
HUMBER, COAST AND VALE APPRENTICESHIP PROJECT PROGRESS REPORT NOVEMBER 2020



Humber, Coast and Vale Apprenticeship Project Progress Report

November 2020

Project Aims and Scoping

The original objective of the project was to increase the number of GP practices that have DAS accounts in order to increase the growth of the apprenticeship workforce, whilst maximising the usage of the apprenticeship levy across Humber, Coast and Vale. A project manager came into post January 2020 to lead on this work.

During the original scoping conversation, trying to identify how many practices had DAS accounts, it became apparent that the practice managers were reluctant to set up DAS accounts as they didn't fully understand how apprenticeships work or what relevance apprenticeships had to their practice. Unfortunately, due to Covid-19 and the project teams' redeployment, this scoping work had to stop during March to June 2020; we therefore never fully gauged the number of GP practices that had DAS accounts prior to the project commencement, information can be found in appendix 1. In addition, we completed a scoping exercise to ascertain how much levy was available within HCV organisations; this can be provided.

Project Objectives

In light of the original scoping feedback/findings the focus of the project has developed, with much of the work involving working with GP practices to engage in workforce planning and development and supporting the use of apprenticeships to sustainably develop and grow their workforce. In addition, we provided education on how apprenticeships fit into the employers' organisation, along with the types of apprenticeships on offer and how these can be used to bridge workforce gaps. This has then led to supporting colleagues with the setting up and management of their digital apprenticeship account and levy transfers. The project has been further extended to include support to care/nursing homes and hospices.

Objectives until the end of the project:

- Support GP practices, health and social care organisations and hospices with workforce planning and the use of apprenticeships to create new roles and upskill current employees.
- Increase apprenticeship numbers in all health and social care settings.
- Support with the apprenticeship digital account in smaller provider organisations prioritising GP practices and facilitating levy transfers from other organisations.
- Host a number of webinars on a variety of topics relating to workforce development and apprenticeships; delivered by a range of experts
- Enable colleagues to access government apprenticeship funding initiatives.
- Extend the project to include traineeships to strengthen the pipeline into health and social care careers, particularly in General Practice and smaller organisations.

Progress/highlights to date

We have secured £274,500 worth of levy transfer since January 2020 (as of 2/11/2020), funding 45 apprenticeships, of these 9 are newly created roles/vacancies. A highlight of the data can be seen in the table below, full information can be found in appendix 3.

| Organisation | Apprenticeship Standards | Number of Apprentices | Transfer amount |
|--|--|-----------------------|-----------------|
| East Riding County Council | Senior Healthcare Support Worker Lead Adult Care Worker Level 3 Lead Adult Care Worker Level 3 Leader in Adult Care Level 5 Adult Care Worker Level 2 | 5 | £21,000 |
| Northern Lincolnshire and Goole NHS Foundation Trust | Nursing Associate Level 3 business administration Senior Healthcare Support Worker Customers Service Level 2 Team Leader supervisor level 3 IT solutions technician Customers Service Level 2 Leader in Adult Care L5 | 22 | £154,500 |
| North Yorkshire County Council | Customers Service Level 2 Level 3 business administration Lead Adult Care Worker Level 3 Leader in Adult Care Level 5 Healthcare Cleaning Operative Level 2 Adult Care Worker Level 2 Lead Practitioner in Adult Care Level 4 Production Chef Level 2 | 16 | £69,000 |
| NHS Digital | Nursing Associate | 2 | £30,000 |

25 DAS accounts set up in GP practices and 7 DAS accounts set up in health and social care settings.

We have developed a HCV apprenticeship guide, along with a workforce planning guide and tools.

We have created a Traineeship pilot, with 6 young people gaining vital work experience in general practices, 2 of these individuals are progressing to apprenticeships.

We have hosted 8 webinars with 148 participants on the following topics:

- Trainee Nursing Associates x2
- Traineeships x2
- Business Admin and Customer Service apprenticeships in Healthcare x2
- Workforce Planning in Primary Care
- Apprenticeships in Nursing in Primary Care

Three more Webinars are scheduled to take place prior to the Christmas break. Weekly newsletters are created and circulated to GP practice and health and social care organisations sharing information on apprenticeship standards which they may not have been aware of.

We are supporting a clinical coding apprenticeship pilot in which the training provider has developed bespoke standards to meet the needs of primary care.

We are working with Selby College and key colleagues to develop a bespoke apprenticeship offering for practice managers.

Risks/Challenges

The Covid-19 pandemic resulted in the secondment of the project team for 4 months, and a need to pause all contact with GP Practices and Care Homes. Unfortunately, this resulted in a loss of time and momentum for the project. There is a risk that the second wave of the pandemic will result in another pause in the project.

Challenges in GP practices which result in their inability to have the time to have discussions around workforce. Development of PCNs have meant changes in leadership still being embedded along with workforce strategies still under consideration

Feedback from Colleagues

We have created a feedback sheet and have shared this with colleagues. Feedback collated so far has been extremely positive and encouraging, full replies are available but I have included some excerpts below.

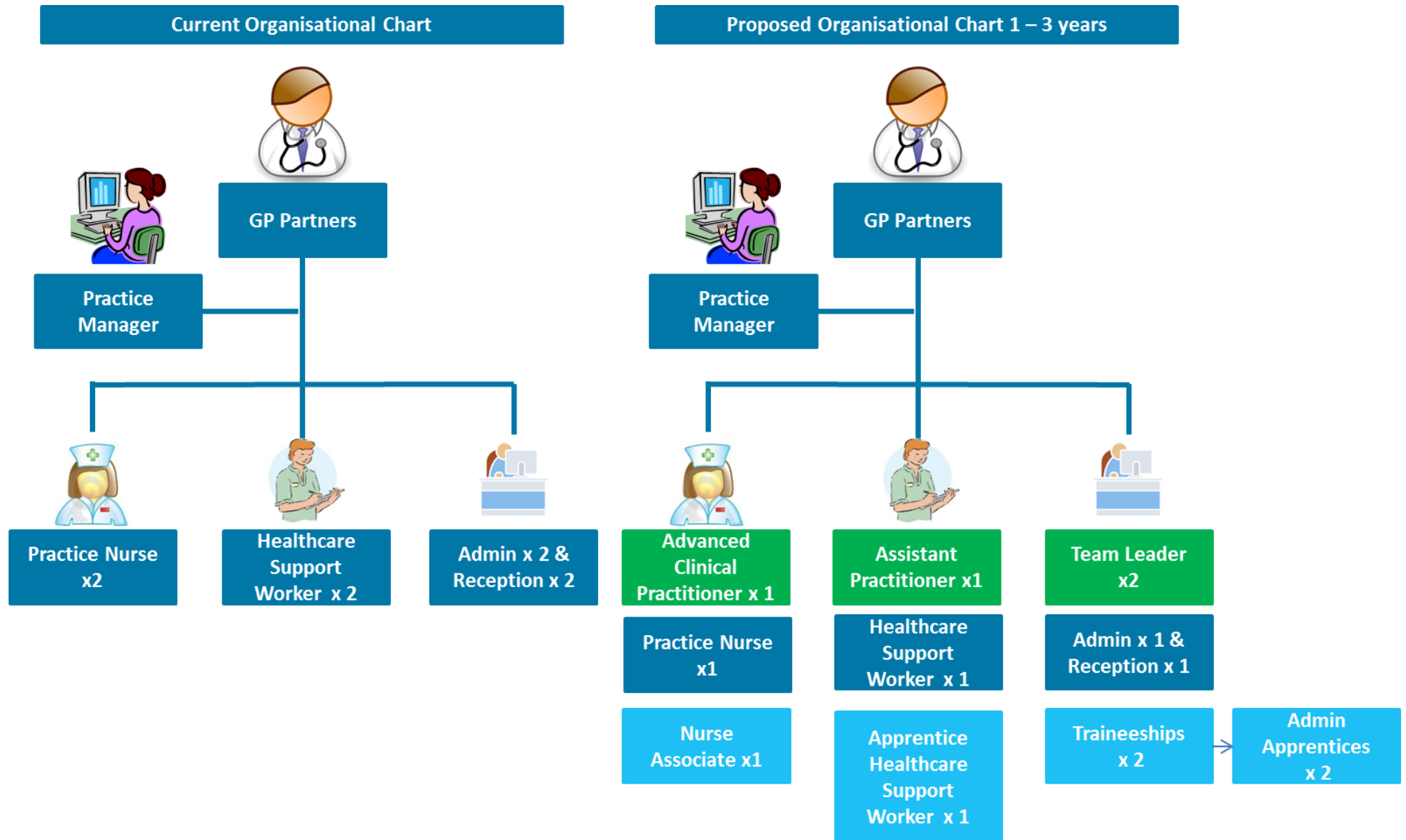
'As Apprenticeship Lead for our Practice I have found the expertise of the workforce consortium invaluable. It has saved the surgery a lot of time and resources and ensured the smooth running of the practice to support new and existing staffs' development needs.'

'Not only has the support helped to provide new and alternative methods of employment within the NHS, the Workforce Consortium has assisted the surgery in the continual education of our current staff and their career progression.'

'Although we'd previously considered an apprenticeship our previous experience with training providers had been poor so we were not going to proceed, engaging with Workforce Consortium changed that completely.'

'We have had amazing support from the consortium with regards to funding and levy transfers. This has been an invaluable tool when proposing new employment requests to our Business Manager and Partners'.

Below is an infographic of the workforce plan we completed with a GP surgery, the green boxes indicate the substantive staff who are going to undertake apprenticeships to develop into new roles. The pale blue indicates new roles created using apprenticeships.



Appendix 1

| 167 practices across HCV I think you should also break this down by CCG area | |
|--|-----|
| 33 reported to have DAS account | 20% |
| 12 said they do not have an account and do not currently wish to set one up | 7% |
| 24 accounts set up by the project | 14% |
| 57 Practices have accounts (as of 4/11/2020) | 34% |

Das account data by CCG

| CCG | Number of Practice | Practices reporting to have accounts prior to the project | Set up by the project | No contact/reply from practice |
|--------------------------|--------------------|---|-----------------------|--------------------------------|
| North East Lincolnshire | 26 | 11 | 1 | 14 |
| East Riding of Yorkshire | 30 | 8 | 4 | 18 |
| Hull | 33 | 3 | 1 | 29 |
| North Lincolnshire | 19 | 3 | 5 | 11 |
| Scarborough and Ryedale | 12 | 4 | 3 | 5 |
| Vale of York | 26 | 3 | 5 | 18 |
| HRW | 21 | 1 | 5 | 15 |
| | 167 | 33 | 24 | 110 |

Appendix 2

| Oct-20 | CCG | Apprenticeship | Number of Apprentices | New or Substantive Staff | Transferor | Transfer Amount | Training Provider | Course Start Date |
|----------------------------------|--------------------------|--|-----------------------|--------------------------|----------------|-----------------|-----------------------|-------------------|
| Roxton Practice | North East Lincolnshire | Nursing Associate | 1 | SS | NLaG | £ 15,000.00 | Hull University | Jan-21 |
| Woodford Medical | North East Lincolnshire | Nursing Associate | 1 | SS | NLaG | £ 15,000.00 | Hull University | Sep-20 |
| Bartholomew Medical | East Riding of Yorkshire | Nursing Associate | 1 | SS | NHS Digital | £ 15,000.00 | Hull University | Jan-21 |
| James Alexander Practice | Hull | Nursing Associate | 1 | SS | NHS Digital | £ 15,000.00 | Hull University | Jan-21 |
| Eastfield Medical Centre | Scarborough and Ryedale | Nursing Associate | 1 | SS | NLaG | £ 15,000.00 | CUS | Jan-21 |
| Littlefield Surgery | North East Lincolnshire | Nursing Associate | 1 | SS | NLaG | £ 15,000.00 | University of Hull | Sep-20 |
| Park View Surgery | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | N | NLaG | £ 4,500.00 | Lifetime training | Sep-20 |
| Park View Surgery | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | Sep-20 |
| Park View Surgery | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | Sep-20 |
| Leyburn Medical Practice | HRW | Customers Service Level 2 | 1 | N | North York CC | £ 3,500.00 | Lifetime training | Oct-20 |
| Eastgate Medical Group | East Riding of Yorkshire | Senior Healthcare Support Worker | 1 | N | East Riding CC | £ 5,000.00 | Lifetime training | Oct-20 |
| Eastgate Medical Group | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | N | NLaG | £ 4,500.00 | Lifetime training | Oct-20 |
| Eastgate Medical Group | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | N | NLaG | £ 4,500.00 | Lifetime training | Oct-20 |
| Eastgate Medical Group | East Riding of Yorkshire | Level 3 Business Administration (AMSPAR) | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | TBA |
| Eastgate Medical Group | East Riding of Yorkshire | Team Leader supervisor level 3 | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | TBA |
| Eastgate Medical Group | East Riding of Yorkshire | Team Leader supervisor level 3 | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | Oct-20 |
| Tollerton Surgery | Vale of York | Level 3 Business Administration (AMSPAR) | 1 | N | North York CC | £ 4,500.00 | Lifetime training | Sep-20 |
| Ashby Turn Primary Care Partners | North Lincolnshire | Level 2 Customer Service | 1 | N | NLaG | £ 3,500.00 | Lifetime training | Oct-20 |
| Ashby Turn Primary Care Partners | North Lincolnshire | Level 2 Customer Service | 1 | N | NLaG | £ 3,500.00 | Lifetime training | Oct-20 |
| Ashby Turn Primary Care Partners | North Lincolnshire | Senior Healthcare Support Worker | 1 | SS | NLaG | £ 5,000.00 | Lifetime training | Oct-20 |
| Fieldhouse Medical Centre | North East Lincolnshire | Team Leader supervisor level 3 | 1 | SS | NLaG | £ 4,500.00 | Lifetime training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Lead Adult Care Worker Level 3 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Leader in Adult Care Level 5 | 1 | SS | North York CC | £ 7,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Healthcare Cleaning Operative Level 2 | 1 | SS | North York CC | £ 4,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Adult Care Worker Level 2 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Adult Care Worker Level 2 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Adult Care Worker Level 2 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Lead Practitioner in Adult Care Level 4 | 1 | SS | North York CC | £ 7,000.00 | Logistics UK Training | Oct-20 |
| The Lodge | Scarborough and Ryedale | Lead Adult Care Worker Level 3 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| Woodlands Nursing Home | Scarborough and Ryedale | Leader in Adult Care Level 5 | 1 | SS | North York CC | £ 7,000.00 | Logistics UK Training | Oct-20 |
| Woodlands Nursing Home | Scarborough and Ryedale | Production Chef Level 2 | 1 | SS | North York CC | £ 5,000.00 | Logistics UK Training | Oct-20 |
| Woodlands Nursing Home | Scarborough and Ryedale | Lead Adult Care Worker Level 3 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| Ashby Turn Primary Care Partners | North Lincolnshire | Infrastructure Technician – Level 3 | 1 | SS | NLaG | £ 15,000.00 | Impact Futures | Nov-20 |
| Ancora | Vale of York | Senior Healthcare Support Worker | 1 | SS | NLaG | £ 5,000.00 | Lifetime training | TBA |
| Leven and beford Surgery | East Riding of Yorkshire | Level 2 Customer Service | 1 | N | NLaG | £ 3,500.00 | Lifetime training | TBA |
| H&S Care Professionals Ltd | Hull | Leader in Adult Care L5 | 1 | SS | NLaG | £ 7,000.00 | Logistics UK Training | Sep-20 |
| Sabrina Care - Meadowfield | Hull | Leader in Adult Care L5 | 1 | SS | NLaG | £ 7,000.00 | Logistics UK Training | Aug-20 |
| Sabrina Care - Rosegarth | Hull | Team Leader/Supervisor | 1 | SS | NLaG | £ 4,500.00 | Logistics UK Training | Sep-20 |
| The Old School House | East Riding of Yorkshire | Lead Adult Care Worker Level 3 | 1 | SS | East Riding CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Old School House | East Riding of Yorkshire | Lead Adult Care Worker Level 3 | 1 | SS | East Riding CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| The Old School House | East Riding of Yorkshire | Leader in Adult Care Level 5 | 1 | SS | East Riding CC | £ 7,000.00 | Logistics UK Training | Oct-20 |
| Glenfields Care Home Ltd | East Riding of Yorkshire | Adult Care Worker Level 2 | 1 | SS | East Riding CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| Supporting Choice Ltd. | Scarborough and Ryedale | Lead Practitioner in Adult Care Level 4 | 1 | SS | North York CC | £ 7,000.00 | Logistics UK Training | Oct-20 |
| Supporting Choice Ltd. | Scarborough and Ryedale | Lead Adult Care Worker Level 3 | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| Supporting Choice Ltd. | Scarborough and Ryedale | Lead Adult Care Worker | 1 | SS | North York CC | £ 3,000.00 | Logistics UK Training | Oct-20 |
| MOORVIEW CARE LIMITED | Hull | Healthcare Support worker | 10 | SS | | £ 30,000.00 | Learning Curve | Nov-20 |
| MOORVIEW CARE LIMITED | Hull | Leader in Adult Care L5 | 1 | SS | | £ 7,000.00 | Learning Curve | Nov-20 |
| | | Transfers TBC | | | | | | |
| | | Requested | | | | | | |
| | | Authorised | | | | | | |