

**Sector Skills Councils**

**A network of UK wide Sector Skills Councils (SSCs) has been set up to lead the skills and productivity drive in industry or business sectors recognised by employers. They bring together employers in their sectors, learning providers, trade unions and professional bodies to work with the Welsh Assembly Government to develop the skills that businesses in Wales need.**

Each SSC agrees sector priorities and targets with its employers and partners to address five key goals, which are to:

* identify and articulate their sector’s skills needs;
* help develop more responsive provision to meet business needs;
* provide the business case for skills;
* engage employers in skills development;
* influence skills policy.

**The IMI is represented in Wales by Colin Williams MIMI, an IMI Nation Manager responsible for working with employers and maintaining close links with the Welsh Assembly Government.**

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**Free Skills Review**

**Free Skills Review is a free skills diagnostic of your business that is carried out to get a good understanding of your training needs.**

There are many different training options for businesses in Wales.

However, not all the programmes will suit your needs – so it’s imperative that you select carefully and get a training plan that works best for you.

That’s where the experience of your skills people advisor will be invaluable.

**How does it work?**

Your business is unique. In order to provide you with professional and practical guidance, your advisor first needs to have a thorough understanding of the strengths and weaknesses of your entire team.
Your advisor will:

* carry out a free skills diagnostic of your business;
* assess your team’s learning needs;
* prepare a training plan;
* help you source and organise an approved training provider;
* help you secure funding, if available;
* follow-up with help to implement your training plan successfully.

If it’s suitable, your advisor can also set up a more general review of your entire business on your behalf.

**How much will it cost?**

**Nothing at all.** This skills review is carried out free of charge and with absolutely no obligation, so you have nothing to lose and your business has everything to gain.

**Where next?** For more information, contact our skills people success helpline on

0845 60 661 60 or email the team on businessskillshotline@wales.gsi.gov.uk

**Apprenticeships in Wales**

Find out how Apprenticeships in Wales can help you.

The Welsh Government believes in and supports Apprenticeships in Wales as they fuel the future essential skills base of our nation. Apprenticeships in Wales help to inspire success in the individual and bring huge benefits to the workplace. We currently offer a number of initiatives to encourage employers to recruit more apprentices. One of the most popular is the Young Recruits Programme. This is an all Wales programme that provides funding to employers offering high quality apprenticeship programmes who recruit and train additional young apprentices (16-24 yrs old).

**Employers: Can You Make Someone Great?**

Come and join the 81% of business that say employing apprentices makes their workplace more productive. By becoming involved in Apprenticeships in Wales, you are creating a more responsive, motivated workforce with the key skills and experience you need.

Apprentices can do great things for their employers. But they need the chance to work and train. The Welsh Government pays the external training costs, leaving you to pay only for the wage of the trainee.

**The Welsh Government is supporting young learners aged between 16 and 24 years of age through intensive training to put them on the pathway to becoming an apprentice.**

**Discover your Pathway to an Apprenticeship**

We are offering Pathways into all of the key skills areas across Wales, whether you’re a young person struggling to get into work or an employer that wants to attract high calibre people, Pathways to Apprenticeship can help.

Working in partnership with Sector Skills Councils and Further Education colleges, the Welsh Government, part financed by the European Social Fund, introduced the Pathways to Apprenticeship programme in 2009. It’s a great chance for young people to learn skills and gain vital work experience that will get their career off to a flying start. While giving employers an ‘in depth’ look at potential entrants to their industry and access to pre-trained, motivated young people. A fantastic opportunity all round.

**Jobs Growth Wales**

The Jobs Growth Wales programme commenced in April 2012 and will create 4,000 jobs a year for job ready young people throughout Wales.

The programme caters for young people that are job ready but have had difficulty securing employment. The Jobs Growth Wales programme provides unemployed young people aged 16-24, with a job opportunity for a six month period paid at national minimum wage. Participants will be paid at or above the national minimum wage for a minimum of 25 hours per week.

Young people will be employed for the duration of the programme and the jobs created must be additional to, and not replace, positions that would otherwise be filled. The ambition for the programme is that all of the job opportunities will be sustained by the host employer after the 6 months has completed. All job vacancies are advertised through the [‘Jobs Growth Wales Live’ system on the Careers Wales website (external link)](http://www.careerswales.com/16to19/server.php?show=nav.9157).

**Are you an employer who could create a 6 month job opportunity for a young person within your company?**

Do you have plans to grow your business and the ambition to make the job sustainable for that young person at the end of the 6 months?

If so, Welsh Government could help you by paying the salary costs for a young person at the appropriate national minimum wage rate for a six month period. They will also pay your National Insurance contributions and support you with recruitment.

You will need to demonstrate and sign up to the following criteria as part of the terms and conditions for participation:

* This job is additional to the existing workforce
* The company has identified growth plans
* The intention is that the job becomes sustainable following the 26 week placement
* There is currently no recruitment activity underway for this post
* The job has not been created to cover sickness leave or maternity leave
* This post will not result in the displacement of any existing employees
* This job opportunity provides valuable work experience
* The participant will be paid at least the National Minimum Wage for their age
* The opportunity is for 6 months (26 weeks)
* The working hours are between 25 and 40 hours per week
* Where an employer has previously accessed the programme they must be
able to demonstrate the sustainability of the previous posts before being eligible for further support.

**Other useful information**

Participants must be paid at or above the national minimum wage rate as appropriate for their age. Welsh Government will not reimburse costs in excess of the appropriate NMW.

The employer must agree a fixed contracted number hours of employment for the duration of the 26 weeks. The contracted hours must be between 25 hours and 40 hours per week. Welsh Government will not reimburse costs where attendance is in excess of the number of contracted hours specified in their contract of employment.

Participants must have a contract of employment which notifies in writing their terms and conditions of employment with the employer upon starting the programme.

Young people need to be gainfully employed for the duration of the programme and the jobs created must be additional to, and not replace, positions that would otherwise be filled. For recruitment to the programme to take place there must be an individual job description which outlines the structure and scope of the job role that the participant will undertake. Furthermore they must be notified in writing of any subsequent changes to their terms and conditions or job duties.

WG have designated management agents who take away the bureaucracy and support you by:

* Advertising the job opportunities for you through Jobs Growth Wales Live (link)
* Sourcing candidates, undertaking the sift and ensuring that candidates referred to you are job ready and meet your criteria
* Reimburse you with the appropriate National Minimum wage plus the National Insurance contributions applicable to their contracted hours
* Support you and the young person for the duration of the 6 month opportunity.

The ambition for the programme is that all of the job opportunities will be sustained by the host employer after the 6 month opportunity has been completed.

If an employer has previously accessed the programme and wishes to reapply they will have to demonstrate the sustainability of the previous job opportunity created before being considered further support through the programme.

**Who do you contact if they want more information?**

You may be able to receive a further 12 month support package available through the Young Recruits programme if take the young person on for an Apprenticeship.

Please refer to the “Young Recruits Programme” page in the Apprenticeship section for more information on this.

http://wales.gov.uk/docs/dcells/publications/120518employerleafleten.pdf

**Young Recruits Programme**

The Young Recruits Programme is an all Wales programme that provides financial support to employers offering high quality apprenticeship programmes to recruit and train additional young apprentices (16-24 year olds).

**What exactly is the Young Recruits Programme?**

Targeted support will be made available to create additional opportunities for young people to access quality apprenticeship places. The programme can benefit:

* Large employers that already offer high quality apprenticeship programmes who are able to expand their programmes to take on additional learners;
* Small and medium sized employers working individually or in partnership to offer additional apprenticeship opportunities where there is a need to maintain a highly-skilled workforce for when the economy recovers.

**Young Recruits Programme Eligibility Criteria**

All employers must:

* be able to offer (a) full time additional apprenticeship place(s), ie. a minimum of 25 hours including time with the provider;
* be paying the appropriate minimum wage for apprentices (or any other National Minimum Wage regulation that may apply);
* be able to evidence payment to their learner with certified copies of wage slips or bank statement. Without this evidence, we are unable to offer the support.

All learners must:

* be between the ages of 16 and 24 at time of application;
* be living and/or working in Wales;
* have been employed by the applicant for no longer than 10 weeks at time of application;
* be enrolled upon a level 2 or level 3 apprenticeship framework with a Welsh Government-contracted work based learning provider.

**What is the financial support?** An enhanced wage subsidy of £3,900 over 52 weeks will be paid to employers, subject to the eligibility criteria and evidential requirements being met (not applicable to the public sector). The wage subsidy will be paid in instalments of £100 for 26 weeks and £50 for the remaining 26 weeks. **Contact your local Work Based Learning Provider or Careers Wales on 0800 100 900**

**Sector Priorities Fund Pilot programme (SPF pilot) or (SPFP)**

**The Sector Priorities Fund Pilot Programme (SPFP) has now been extended until December 2014.**

The SPFP programme aims to pilot strategic project activity with Sector Skills Councils (SSCs) in order to inform recommendations which will ensure that the delivery of post-16 skills provision is more responsive and aligned to the needs of employers. Whilst initial project ideas can be generated by any of our strategic partners, SSCs are expected to be involved in the design and development of all project concepts as they will submit the final application to Welsh Government.

To find out more please click on the SPFP prospectus below which provides an overview of the programme, including aims, objectives and expected outputs. If you have any queries regarding the programme, please contact the Sector Priorities Fund Pilot Programme Team via e-mail: SectorPrioritiesFundPilot@wales.gsi.gov.uk

**This project is part financed by the European Social Fund through the Welsh Government.**

**http://wales.gov.uk/docs/dcells/publications/130114spfpprospectusen.pdf**

**Aim** The SPFP Programme aims to pilot strategic project activity with Sector Skills Councils (SSCs) in order to inform recommendations, which will ensure that the delivery of post-16 skills provision is more responsive and aligned to the needs of employers.

**Objective** To deliver innovative training support programmes capable of raising and widening the overall skills levels of participants engaged as part of the SPFP Programme and, by reviewing initial benchmarks and learning plans, at the completion of SSC projects, measure the impact on career progression and overall pay and skills levels.

**IMI** **Project Summary** To provide opportunities for employers in the automotive sector to develop their technical skills of the workforce through delivery of bespoke training in vehicle diagnostics systems. Training courses must be pitched at Level 3 and must result in the candidate being able to successfully complete assessment criteria. The assessment criteria must be approved as Level 3 by an OfQual recognised awarding body and there must be a process in place governing the quality assurance of certification which involves the awarding body. Courses will be between 15 and 45 guided learning hours in length – however otherwise Providers are encouraged to develop or utilise their own innovative solutions to this skills need.

**All of the above documents are available in the medium of Welsh by following the appropriate link below:**

**Free Skills Review**

<http://wales.gov.uk/topics/educationandskills/skillsandtraining/freeskillsreview/?skip=1&lang=cy>

**Apprenticeships in Wales**

<http://wales.gov.uk/topics/educationandskills/skillsandtraining/apprenticeships/?skip=1&lang=cy>

**Pathway to Apprenticeships**

<http://wales.gov.uk/topics/educationandskills/skillsandtraining/apprenticeships/pathway/?skip=1&lang=cy>

**Jobs Growth Wales**

<http://wales.gov.uk/topics/educationandskills/skillsandtraining/jobsgrowthwales/?skip=1&lang=cy>

**Young Recruits Programme**

<http://wales.gov.uk/topics/educationandskills/skillsandtraining/apprenticeships/youngrecruitsprogramme/?skip=1&lang=cy>

**Sector Priority Fund Programme (SPFP)**

<http://wales.gov.uk/topics/educationandskills/allsectorpolicies/europeansocialfund/projects/spfp/?skip=1&lang=cy>