



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

Cambridgeshire and Peterborough's Apprenticeship Levy Pooling Service

Fiona McGonigle
Business and Skills Manager



Cambridgeshire and Peterborough's Ambition 2030 is to make our region the best place in the world to live, learn and work

- Cambridge is a **global leader in innovation**, the commercialisation of new ideas. Local partners' ambition is to continue to build an industrial ecosystem that is globally known for tackling the biggest challenges facing society, as a result nearly **doubling gross value added (GVA) over 25 years**
- A Devolution Deal with local partners that provides new powers over **Transport, Planning and Skills**
- **£600m investment fund** over 30 years to grow the local economy
- £170m to deliver 2,500 **additional affordable homes**
- Investing £95m from the **Transforming Cities Fund**
- **Oxford – Cambridge Arc** recognised by Government for its national importance harnessing the collective strength of the Arc's research base – with 2 of the world's best Universities and driving greater collaboration between the CA and 3 LEP's growing the role of the Arc as a global research and innovation hub.
- Investing in significant new transport infrastructure through **East West Rail and the Expressway**, and first-mile last-mile connectivity, as detailed in the Joint Statement on the Arc published at Spring Statement 2019.
- Investing **£146.7m Local Growth Fund** to the area which has and will deliver major infrastructure projects
- Continue to deliver the **Greater Cambridge City Deal worth £1bn**, to improve local infrastructure in Cambridge City and South Cambridgeshire.
- Funding CPCA to develop local energy strategies and supporting implementation via the **South East Energy Hub**. A collaboration of 11 LEP's
- Jointly funded with Local Authorities the **Connecting Cambridgeshire Digital Infrastructure programme**, to increase superfast broadband coverage across the region.



The Combined Authority is made up of eight founding Local Authority members across Cambridgeshire and Peterborough including the Business Board (Local Enterprise Partnership)

Key Ambitions:

- ☐ Doubling the size of the local economy
- ☐ Accelerating house building rates to meet local and UK need
- ☐ Delivering outstanding and much needed connectivity in terms of transport and digital links
- ☐ Providing the UK's most technically skilled workforce
- ☐ Transforming public service delivery to be much more seamless and responsive to local need
- ☐ Growing international recognition for our knowledge-based economy
- ☐ Improving the quality of life by tackling areas suffering from deprivation.



THE BUSINESS BOARD





Strategic Growth Sectors in Cambridgeshire and Peterborough



Agri-Tech and Food: The local Agri-tech cluster has internationally significant research and development in both agriculture and food. This research base is also a significant provider of postgraduate training with a global reputation and creates a significant market for those with higher level skills and qualifications.



IT, Digital & Artificial Intelligence: Seen as an attractive Global Base for firms from across the world to create and adopt the technologies of tomorrow, offering businesses exceptional talent at all levels and a highly networked ecosystem that has global impact.



Life Sciences: This cluster is worth around £3bn annually to the UK economy, encompassing over 430 companies and employing over 15,000 people.



Manufacturing, Adv. Manufacturing & Materials: a broad sector that contains many subsets and will play a myriad of roles across future growth. with an overall strength of being the practical application of innovation in cutting-edge commercial products

Key Supporting Sectors: Five supporting sectors have been identified where local strengths exist



Construction



Logistics and Distribution



Health and Social Care



Education and Professional Services



Visitor Economy and Business Tourism



An inclusive world-class local skills eco-system that matches the needs of our employers, learners and communities.



Apprenticeships are at the heart of our Skills Strategy. Levy Pooling can ensure up to £20m of unspent Levy stays in the area to benefit the Cambridgeshire and Peterborough and wider economy to support skills.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

**Cambridgeshire and Peterborough
Combined Authority**

Levy Pooling Service

The Levy Pooling Service is a service offered by the Cambridgeshire and Peterborough Combined Authority and endorsed by the **Mayor, James Palmer**.

The aim is to support levy employers to utilise their Apprenticeship levy and to enable non-levy employers to **better connect into wider value chains, spreading funding more effectively across local sector**.

Large employers who pay the Apprenticeship levy can **pledge to share** their surplus funds with other organisations in the area to access Apprenticeship training.

Non-levy employers or Apprenticeship providers can use this service to **register their interest in receiving funding**.

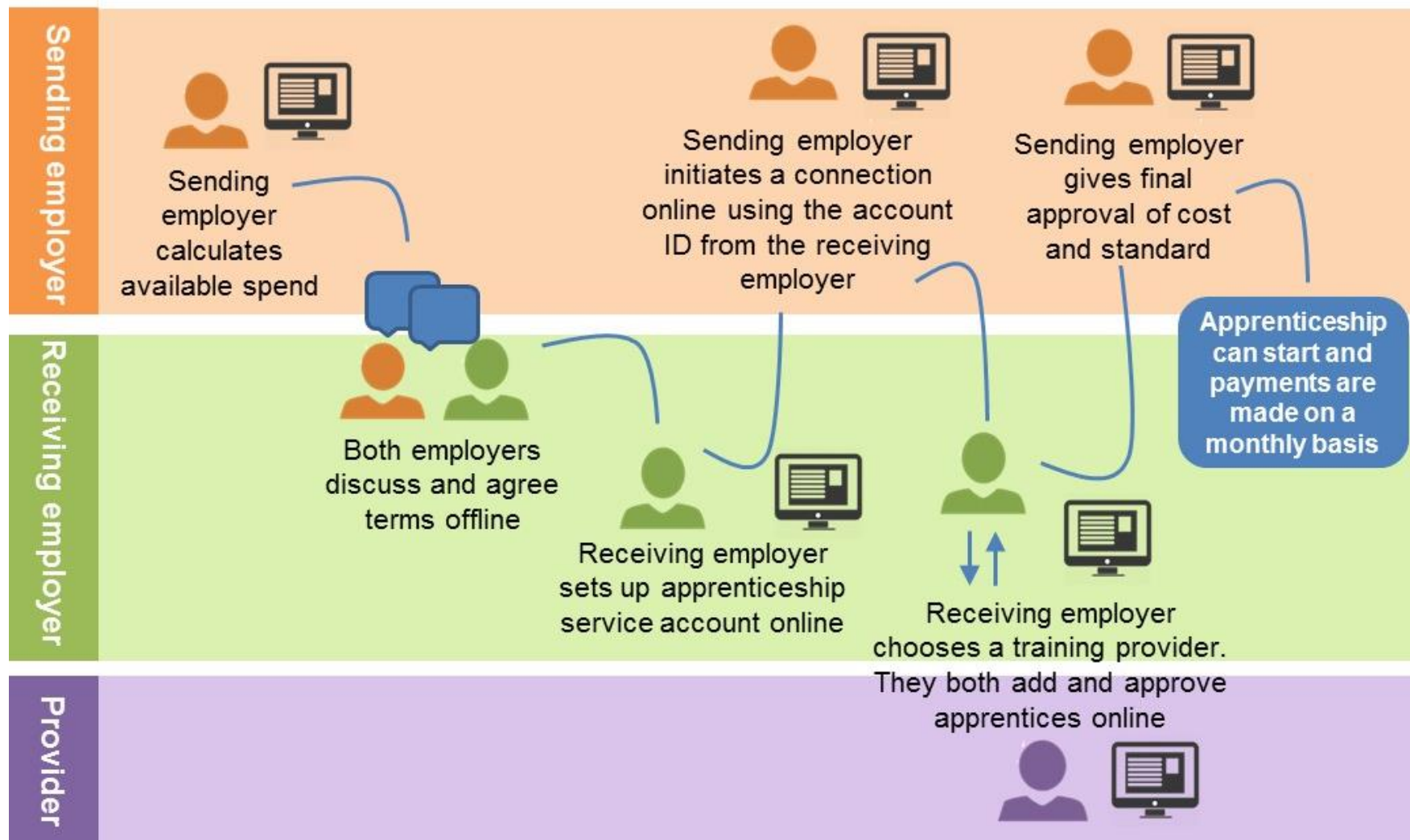
Impartial support will be provided by the CPCA to match funds, calculate the levy pot, support in administering the digital account, help with sending or receiving a transfer and identifying an Apprenticeship Provider.

How it Works....



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR





**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR



Apprenticeships

Intermediate
Apprenticeship

Level 2

12-18 months

Equivalent to A-
C GCSE

Advanced
Apprenticeship

Level 3

18-48 months

Equivalent to 2
A-Levels

Higher & Degree
Apprenticeships

Levels 4-7

24 months +

Equivalent to
Foundation
Degree +

- The Apprenticeship Levy was introduced in May 2017 to businesses with a pay bill of £3m and above
- After 2 years any unspent levy contributions is lost from the employers account and goes to the Treasury
- Up to 25% of levy funds can now be transferred to other employers which will allow for growth and development of the workforce
- Levy Transfer will support Apprenticeship programmes and maximise levy investment back into the Cambridgeshire and Peterborough area
- The employer receiving a transfer is wholly responsible for the apprenticeship.
- This includes their contractual obligations to the training provider, Apprentices and any subsequent Ofsted inspection.
- Levy funding employers will not be party to any contracts and are only committing to fund an apprenticeship to completion.

78% of
employers
report on
increased
productivity

83% of
employers would
recommend
Apprentices to
other businesses

88% of
Apprentices
continued to be
employed at the
end of their
Apprenticeship

Apprenticeships
can be used for
new and existing
employees

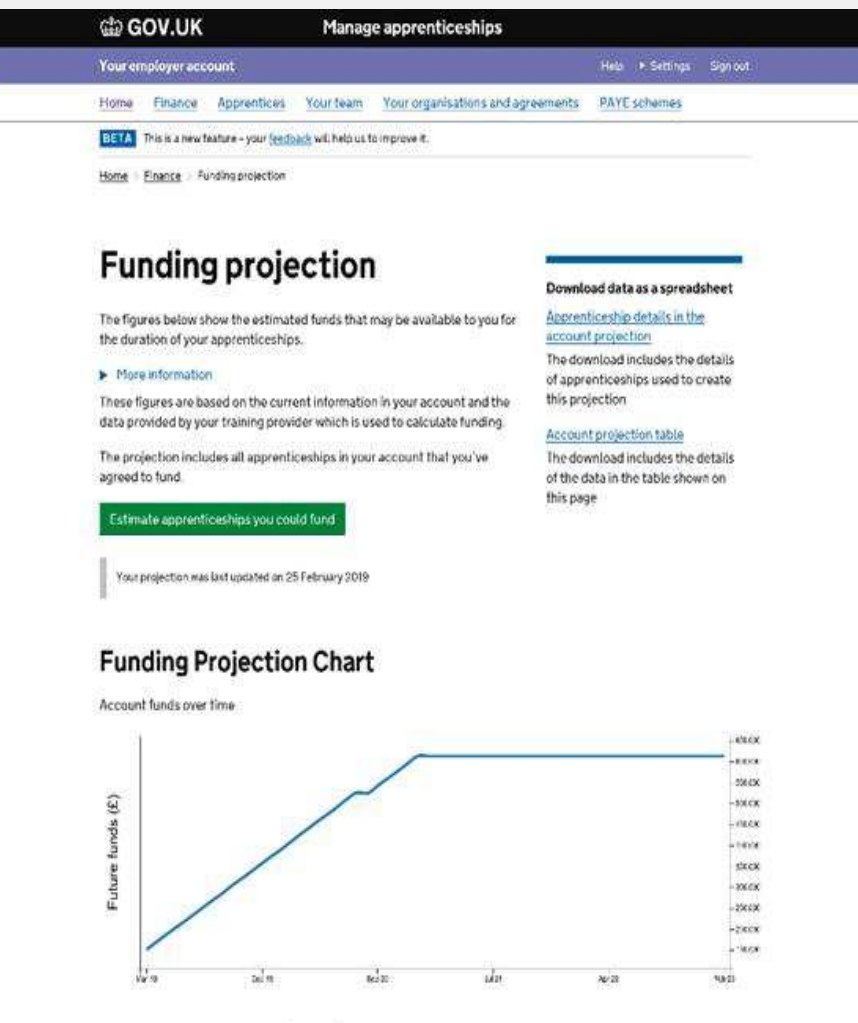
Apprenticeships
are suitable for
over 1500 job
roles

64 % of young
people see
Apprenticeships
as alternative to
university

New employer
designed
Standards meet
the needs of the
industry your
business is in



Support from the Combined Authority and supported by ESFA



- Advice and guidance given to those wishing to access the Levy Pooling Service
- Matching those who wish to share levy with those needing to receive
- Profiling funding available and ensuring both the sender and receivers future funding needs are protected
- Support with the setting up and administering of the digital account to ensure a smooth transfer transaction
- Connecting with a Training Provider to support the Apprenticeship and find an Apprentice



Making a Transfer

- Employers receiving transferred funds will only be able to use them to pay for training and assessment of apprenticeship **standards**, not frameworks.
- Transfers can only be used for **new starts**.
- Transfers can be made to any employer. Except where the sending employer would be the training provider.
- The sending and receiving employer will **agree the specific apprenticeship standard** to be funded
- Transfers CANNOT fund employers eligible for full government funding (less than 50 employees 16-18 year olds OR 19-24 year olds with a care package)

Receiving a Transfer

- They will need to create an account on the apprenticeship service to receive the transfer and pay for apprenticeship training
- They will need to sign an agreement with the Education and Skills Funding Agency (ESFA)
- Transfer payments will be made monthly from the sending employer to the receiving employer apprenticeship account
- If the apprenticeship stops then the funding will stop too. They would not be required to pay any funds back to the sending employer.



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR

My ref: CPCA ~~1400866~~
Your ref:
Date: 28th October 2019
Contact: Fiona McGonigle
Telephone: 01480 277180
E Mail: [fiona.mcgonigle@cambridgeshirepeterborough-
ca.gov.uk](mailto:fiona.mcgonigle@cambridgeshirepeterborough-ca.gov.uk)
[james.palmer@cambridgeshirepeterborough-
ca.gov.uk](mailto:james.palmer@cambridgeshirepeterborough-
ca.gov.uk)



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

The Mayor's Office
72 Market Street
Ely
CB7 4LS

**Joint letter from CPCA and ESFA to employers wishing to transfer levy as a
'Levy Pledge'**



Dear Levy Employer

Thank you for agreeing to work with the Cambridgeshire and Peterborough Combined Authority (CPCA), to support a pilot for a new way of utilising unspent levy funds to support the growth of Apprenticeships in SMEs across Cambridgeshire and Peterborough.

We are working with the Department for Education (DfE) to pilot a new approach to securing unspent levy from participating employers and transferring this to Cambridgeshire and Peterborough SMEs. We are doing this with the aim of increasing the volume of high-quality Apprenticeships with a particular focus on STEM Apprenticeships and those in supporting sectors across our region.

You have agreed to transfer at least 10% - 25% of your monthly forecast unspent levy. In return, the Education and Skills Funding Agency (ESFA) will provide you with a dedicated Account Manager who will support you with the steps you need to take on the apprenticeship service.

The CPCA and their Levy Advisor Team will identify SMEs in the region looking to take on Apprentices, where your support will enable them to do this without needing to pay a contribution. The Levy Advisor's will also support you with the online system, and accessing a Provider who will support you in recruiting an Apprentice.

As part of the Levy Pooling Service, we would also seek to create a network of Levy Employer Mentors who can support and mentor their receiving employer. We recognise that some employers may be able to pass on their knowledge and experience of using the levy.



The Mayor's Office,
72 Market Street,
Ely, CB7 4LS

Levy Pledge Letter Supported by Mayor James Palmer and the ESFA

The ESFA are clear that the employer receiving a transfer from you is wholly responsible for the apprenticeship. This includes their contractual obligations to the training provider, apprentice and any future Ofsted rating. As a sending employer, you will not be party to any contracts, and the only thing you are committing to is to fund an apprenticeship to completion.

Any publicity will identify the fund as a collective contribution from businesses across Cambridgeshire and Peterborough, CPCA would ask express permission before publicising your involvement.

In making the transfer, you will be fully funding the training of an apprentice in a vital sector for Cambridgeshire and Peterborough and supporting the region's SME community, helping more people gain essential skills to further drive regional economic growth.

Yours sincerely

James Palmer
Mayor of Cambridgeshire and Peterborough





Useful links

- [Cambridgeshire and Peterborough Combined Authority](#)
- [Cambridgeshire and Peterborough Local Industrial Strategy](#)
- [CPCA Skills Strategy](#)
- [About Apprenticeships](#)
- [Register an Apprenticeship Service](#)
- [Overview.GOV website: Transferring unused apprenticeship funds to other employers](#)
- [Transfers: A Practical Guide \(Webinar\)](#)
- [Apprenticeship Service: Connecting Employer Accounts for a transfer](#)
- [Apprenticeship Service: Adding Apprentices Funded by Transfer](#)
- National Apprenticeship Service - 08000 150 600
- helpdesk@manage-apprenticeships.service.gov.uk

- **Funding Rules:**
 - [employers](#) (PDF, 1.28MB, 66 pages)
 - [employer-providers](#) (PDF, 1.35MB, 74 pages)
 - [main providers](#) (PDF, 1.4MB, 82 pages)

Further Information/Contact

Fiona McGonigle:
Business and Skills Manager

Laura Guymer:
Apprenticeship Levy Advisor

Kathryn Pollington
Apprenticeship Advisor

Alvina Morey
Enterprise Coordinator Fenland & East Cambs

Telephone: 01480 277 180

levypool@cambridgeshirepeterborough-ca.gov.uk



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

JAMES PALMER
CAMBRIDGESHIRE &
PETERBOROUGH MAYOR



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY