

## Young People's Education and Skills: Apprenticeship Sub-Group

## AGENDA

Chair:	Rebecca Davey	Title:	Assistant Director – Employment, Business and Skills, London Borough of Waltham Forest
Date:	10 September 2020	Time:	10.00 – 11.30
Venue:	Via Teams		
Officer:	Tim Gallagher	Email:	Tim.gallagher@londoncouncils.gov.uk
ltem 1. Wel	come, introductions and a	pologies	Rebecca Davey
			Chair <mark>(5mins)</mark>
Item 2. Notes of the last meeting and matters arising Rebecca Davey Chair (5mins)			
Item 3. ESF	A update - Plan for Jobs		Andy Lunn
(presentation)			ESFA (20mins)
Item 4. Pay scales 2020 and Levy Data <i>(paper)</i>			Tim Gallagher <i>London Councils <mark>(10mins)</mark></i>
Item 5. Apprenticeship Awards 2020			Tim Gallagher <i>London Councils (5mins)</i>
Item 6. Updates and discussion of Covid-19 impact on borough apprenticeships programmes:			
London Councils			Tim Gallagher <i>London Councils (5mins)</i>
Local Government Association (LGA)			
ASG members			All (5mins)

Item 7. Working with local employers – examples from:

- London Borough of Croydon
- London Borough of Southwark

Item 8. AOB, close and next meeting

Katie Compton (10mins) Libby Dunstan (10mins)

Rebecca Davey Chair (5mins)

- Date of next meeting is to be re-scheduled to 19<sup>th</sup> November (from 3<sup>rd</sup> December)
- To note: Care Leavers meeting to follow on directly post meeting and colleagues are welcome to stay on and take part.

#### Date of next meeting: 19 November 2020, 10-11.30am

	Apprenticeship Sub-Group - actions and updates from 25.6.20					
Date of meeting	ltem	Action Whom Comment			Open/Closed	
12.03.20	2.4(b)	Jamie to share London data from the LGA's survey with London Councils/ASG once the survey has finished.		Open		
25.6.20	20 3(a) Circulate presentation under item 3. Apprenticeship Data Collection. AMV Included in post meeting note 3.7.20 Close				Closed	
25.6.20	3(b)	Any further comments regarding data to be reported to Tim Gallagher by end of Friday 3rd July.	All	Deadline passed	Closed	
25.6.20	3(c)	Data collection template for 2020-21 to allow for ethnicity and ability 'unknown/not declared'.		Noted for 2020-21 data collection exercise	Closed	
25.6.20	4(a)	Link to LGA survey results webinar to be circulated to members.		Circulated in LGA Newsletter 14.7.20	Closed	
25.6.20	4(b)	Andy Lunn to ask if local authorities can feed into the develoment of an apprenticeship guarantee.	AL/SL	There has been no futher steer for policy leads in regards to the apprenticeship guarantee announcements as of yet.	Open	



## Young People's Education and Skills (YPES)

## **Apprenticeship Sub-Group**

Meeting Chair       Rebecca Davey, Head of Business Growth, Employment, London Borough of Waltham Forest         Contact Officer:       Anna-Maria Volpicelli         Telephone:       020 7934 9779       Email:       Anna-maria.volpicelli@londoncouncils.gov.uk         Attendance:	Date	25 June 2020	Venue	London Councils
Telephone:       020 7934 9779       Email:       Anna-maria.volpicelli@londoncouncils.gov.uk         Attendance:	Meeting Chair		d of Busine	ess Growth, Employment, London Borough of
Attendance:         Members         Alpa Ruparelia       City of Westminster         Amadea Afful       London Borough of Islington         Anthony Ristic       London Borough of Lambeth         Barbara Batchelor       London Borough of Merton         Barbara Hamilton       City of London         Brianne Lindsay       London Borough of Bromley         Bridget Arnold       Royal Borough of Greenwich         Carol Stewart       London Borough of Lewisham         Charlotte Rowley       London Borough of Bexley         Eileen Gallagher       City of Westminster         Fabiola Palermo       Royal Borough of Kensington and Chelsea         Iona Jackson-benjamin       London Borough of Hounslow         Ivan McDougall       City of London         Jamie Saddler       London Borough of Hammersmith & Fulham         Jamie Saddler       Local Government Association         Jetender Mehta       Royal Borough of Greenwich         Katie Compton       London Borough of Greenwich	Contact Officer:	Anna-Maria Volpicelli		
MembersAlpa RupareliaCity of WestminsterAmadea AffulLondon Borough of IslingtonAnthony RisticLondon Borough of LambethBarbara BatchelorLondon Borough of MertonBarbara HamiltonCity of LondonBrianne LindsayLondon Borough of BromleyBridget ArnoldRoyal Borough of GreenwichCarol StewartLondon Borough of LewishamCharlotte RowleyLondon Borough of LewishamCharlotte RowleyLondon Borough of BexleyEileen GallagherCity of WestminsterFabiola PalermoRoyal Borough of Kensington and ChelseaIona Jackson-benjaminLondon Borough of HounslowIvan McDougallCity of LondonJamie SaddlerLocal Government AssociationJetender MehtaRoyal Borough of GreenwichKatie ComptonLondon Borough of Croydon	Telephone:	020 7934 9779	Email:	Anna-maria.volpicelli@londoncouncils.gov.uk
Alpa RupareliaCity of WestminsterAmadea AffulLondon Borough of IslingtonAnthony RisticLondon Borough of LambethBarbara BatchelorLondon Borough of MertonBarbara HamiltonCity of LondonBrianne LindsayLondon Borough of BromleyBridget ArnoldRoyal Borough of GreenwichCharlotte RowleyLondon Borough of LewishamCharlotte RowleyLondon Borough of BexleyEileen GallagherCity of WestminsterFabiola PalermoRoyal Borough of Kensington and ChelseaIona Jackson-benjaminLondon Borough of HounslowIvan McDougallCity of LondonJamie SaddlerLocal Government AssociationJetender MehtaRoyal Borough of Greenwich	Attendance:			
Lorna FraserLondon Borough of SouthwarkMarie MorganLondon Boroughs of Richmond and WandsworthMaxine SobersLondon Borough of HaringeyMelody ThorntonLondon Borough of Waltham ForestMichael MarshallLondon Borough of CamdenMichelle FitzgeraldLondon Borough of BrentRebecca Davey (Chair)London Borough of Tower HamletsRochalie MayLondon Borough of Barking and DagenhamRyan OrisLondon Borough of HackneySophie FurnessRoyal Borough of Kingston upon ThamesSusan HickeyLondon Borough of EnfieldTracey FergusLondon Borough of HaringeyVanita NichollsLondon Borough of Havering	Alpa Ruparelia Amadea Afful Anthony Ristic Barbara Batchelor Barbara Batchelor Barbara Hamilton Brianne Lindsay Bridget Arnold Carol Stewart Charlotte Rowley Cheryl Jones Eileen Gallagher Fabiola Palermo Iona Jackson-benjar Ishma Lakhwani Ivan McDougall Jack Biggs Jamie Saddler Jetender Mehta Katie Compton Lorna Fraser Marie Morgan Maxine Sobers Melody Thornton Michael Marshall Michelle Fitzgerald Rebecca Davey (Ch Ripon Miah Rochalie May Ryan Oris Sharon Ould Sophie Furness Susan Hickey Tracey Fergus Vanita Nicholls	London Borou London Borou City of Londo London Borou Royal Boroug London Borou London Borou London Borou London Borou City of Westm Royal Boroug London Borou London Borou	ugh of Isling ugh of Lam ugh of Lam ugh of Bror lagh of Bror ugh of Green ugh of Lew ugh of Lew ugh of Lew ugh of Lew ugh of Kensir ugh of Kensir ugh of Kensir ugh of Kensir ugh of Hari ugh of Hari ugh of Green ugh of Green ugh of Croy ugh of Green ugh of Croy ugh of Sout ugh of Croy ugh of Sout ugh of Croy ugh of Sout ugh of Bark ugh of Bark ugh of Enfie ugh of Enfie ugh of Ealir	hbeth ton mley hwich visham visham ley ngton and Chelsea wham and Havering (OneSource) inslow nmersmith & Fulham bociation hwich ydon thwark chmond and Wandsworth ingey tham Forest hden nt tham Forest ver Hamlets king and Dagenham king and Dagenham king and Dagenham king y ton upon Thames eld ingey ng

#### In attendance

Andrew Lunn

#### Education & Skills Funding Agency (on behalf of Steve Latus)

#### Officers

Tim Gallagher Anna-Maria Volpicelli London Councils London Councils

#### **Apologies** Alan Galloway

Alex Jacobs

Alexandra Kellv

Darshna Dhokia Dianna Neal

Julie Nelson Justine Guynan

Karen Taylor

Steve Latus

Victoria Isaacs

Peter Ellis

Christine Shobande

London Borough of Hillingdon London Borough of Hackney Royal Borough of Kingston upon Thames & London Borough of Sutton London Borough of Camden London Borough of Islington London Councils Local Government Association London Borough of Newham/Havering/OneSource London Borough of Enfield Royal Borough of Greenwich Education and Skills Funding Agency London Borough of Harrow

#### 1 Welcome Introductions and apologies

1.1 Rebecca Davey, Chair, introduced herself and welcomed colleagues to the meeting. As there were a high number of attendees and the meeting was in virtual mode, introductions were dispensed with in order to allow more time for discussion.

#### 2 Notes of the last meeting and matters arising

2.1 The notes of the last meeting were agreed. Tim Gallagher asked Jamie Saddler if he was able to give us an update on action 2.4(b) that remains outstanding and relates to the sharing of data from the recent LGA survey. Jamie Saddler, LGA, advised that he is finalising the regional data and hopes to be in a position to share shortly.

#### 3 Annual data collection 2020

- 3.1 Tim thanked colleagues for all their efforts this year in what was an unprecedented situation advising there was a 100% response rate. Not all colleagues had full access to some data, particularly from local businesses as it was difficult to make contact with them during lockdown. This will be highlighted in the letter to Chief Executives.
- 3.2 Alongside the report circulated in advance of the meeting, Tim spoke to a tabled presentation, the first slide of which related to key findings. There was a total of 3,674 apprenticeships starts for the 2019-20 financial year, including the two new categories of apprenticeships generated through levy transfers and through working with businesses not in the supply chain.
- 3.3 Slide 2 showed the number of apprentices recruited by boroughs, supply chains, ATAs and schools since 2009-10. There was a small increase on total numbers generated this year from the previous year (not including the two new categories) Trends show that recruitment for age 24 and under has halved in the last two years and two thirds (67%) of directly employed apprentices are now aged 25 or over. This is likely a reflection of boroughs upskilling of employed staff and changes to the apprenticeship system in recent years. This really needs to be thought about in terms of the expected surge in youth unemployment post COVID-19 and probably merits a separate discussion. Data also shows a trend away from intermediate level apprenticeships towards higher and

advanced levels. 182 apprentices were recorded as NEET, up from 75 the previous year, although this is likely down to an increase in reporting.

- 3.4 For the first time boroughs were asked to provide data on ethnicity and disability. In total, ethnicity was provided for 71% of apprentices directly employed by boroughs.
- 3.5 Six local authorities were able to meet or exceed the 2.3% public sector target in 2019-20, up from two the previous year. The average performance against the target was 1.41% compared to 1.23% the year before.
- 3.6 As with previous years, a letter will be sent from Tim Shields (Chief Executive, LB Hackney and Lead CE for Skills) to the other London Chief Executives in early July. Tim asked members to have a final look at the data and to let him know as soon as possible if they had any further comment. The findings will also appear on London Councils' website and will be used to lobby the government for greater flexibility in using the levy, reminding colleagues that individual borough data will not be disclosed without prior permission from the borough in question, although this data would be disclosed if subject to a request under the Freedom of Information Act.
- 3.7 The Chair thanked Tim, advising there would not be time for detailed discussion as she wanted to allow enough time for colleagues under updates to have an open discussion on COVID-19. Jamie asked Tim whether there was a decrease in the raw numbers of young apprentices as well as the overall proportion. Tim said there was, although it was only a slight decrease and the principal reason for the proportional drop was the increase in apprenticeships for older people. Asked if there were any anecdotal evidence for the drop in supply chains, this was likely to be due to under reporting (data incomplete).
- 3.8 Ivan McDougall, City of London, said it was important to keep in mind that colleagues doing L2 and L3 are being progressed within their team/department and therefore new posts are not available. Boroughs will have a cap on recruitment and therefore there will be a natural levelling off. Ivan also said that a lot of people choose not to declare their ethnicity or disability and that the data collection template did not allow for boroughs to declare 'unknowns'. Acknowledging this, Tim advised that 71% of the data was covered but the rest remained unknown and he agreed that a new column to allow for 'unknowns/undeclared' would be included in next year's data collection template.
- Action (a): AMV to circulate presentation in post meeting note.
- Action (b): Members to email <u>Tim.gallagher@londoncouncils.gov.uk</u> with any further comments on the data before Friday 3<sup>rd</sup> July.
- Action (c): TG to revise data collection template for 2020-21 to allow for ethnicity and ability 'unknown/not declared'

# 4 Updates and discussion of Covid-19 impact on borough apprenticeships programmes:

#### London Councils

- 4.1 Tim reminded colleagues that the deadline for nominations for this year's Apprenticeship Awards was this Sunday 28th June. The event will now take place on a virtual platform and he is talking with London Councils communications team to make the event as impactful and enjoyable as possible. It was mentioned that some of what makes the awards so special was the central London location and the event itself. Tim said we will work to try and ensure that nominees and winners have as good an experience of the day as possible and will keep members updated.
- 4.2 London Councils is working with the GLA on social and economic recovery through the London Recovery Board and London Recovery Taskforce. London Councils and the GLA are aware of the important role apprenticeships should play in the recovery and we will be making the case to government that the apprenticeship system should be reformed to incentivise recruitment.
- 4.3 Finally, Tim reminded colleagues that there will be a short meeting following this one to continue the discussion on apprenticeships for care leavers and anyone wishing to join this meeting can do so by staying on the Teams call.
- 4.4 The Chair asked if anyone had any questions or comments for Tim. With regards to the award ceremony, Bridget Arnold, Royal Greenwich, asked whether a postponement had been considered. Tim advised that it had been discussed but the uncertainty of how long it could be before a live event could feasibly take place was such that a decision was made to go ahead with a virtual version. Members felt it was important that the winners achievements were fully recognised in any virtual platform ceremony.
- 4.5 Ivan Macdougall asked whether the LGA could co-ordinate transfers and if employers should be encouraged to do applications themselves, and if so, whether those apprenticeships could be counted towards a borough's public sector target. Jamie advised that transfers could not be included towards the public sector target but the LGA is lobbying government for this to change and that the LGA would not have the resources necessary to co-ordinate transfers. Tim advised that the London Progression <u>Collaboration</u> have resources available for levy-paying employers in London.

#### Local Government Association

4.6 Jamie said he would like to give an update on the survey results so far from a national perspective and talk about some of the lobbying work they have been doing. The LGA recently held a webinar on the results of the national survey and Jamie will send a link to Anna for onward circulation (although those already signed up to the newsletter and K-Hub will receive this directly). On a national level, apprenticeship starts are pretty even but are slightly down on 18-19. It is the first year in three which has not seen a leap in

the numbers of new starts lending support to the theory that there was always going to be a plateau at some point.

- 4.7 Levy spend has doubled (27% increase) but this is the first year that councils are losing money, approximately 150k per borough, equating to 3 million a month nationally, and which is still rising even though more councils are starting to use the levy.
- 4.8 The LGA has been lobbying on frameworks and expiry dates of levy funds. With the recent announcement of the government package to kick start apprenticeships as part of the economic recovery, the LGA will be lobbying for levy funds to be used to subsidise/pay salaries and/or help with administration costs. Jamie is having weekly calls with colleagues at the ESFA and when government proposals are announced they are planning to run a joint webinar on them.
- 4.9 During the pandemic, nationally and in London, recruitment has either been low or nonexistent, with the focus being on how best to support those who were already employed on an apprenticeship. A lot of delivery has moved online and it has been a real challenge for providers, employers and apprentices themselves. Some councils have been thinking about using the levy to up-skill or re-skill to support members of staff who have been re-deployed during the pandemic into their new roles.
- 4.10 Lastly, the LGA are putting together an online support package for councils that are considering becoming an employer/provider. They are looking at finding a way to fill the gap in the short term with the loss of the Business L2 framework and are in discussions with universities on providing higher level apprenticeships. Jamie ended his update by saying that members were free to email him directly with any queries.
- 4.11 The Chair thanked Jamie for his update adding that members would be keen to hear the results of the survey and hear the details of the government's recovery package when announced.
- 4.12 Opening the item to questions, it was asked whether there were any plans to change the2.3% target, Jamie advised that it is due to run until March 2021, and we do not yet know the government's intention beyond this.

#### Action (a): Jamie to circulate link to survey results webinar.

#### Education and Skills Funding Agency

4.13 Andy Lunn from the ESFA joined the meeting. The ESFA is working to bring in more flexibilities and they are also working to produce detailed guidance on remote delivery of apprenticeships to support the wider economic recovery from COVID-19. Colleagues are working to support apprentices who are at risk of redundancy or who are being made redundant. Account Managers are in contact with colleagues in boroughs who have external facing roles and work with SMEs and they are looking to run a webinar for employers in the near future.

- 4.14 In answer to a question, Andy confirmed there has been no change to Framework standards but there are discussions on introducing flexibilities in respect of the levy. He said that everything is pretty much still on the table but they hope to make an announcement soon which will be followed up with a webinar(s) in July/August. Andy confirmed public sector targets would remain the same.
- 4.15 Tim asked Andy if there were any further details available with regard to the Prime Minister's reference to an 'apprenticeship guarantee' for young people whose job prospects had been damaged due to the pandemic. Andy said this was currently with the Secretary of State but that the finer detail is expected to come down to policy officers soon. The Chair asked if there was any way we could feed into the process and Andy said he would take this back.
- 4.16 Discussion turned to the expiry of levy funds, Jamie remarked that 58% of respondents to the recent LGA survey had said they have lost money and that he expects this will reach 83% in the near future.
- Action (b): Andy to find out how London Councils/local authorities can feed into the development of an 'apprenticeship guarantee' and to feed back to members in due course.

#### ASG members

- 4.17 The Chair asked members to raise issues and share experiences during the period of COVID-19. Sharon Ould, London Borough of Hackney, wanted to ask colleagues whether they were extending contracts for existing apprentices due to finish their apprenticeships and if so, for how long (end of July, August etc). Hackney currently has a hold on recruitment and they do not want to release apprentices in the current economic climate. In response, Bridget advised that Greenwich is exercising robust flexibility on offering extensions that meet a business case. Ivan said they have extended contracts up to December and raised whether a mechanism could be put in place to use levy funds to pay salaries of apprentices. Eileen Gallagher, City of Westminster, said as employers they are being flexible and re-apportioning to cover extensions but that is difficult for training providers both administratively and economically.
- 4.18 Hackney offer FT Contracts and supports them during redeployment which starts 3 months before their planned placement end. Greenwich and Lewisham are also offering extensions during COVID-19, with lots of support and flexibilities. Eileen said it would depend on whether you extend an apprenticeship on the portal or just their FT contract. Iona Jackson-Benjamin, OneSource, Newham and Havering asked if you could extend an apprenticeship if it had actually ended. Vanita Nicholls, Ealing, said they contact apprentices weekly with motivational emails along with contacting managers to see how they might need support in managing in a remote environment.

- 4.19 Michael Marshall, London Borough of Camden, asked how colleagues were keeping apprentices engaged and how colleagues are supporting both them and managers during this time. The Chair noted that for younger, inexperienced apprentices, it will be more challenging. Eileen said they use a learner resource called 'Amazing Apprenticeships' and it is important to consider well being alongside training. How do vocational apprenticeships work on-line? Michelle Fitzgerald, London Borough of Brent, said they use an on-line magazine software package but it has been trial and error, seeing what works best whilst ensuring pastoral care as both an employer and provider. They are also looking at online learning including induction.
- 4.20 Michael said they have looked at using <u>Page Tiger</u>, setting up a peer group and encouraging managers to keep in touch with apprentices more than they would in normal times, which was echoed by Michelle. Bridget related that unbeknown to them, a struggling apprentice had been using an iphone to do their work, so identifying what tools an apprentice has is important.
- 4.21 It was suggested that some sort of platform could be set up online for the ASG to share information. Tim asked if anyone knew of a platform that we could use for sharing information online. Bridget said that the Knowledge Hub is a good platform although a London platform could be useful as well. Tim asked members to drop either himself of Anna an email if they were interested in looking into this further and with any suggestions.
- 4.22 Melody Thornton, London Borough of Waltham Forest, asked members if anyone was also experiencing difficulties with their DAS accounts. They had recently seen 4½k come out of their account for no apparent reason and the ESFA are looking into it. A number of members also said they were having issues with their DAS account with one seeing double payments to some levy transfer employers and one having 800k removed from their account last month with 900k replacing it this month and no-one can explain why!
- 4.23 Jack, Hammersmith and Fulham, asked if there was any interest in a diversity specific apprenticeship, helping BAME people into work. Members of the group were invited to let Jack know if this is something they would be interested in.

#### 5 AOB, close and next meeting

5.1 The Chair reminded members that the Care Leaver meeting was following on directly from this and all were free to join the meeting by staying on the Teams call. There was a final reminder that the deadline for awards nominations was this coming Sunday 28<sup>th</sup> June and lastly, colleagues were invited to be in touch with either Tim or Anna with any suggestions on how meetings can be improved on or with any suggestions for agenda items.

## Apprenticeship sub-group

Apprenticeshi	pay and levy survey Item: 4	
Date:	10 September 2020	
Contact:	Tim Gallagher	
Telephone:	020 7934 9916 Email: <u>tim.gallagher@londoncouncils.gov.uk</u>	
Summary Recommendat	<ul> <li>This paper proposes the approach for undertaking a survey of apprenticeship pay data and to establish how much of the apprenticeship levy boroughs have collectively spent across London.</li> <li>on Group members are asked to:</li> <li>1. note and comment on the proposed approach to conducting the survey and presenting its findings;</li> <li>2. agree this proposed approach.</li> </ul>	

#### Background

- Since 2016, London Councils has surveyed London boroughs annually to identify the different levels of pay to apprentices. London Councils is proposing to repeat the survey in October 2020. The aim of the survey is to provide a resource for boroughs to benchmark their pay against others.
- 2. Last year London Councils also surveyed boroughs to identify the amount of apprenticeship levy each borough has spent. The aim of this was to collect useful information for London Councils' lobbying purposes and to provide benchmarking data for boroughs. London Councils is proposing to collect this data again for the two year period from April 2018 up until March 2020. Boroughs' use of the levy during this period will not have been affected by the Covid-19 pandemic.

#### Approach to the surveys

3. The pay survey is short and straightforward, asking boroughs to provide the hourly rate of pay for apprenticeships at different levels. It also gives boroughs the opportunity to highlight any reasons for varying the hourly rate – for example, age of the apprentice or length of time on an apprenticeship. Last year's table for data collection is set out below.

Apprenticeship pay scales 2020	Additional comments	
At what grade(s) do you employ		
apprentices?		
How much are level 2 apprentices paid <b>per</b>		
hour?		
How much are level 3 apprentices paid <b>per</b>		
hour?		
How much are higher level apprentices paid		
per hour?		

Please use the additional comments box to highlight if you vary the hourly rate according to the age of the apprentice, the length of time on the apprenticeship or for another reason

#### Please provide all information as an hourly rate

- 4. With the introduction of the apprenticeship levy, apprentices in boroughs are increasingly a mix of new and existing staff (with existing staff now accounting for 55% of apprenticeships according to the 2018-19 data). The survey has focused on apprentices recruited into the organisations and their subsequent pay levels within each borough. This should remain the focus of the survey.
- 5. Once complete, the survey information has been presented to boroughs in the following ways:
  - As part of a paper to the Apprenticeship Sub-Group setting out the key findings and trends, with an anonymised list of the different borough responses (see Appendix 1 for the list)

- Circulated to the ASG with details by borough and grouped according to sub-regions.
- 6. London Councils recommends that we continue to present the survey findings in this way.
- 7. For the apprenticeship levy survey, we are proposing to ask the following questions:

Apprenticeship levy: figures for April 2018 2020	Additional comments	
Amount of apprenticeship levy available to		
your borough (£)		
Amount of apprenticeship levy spent (£)		

- 8. Last year we asked a further question about how much of the levy boroughs had committed to spending in the future. Boroughs interpreted the 'committed spend' in a range of different ways, meaning that the data was not comparable and we did not publish it.
- 9. We are proposing not to ask this question this year, as we feel that it unlikely to provide reliable data. Furthermore, given that any 'committed' amount would be spent during a period in which further levy payments are made, it wouldn't directly correlate with the figure generated from the first question. However, we would like to hear the ASG's views on this.
- 10. Once complete, this survey information would be presented in a similar way to the pay data:
  - As part of a paper to the Apprenticeship Sub-Group setting out the key findings and trends, with an anonymised list of the different borough responses
  - Circulated to the ASG with details by borough and grouped according to sub-regions.

### Recommendation

- 11. Group members are asked to:
  - 1. **note** and comment on the proposed approach to conducting the survey and presenting its findings;
  - 2. **agree** this proposed approach.



#### Appendix 1 - Apprentice pay levels in London boroughs, October 2019

Descriptor: the table in appendix 1 shows the data returns from each of the London local authorities 2019 and is anonymised. It is illustrative of how the pay scales data will be presented, column 1, how much level 2 apprentices are paid per hour, column 2, how much level 3 apprentices are paid per hour, column 3, how much higher level apprentices are paid per hour and column 4, is for any additional comments.

How much are L2 apprentices paid per hour?	How much are L3 apprentices paid per hour?	How much are higher level apprentices paid per hour?	Additional Comments
			L2 rates for first 12 months, then national rates; Higher level apprentices
£4.30	£7.52	Various	paid according to job specification.
£5.95	£5.95	Various	
£5.95	£5.95	Various	
£6.00	£8.21	Various	Higher level apprentices paid according to job specification.
£6.09	£8.54	£15.24	
£7.70	£8.21	£10.55 and above	L4 - £10.55; L5 - £10.55; L6 - £13.03; L7 - dependent on role
£8.01	£8.01	£10.55	
£8.21	£9.65-£9.72	Various	Higher level apprentices paid according to job specification.
£8.28	£8.28	£8.28	
£10.55	£10.55	£10.55 or higher	Higher level apprentices paid according to job specification.
			Higher level apprentices paid according to job specification. Pay rates
£10.55	£10.55	Various	increase at 6 months and 12 months.
£10.55	£10.55	£10.55	
£10.55	£10.55	£10.55	
£10.55	£10.55	£10.55	

£10.55	£10.55	£12.15 - £13.76	These are rates for newly-appointed apprentices
£10.55	£10.55	Various	
£10.55	£10.55	Various	
£10.55	£10.55	£12.49 and above	Level 4 - £12.49. L5 & above - various rates
£10.55	£10.55	£10.55 - £13.76	
£10.58	£10.80	Various	Higher level apprentices paid according to job specification.
£11.21	£11.21	Various	Higher level apprentices paid according to job specification.
£11.54	£11.54	£11.96 - £14.30	
			Higher level apprentices paid according to job specification. Amount given
£11.96	£11.96	£12.62	is for L4.
£4.96 - £8.21	£4.96-£8.21	£4.96-£8.21	Pay increases after 6 and then 9 months
£5.22 - £5.79	£6.52 - £7.59	£10.58 & £12.72	L4, 5 & 6 @ £10.58 and L7 @ £12.72
£5.30 - £8.21	£6.70 - £8.21	£8.10 - £13.03	L4 - £8.10 - £9.16; L5 - £9.50 - £11.09; Level 6/7 - £10.90 - £13.03.
£5.30 - £8.21	£6.70 - £8.21	£8.10 - £13.03	L4 - £8.10 - £9.16; L5 - £9.50 - £11.09; Level 6/7 - £10.90 - £13.03.
			Rates are for new starters on the council apprenticeship scheme; trainees
£6 - £8.21	£8.21 - £10.55	£10.55	and staff are paid as per their graded job roles
			Apprentices are paid NMW in Year 2. Higher level apprenticeships have
£6 - £8.21	£6 - £8.21	Various	only been taken up by existing staff.
£6.15 - £8.21	£6.15 - £8.21	£6.15 - £8.21	
£8.21 - £10.55	£8.21 - £10.55	£8.21-£10.55	NLW paid for the first 6 months, LLW thereafter
£11.63 - £11.84	£12.06 - £12.27	£12.49 - £16.33	
Various	Various	Various	Higher level apprentices paid according to job specification.