of apprenticeships employed in the public, voluntary and community sectors.

We will work with our partners to clearly define and set up a reporting process for this data in advance of the next quarterly submission.

**Risk to be managed: Ensuring that employer places match current and future aspirations and needs**

Gross Score (as if there are no measures in place to control the risk)			Current Actions / Arrangements in place to control the risk	Net Score (as it is now)			Future Actions and / or Arrangement to control the risk	Manager Responsible	Risk Trend	Target Score (when all actions are completed / satisfactory arrangements in place)		
Likelihood	Impact	Gross Score		Likelihood	Impact	Gross Score				Likelihood	Impact	Gross Score
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)
H	H	R	<ul style="list-style-type: none"> <li>Various approaches to skill gap identification and workforce planning are implemented across the external agencies</li> <li>The Regeneration Partnership has matured and plays an important role in addressing future skills gaps and 'growing the market'.</li> </ul>	M	L	G	<ul style="list-style-type: none"> <li>Launch of the Employers' Promise and follow-through of specific commitments</li> <li>Business Entrepreneur Network Dragon's Den Events</li> <li>Communities First expansion of Job Club programmes</li> </ul>	Head of Human Resources & Organisational Development  Head of Regeneration	↔	L	L	G

**Risk to be managed: Ensuring capacity to support paid work placements and other programmes**

Gross Score (as if there are no measures in place to control the risk)			Current Actions / Arrangements in place to control the risk	Net Score (as it is now)			Future Actions and / or Arrangement to control the risk	Manager Responsible	Risk Trend	Target Score (when all actions are completed / satisfactory arrangements in place)		
Likelihood	Impact	Gross Score		Likelihood	Impact	Gross Score				Likelihood	Impact	Gross Score
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)
H	H	R	<ul style="list-style-type: none"> <li>Council's Trainee Scheme</li> <li>Review of Council's work placements schemes</li> </ul>	M	L	G	<ul style="list-style-type: none"> <li>Renewal of Modern Trainee Scheme and launch of Graduate programme</li> <li>Fulfilment of Employers' Promise commitments</li> </ul>	Head of HR & OD	↔	L	L	G

**Risks to be managed:**

- Strengthening the links between Schools, Colleges and employers
- Ensuring that education providers participate fully

Gross Score (as if there are no measures in place to control the risk)			Current Actions / Arrangements in place to control the risk	Net Score (as it is now)			Future Actions and / or Arrangement to control the risk	Manager Responsible	Risk Trend	Target Score (when all actions are completed / satisfactory arrangements in place)		
Likelihood	Impact	Gross Score		Likelihood	Impact	Gross Score				Likelihood	Impact	Gross Score
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)
H	H	R	<ul style="list-style-type: none"> <li>• Education providers including schools and Further Education are represented on the Apprenticeships, Entrepreneurships and Work Experience Board (AEWE )</li> <li>• Representatives have the responsibility to communicate with colleagues</li> </ul>	L	L	G	<ul style="list-style-type: none"> <li>• Conferences to provide opportunities for more education providers and students to be directly engaged in the programme</li> </ul>	Director of Lifelong Learning	↔	L	L	G