

## APPENDIX 2

**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 2014/15: -**

### 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>The formal review of the Employment Skills and Jobs Board is now complete and the findings presented to the Board. The aim of this review is to improve the relevance, significance and the performance of the Board in order to improve opportunities for the residents of Flintshire.</p> <p>The main findings are two-fold:</p> <p>Split the Board between strategic and operational to ensure that topics are addressed with the appropriate level of attention from the best qualified organisational representatives. Previous combining strategic and operational issues blurred discussions.</p> <p>Once the split occurs, a Strategic Board should be in place. This would be complemented by a number of operational groups to address delivery issues.</p> <p>This review will enable relevant and results-driven work for the Board.</p>				

## 2. Make an impact with the Employers' Promise in key areas e.g. developing further apprenticeship opportunities and employees' skills.

Progress status	Progress RAG	A	Outcome RAG	G
<p>A survey of HR leads from the participating organisations to establish which plans they had in place and which they did not was completed.</p> <p>Each of the organisations involved is delivering the priorities of the Employers' Promise within their organisations and as reported in the last quarter this will be part-and-parcel of the business planning processes within each organisation.</p>				

## 3. Market and communicate broadly the range of apprenticeship and training programmes available.

Progress status	Progress RAG	A	Outcome RAG	G
<p><b>Common Area Prospectus</b></p> <p>This is reported as the same as quarter one and we are awaiting further instruction from Welsh government about the next steps we can take in Flintshire and across North Wales. We can report that all the head teachers in Flintshire secondary schools have received training about the use of the Common Area Prospectus (CAP).</p>				

## 4. Identify sectors with skills gaps in order to develop apprenticeships and alternative programmes and investment in training.

Progress status	Progress RAG	A	Outcome RAG	G
<p>The exercise referred to at the end of the last quarter has now taken place and we received a number of results that key partners are now assessing. The notable findings are in relation to manufacturing and engineering (where there are six times more trainee places proportionately than nationally) business administration (where there are half the trainee places proportionately than nationally) and life sciences (where there are – again - half the trainee places proportionately than nationally).</p> <p>This information will be used to inform engagement and liaison with reviewed contracts for apprenticeship provision in Flintshire. This will ensure that we provided the right level of training for our young people. One finding that we have noted is the number of employers reporting that work readiness among young people is at a premium which conflicts with anecdotal feedback about the contribution that apprentices make to the organisation they are placed in.</p>				

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

Progress status	Progress RAG	G	Outcome RAG	G
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Work in this area is on-going and is progressing very well with Communities First leading the way:

- Communities First planned a business workshop as part of Flintshire Business Week which was attended by more than 30 people.

### Business Entrepreneurship Network

The BEN is proving successful with developing local enterprise. In particular the Artisan's workshop in Holywell is trading and 4 enterprises have emerged from it. The Director of Public Health North Wales has included the projects as an example of good practice for working with young people and ensuring that they lead healthy lifestyles.

The BEN, under the stewardship of Askar Sheibani, is now notable best practice from Flintshire and is being promoted by Welsh government for its excellence. You will recall from the last report that this was a possibility.

### The Enterprise Club

- The Enterprise Club has increased membership to more than 60 members in both the east and west Flintshire. In the last quarter 2 people have begun trading.

## 6. Continue to develop and increase the number and range of Communities First job clubs.

Progress status	Progress RAG	G	Outcome RAG	G
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A number of projects are in place that are considered to be "mainstream" in their relative communities and provide opportunities to local NEETs

- There continue to be six job clubs in the two Communities First clusters and these provide job application support and motivation to all residents, regardless of their duration of unemployment and specific issues.
- There were 54 employability workshops in this quarter. These target 16-24 year olds.

Communities First areas have been designated a LEAF area where dedicated workers work with workless households to help them into employment. This is an approach that has worked elsewhere and the target (30 people into employment by Christmas) may not seem high but this would be an incredible achievement and this will be reported back in the next quarter.

## 7. Commission and deliver skills development programmes in partnership with local employers

Progress status	Progress RAG	A	Outcome RAG	G
<p><b>North Wales Advanced Manufacturing Skills and Technology Centre</b></p> <p>We reported in quarter one that <i>“Phase one of the feasibility study is complete and we are awaiting a funding decision from Welsh government. Effectively the project is awaiting an indication of intent from Welsh government before the next steps are announced because the next steps are dependent upon funding.”</i></p> <p>The progress in this quarter is that the Welsh government:</p> <ul style="list-style-type: none"> <li>wish to progress the project</li> <li>are in the process of formulating a “strategic business plan” to allocate funding for priority areas of the centre.</li> </ul> <p>We hope to be able to report back further in the third quarter of this year</p>				
<p><b>Achievements will be measured through</b></p> <ul style="list-style-type: none"> <li>Reducing the number of 18 – 24 year olds claiming Jobseekers Allowance</li> <li>Securing high levels of 16 years olds in education, employment and training</li> <li>Improving the local skills base to improve employability and earning prospects through improved qualifications</li> <li>Increase the number of apprenticeships in the public and voluntary sector</li> </ul> <p><b>Achievement Milestones for strategy and action plans:</b></p> <ul style="list-style-type: none"> <li>Agree to purchase and use the Annual Business Enquiry for business registration in order to provide baseline, progress and comparison of business performance Flintshire by August 2014. This information is now available from Wales Data Unit but is yet to be analysed due to limited time-capacity.</li> <li>Refine and improve the processes and systems of apprenticeship data collection for Flintshire both in line with national measures and as the basis for year-on-year comparison by January 2015. This information is now available from Welsh government but is yet to be analysed due to limited time-capacity.</li> </ul>				

Achievement Measures	Lead Officer	Baseline Data (Summer 2013)	2014/15 Target (Summer 2014)	Aspirational Target (Summer 2015)	Q1 Outturn September 2014	Performance RAG	Outcome Performance Predictive RAG
Reducing the percentage of 18 – 24 year olds claiming Jobseekers Allowance	Chief Officer Education and Youth	5.7%	5.1%	4.9%	3.6	G	G
Reducing the number of 18 – 24 year olds claiming Jobseekers Allowance for at least 6 months		1%	0.95%	0.9%	0.6	G	G
Reducing the number of 18 – 24 year olds claiming Jobseekers Allowance for at least 12 months		0.8%	0.75%	0.7%	0.6	G	G
Securing high levels of 16 years olds in education, employment and training*		96.4%	97.9%	98%	Annual Figure	N/A	N/A
Proportion of resident population of area aged 16-64 qualified to NVQ level 2 and above.		71.5%	72%	74%	Annual Figure	N/A	N/A
Proportion of resident population of area aged 16-64 qualified to NVQ level 3 and above.		52.5%	53%	54%	Annual Figure	N/A	N/A
Proportion of resident population of area aged 16-64 qualified to NVQ level 4 and above.		29.7%	30%	31%	Annual Figure	N/A	N/A

*\*target may be subject to a mid-year review due to recently raised enquiries about the methodology and subsequent calculation. We do, however, want to keep this target aspirational.*

**Risks to be managed: Ensuring that employer places match current and future aspirational 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	Target Date
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)	
H	H	R	<ul style="list-style-type: none"> <li>Following the merger of the Regeneration Partnership with the Housing Partnership, the Employment Skills and Jobs Board will provide strategic leadership with skills, employment and entrepreneurship activity – the latter for young people.</li> <li>Employers' Promise action plan in place</li> </ul>	M	L	G	<ul style="list-style-type: none"> <li>The partnership will implement a stronger restructure with improved decision making.</li> </ul>	Chief Officer People and Resources  Chief Officer Community and Enterprise	↔	L	L	G	Dec 2014

**Risks 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	Target Date
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)	
H	H	R	<ul style="list-style-type: none"> <li>Carried out an apprenticeship recruitment round.</li> </ul>	L	L	G	<ul style="list-style-type: none"> <li>Monitor the impact of the Employers' Promise on training provision and business planning.</li> </ul>	Chief Officer People and Resources	↔	L	L	G	Apr '14

**Risks to be managed: 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	Target Date
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)	
H	H	R	<ul style="list-style-type: none"> <li>Appointed appropriate level staff from schools to working groups and the Boards.</li> <li>Schools engaged in the WASPI process</li> </ul>	L	L	G	Monitor take up of the Common Applications Process (CAP) in schools in Flintshire.	Chief Officer Education and Youth	↔	L	L	G	Apr 2014



### Strengthening the links between schools, colleges and employers

Please note this risk is influenced by the same mitigating actions as above "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	Target Date
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)	
H	H	R	<ul style="list-style-type: none"> <li>Appointed appropriate level staff from schools to working groups and the Boards.</li> <li>Schools engaged in the WASPI process</li> </ul>	L	L	G	Monitor take up of the Common Applications Process (CAP) in schools in Flintshire.	Chief Officer Education and Youth	↔	L	L	G	Apr 2014

**Risks to be managed: Work with local employers and learning providers to meet the skills based needs of the future**

*Please note this risk is influenced by the same mitigating actions as above "Ensuring that employer places match current and future aspirational 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	Target Date
(L)	(I)	(LxI)		(L)	(I)	(LxI)				(L)	(I)	(LxI)	
H	H	R	<ul style="list-style-type: none"> <li>Skills gap completed and highlighted the gaps re business administration and health science and over-supply re. engineering and manufacturing.</li> <li>Following the merger of the Regeneration Partnership with the Housing Partnership, the Employment Skills and Jobs Board will provide strategic leadership with skills, employment and entrepreneurship activity – the latter for young people.</li> </ul>	L	L	G	<ul style="list-style-type: none"> <li>Monitor the impact of the Employers' Promise on training provision and business planning.</li> <li>The partnership will implement a stronger restructure with improved decision making.</li> </ul>	Chief Officer Resources and People  Chief Officer Community and Enterprise	↔	L	L	G	Mar 2015