



Community Benefit & Training Academy  
Flintshire County Council

# Project Suggestion Document 2015

- **Vision**

- To **provide, seek** and **exhaust** community benefit opportunities including training and employment as a result of contracted procured spend across the WHQS, 21<sup>st</sup> Century Schools and SHARP programmes. This will be delivered through a Community Benefit and Training Academy which will **engage** and **collaborate** with local employment agencies, schools and colleges, and community organisations to identify **people** and **places** who will benefit from the opportunities created.

- **Objectives**

- To develop one academy which fits all 3 Flintshire County Council construction programmes.
- To reduce unemployment figures across Flintshire.
- To create opportunities for long term unemployed/ school leavers/ unemployed 16-24 year olds/ NEETS.
- Coordinate and implement community initiatives.
- To further develop opportunities for SME's/ supply chain businesses and graduates.

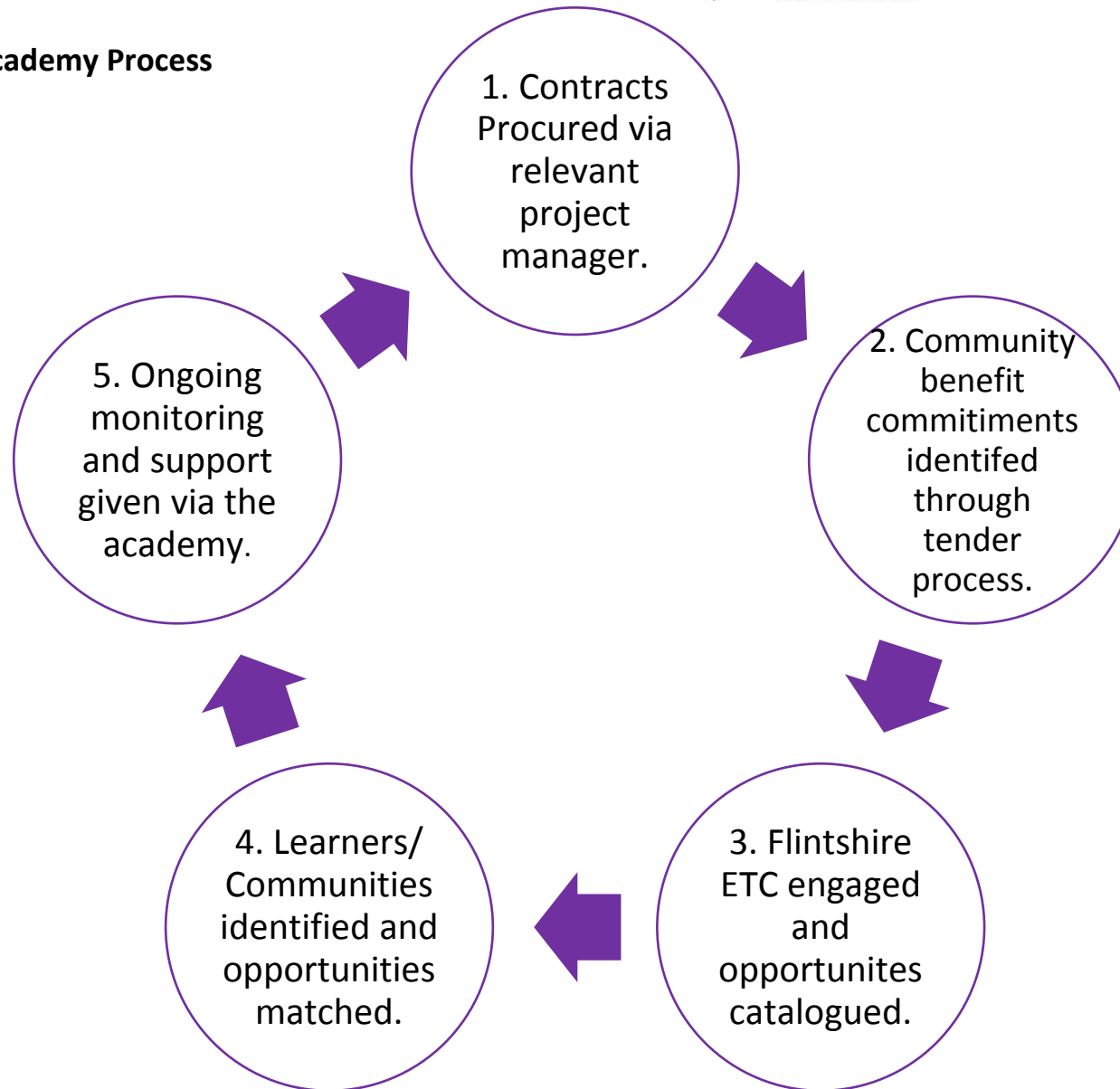
- **Service**

- Management and coordination of targeted recruitment and training.
- Employment of new apprentices.
- Matching service between agencies and opportunities, to include:
  - Work Experience Placements/ Internships/ Traineeships
  - To provide training for FCC staff
  - School/ College Visits
  - Mentors/ Coaches for Social Entrepreneurs
  - Support Family Days and Recruitment Events
- Development of Community Initiatives i.e. Community Centres/ Gardens
- To establish a collaborative working group [Flintshire ETC] including all employment agencies/ educational providers and contractors to match opportunities with a local talent pool who are work ready.

- **Flintshire ETC**

- Flintshire ETC will be an established group of employment agencies/ training providers/ community groups who will network and become 'feeders' providing the academy with those individuals/ communities who will benefit from the opportunities created as a result of the community benefit initiative.
- **Examples of engaged partners:**
  - Job Centre Plus
  - Communities First
  - Careers Wales
  - Groundworks
  - FLVC
  - Career Academy
  - All contractors

## Simplification of the Academy Process



## • Internal Resources

- Community Benefit & Training Academy Lead
  - Lead contact with contractors and community agencies.
  - Chair Flintshire ETC and other steering groups.
  - Act as direct report for the apprentices.
  - Oversee the management and implementation of the apprenticeships and education provision.
  - Oversee the management and implementation of the community initiatives.
  - Report and Monitor KPI's.
- Academy Officer (Education/ TR&T)
  - To engage with the contractors Community Benefit representative.
  - To engage with employment and training agency representatives.
  - To engage with learners and service users.
  - To engage with community groups/ forums/ agencies.
  - Identify potential communities and community opportunities to implement suitable initiatives.
  - Organise and support the implementation of community initiatives.
  - Identify and catalogue employment and training opportunities.
  - Provide a matching service between contactor commitments and employment/ training demand.
  - Administer and coordinate apprenticeships and training opportunities.
  - Coordinate all educational activities including school engagement.
  - Administer data and promote success.
- Monitoring Officer
  - To engage with Academy Lead and Academy Officers to gain relevant information and reportable data.
  - Complete relevant processing tools to report to Welsh Government/ Councillors and senior managers.
  - To liaise with Academy administrator on academy related business.
  - Monitor learner/ service user numbers.
  - Administer data and promote success.

## • Management of Apprenticeship Programme

- The training academy will be the 'employer' of the new apprenticeships created as a result of the procured spend.
- The NMW for apprenticeships is £2.73\*
  - \*This rate is for [apprentices](#) aged 16 to 18 and those aged 19 or over who are in their first year. All other apprentices are entitled to the National Minimum Wage for their age.
- The employment costs will be off-set by the contractor who will be invoiced for the employment cost per apprentice.
- The cost of the training framework will be included in the total employment cost and will be negotiated with the training provider based on a SLA agreed cost.

- A full costing model will be created once a framework cost has been agreed.
- Most framework qualifications (apprenticeships) are between 12 and 18 months depending on the level undertaken. It is required that each apprentice exhibits progression and remain on track to complete.
- The apprenticeship placements will already be pre-agreed between the academy and the contractor before the apprentice starts employment to avoid any time which is without placement avoiding 'potentially out of time' (poot) status.
- Individual Learning Plans (ILP's) will be created to monitor and track progress of the apprenticeships.

## **Links with CITB and NSA Accreditation**

- Awaiting Business Plan

## Implementation:

When	Who Main Target Group:	Service Provided	How
> 6 months (July 2015 – January 2016)	<b>NEETS/ Long Term Unemployed</b>	<ul style="list-style-type: none"> <li>○ Traineeships</li> <li>○ Work Experience Placements</li> <li>○ Employability/ Workability packages to prepare the learners for work.</li> </ul>	<ul style="list-style-type: none"> <li>○ Develop and manage a Flintshire Employment Training Community (ETC)</li> <li>○ Engage with and catalogue a list of all available opportunities.</li> <li>○ Engage with Communities First/ LIFT programme and other agencies to identify cohorts of learners who would benefit from initial training packages including work experience/ traineeships.</li> </ul>
> 12 months (July 2015 – July 2016)	<b>NEETS/ Long Term Unemployed/ Disengaged/ School Leavers</b>	<p>The above including:</p> <ul style="list-style-type: none"> <li>○ Work Experience Placements (14-16)</li> <li>○ Apprentice Starts</li> <li>○ Existing Apprentices</li> <li>○ NVQ Starts</li> <li>○ Construction Curriculum Support Activities</li> </ul>	<ul style="list-style-type: none"> <li>○ School leavers/ 16-24 year olds made aware of 2016/17 apprenticeship opportunities (March 2016)</li> <li>○ Apprenticeship Recruitment/ interviewing plans to be designed (May- June 2016)</li> <li>○ Initial engagement with local primary and secondary schools.</li> <li>○ 14-16 work experience placements to offered to school (February 2016)</li> </ul>
>18 months onwards	<b>NEETS/ Long Term Unemployed/ School Leavers/ primary &amp; secondary students/ Communities/ SME's/ Graduates</b>	<p>The above including:</p> <ul style="list-style-type: none"> <li>○ Construction Curriculum Support Activities</li> <li>○ Jobs</li> <li>○ Higher Level training (Graduate positions)</li> <li>○ SME mentoring</li> <li>○ Community Initiatives</li> </ul>	<ul style="list-style-type: none"> <li>○ Additional school/ college engagement to be identified.</li> <li>○ Additional job creation for non-targeted groups to be launched.</li> <li>○ Graduate programmes to be considered (January 2017 for September 2017 start)</li> <li>○ Community Initiatives to be commissioned.</li> </ul>