

## EMPLOYER GUIDE TO...

# APPRENTICESHIPS

THERE IS NO BETTER TIME TO TAKE ON APPRENTICES TO GROW TALENT AND DEVELOP A MOTIVATED, SKILLED AND QUALIFIED WORKFORCE.

### WHAT IS AN APPRENTICESHIP?

An apprenticeship is a genuine job with an accompanying assessment and skills development programme. It is a way for individuals to earn while they learn gaining valuable skills and knowledge in a specific job role. The apprentice gains this through a wide mix of learning in the workplace, formal off-the-job training and the opportunity to practise new skills in a real work environment. Apprenticeships benefit employers and individuals, and by boosting the skills of the workforce they help to improve economic productivity.

### BENEFITS OF HIRING APPRENTICES

Hiring an apprentice is a productive and effective way for any business to grow talent and develop a motivated, skilled and qualified workforce. Employers who have an established apprenticeship programme reported that productivity in their workplace had improved by 76% whilst 75% reported that apprenticeships improved the quality of their product or service. Other benefits include increased employee satisfaction, reducing staff turnover and reducing recruitment costs.

**Apprenticeships are a great succession planning tool for workforces - Creating your future workforce.**

### AGE RELATED INCENTIVES

For all 16-18 (or 16-24 with Education Health Care Plan) employers receive £1000 for new apprenticeship starts.

### COSTS OF APPRENTICESHIP TRAINING FOR EMPLOYERS

If you are an Employer with a pay bill of less than £3 million a year, you will not pay the Governments Apprenticeship levy and at least 95% of the apprenticeship training and assessment costs in England will be paid for by the government on your behalf. The government then asks employers to make a 5% cash contribution to the cost, paid directly to the provider.

However, if the apprentice is aged 16-18 the 5% fee is waived, and the government covers all fees.

If you are a Levy paying employer then 100% of the costs are covered through your levy.

### NEW INCENTIVES FOR APPRENTICE EMPLOYERS

In response to the challenges faced by businesses during the Covid-19 pandemic, from 1st August 2020, employers will be eligible to receive a new incentive payment for hiring a new apprentice.

Age band of apprentice	Incentive payment
16 - 24	£2000
25+	£1500

These incentives will be paid in two payments via a digital apprenticeship account at 90 and 365 days of the apprenticeship.

## WORCESTERSHIRE EMPLOYER SUPPORT

In addition to this Government funding, there are local district grants available for between £1000 - £2100, depending on sector and eligibility, to support employers taking on a new apprentice.

DISTRICT	AVAILABLE GRANTS	BUSINESS SIZE	ELIGIBLE SECTORS OR QUALIFICATION	GRANT AMOUNT	APPRENTICE AGE
REDDITCH AND BROMSGROVE	One grant per business. Business and apprentice MUST have district postcode.	<250	Manufacturing, Digital, Creative and IT, Life and Health, Sciences, Construction, Logistics, Leisure and Tourism	£1500	Any age
WYRE FOREST	No more than 1 current apprentice or previously employed no more than 1 apprentice. Maximum 2 grants per business. Must not have had a Wyre Forest grant in last 2 years. Business and apprentice MUST have district postcode.	<200	Accounting, Business administration, Engineering, Manufacturing, Team leading, Management, Social Media, ICT professional, Social Media / Digital Marketing	£1500	Any age
MALVERN HILLS	Maximum of £10,000 over a 5 year period	<250	Engineering, Manufacturing, IT, Cyber, Agriculture, Horticulture, Hospitality L3, Construction	L2/3 £1000 L4+ £1500 additional £100 for low carbon businesses	Any age
WYCHAVON	Based on business postcode	<250	Engineering, Manufacturing, IT, Cyber, Agriculture, Horticulture, Low Carbon, Hospitality, Construction	£1000	16-24 years
WORCESTER	1 Grant per business based on business postcode	<250	Digital, Tourism, Hospitality, Leisure, retail, Creative, Cultural, Construction, Engineering, Manufacturing, Professional Services	£1000	16-24

## EXAMPLES

If you are a North Worcestershire employer and your new apprentice (aged 16-18) is located within the Bromsgrove District or Redditch Borough then you may be eligible for grants / incentives to the value of £4500. An employer in Wychavon who recruits an advanced apprentice aged 23 could be eligible to receive £3500 in grants / incentives.

## INTERESTED?

For more information and support around Apprenticeships please contact Worcestershire Apprenticeships on **0300 666 3 666** or email [info@worcsapprenticeships.org.uk](mailto:info@worcsapprenticeships.org.uk)



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