

Apprenticeship Levy Support

Information for training providers delivering apprenticeships in Leeds City Region

4 November 2019



Apprenticeship Levy Support

Leeds City Region Enterprise Partnership's Apprenticeship Levy Support service launches today, with the aim of supporting levy businesses to fully utilise their apprenticeship levy, increasing apprenticeship opportunities across the City Region.

The service is being launched in two phases:

- **Phase 1** launched today, with a call to action to levy paying businesses, to use their levy funding to fund more apprenticeship opportunities across the City Region.
- **Phase 2** is expected to launch in early December and will give training providers the opportunity to contact us, with details of the apprenticeships for non-levy businesses, which are at risk of not starting if funding is not secured.

We've taken this phased approach to gauge interest from levy businesses, before we ask training providers to contact us, with details of the non-levy apprenticeships which require funding. If there is a lack of interest from businesses interested in transferring their levy, to support apprenticeships in other organisations, this will impact on our planned support.

Training providers do not need to do anything until Phase 2, but we wanted to let you know in advance what support we're putting in place, in response to reports of funding challenges which are impacting on apprenticeship starts.

Set in the context of the current national funding challenges, it is more important than ever, that levy businesses are encouraged to use their levy, to benefit their own organisation, local businesses and communities.

We expect to issue further information to training providers, in early December, but in the meantime here is a summary of what's happening:

Phase 1 – launch 1 November 2019

Leeds City Region's businesses pay millions of pounds in apprenticeship levy each year. Some of that funding is expiring in apprenticeship service accounts, when it could be used to fund more apprenticeships, within the levy payer's own organisations and/or in other local businesses.

A call to action has been issued to levy paying businesses to raise awareness of apprenticeships, the levy and levy transfers and the support available. Businesses are encouraged to contact us, via our [website](#), if they are interested in transferring their levy. If they want to use their levy to fund their own apprentices, information on how they can get free and impartial advice from the Leeds City Region Employment Hub is provided.

Phase 2 – early December 2019

Once we've established the level of interest from levy businesses, we will issue a second call to action to training providers.

This call will ask training providers to contact us with details of **apprenticeships at risk of not starting if funding is not secured**. Following this we will aim to facilitate introductions between training providers and levy paying businesses to discuss a levy transfer. While we will endeavour to facilitate introductions, so training providers and levy businesses can discuss a potential transfer, we cannot guarantee that a transfer will be agreed and as a result, that apprenticeships at risk will secure funding.

We are asking training providers to contact us, rather than the non-levy businesses, in recognition of your expertise in supporting businesses to use the digital apprenticeship service, particularly on-boarding businesses onto the system. Businesses are likely to need support with any agreed levy transfer and you are perfectly placed to provide that support.

While we wait for the second call to action, what happens if we are approached by a non-levy business but we have committed all our non-levy allocation?

If a non-levy paying business approaches your organisation as their preferred provider but you have insufficient non-levy funding remaining to co-invest, the business has two options.

The business can try and find an alternative training provider, which delivers the required apprenticeship standard AND still has funding available.

Or if that is not an option, you can register details of the apprenticeship and the funding needed, on behalf of the business, in early December following the second call to action.

Entry on our register does not guarantee an introduction will be facilitated or that funding will be secured from a levy transfer and the business will need to be made aware of this.

Find out more

Visit our [website](#). The website will be updated in early December with further information for training providers, including steps to take to register details of the apprenticeships at risk of not starting and what funding is needed.

There will also be information for non-levy businesses advising them of what to do if their preferred provider has committed all their non-levy funding allocation.

All information correct at time of publication (November 19).