



**How can government initiatives support the short and long-term development of your workforce?**

*PART 2 OF 4*

**Long-term workforce planning  
– establishing a strong talent pipeline**

**Welcome**

# Introductions



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# The series

**WEBINAR 1** Emerging from the pandemic – short-term workforce planning

**WEDNESDAY 9 JUNE, 12.00-1.00PM**

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# Today's agenda

- Moving from the short-term challenges to longer-term planning
- Government initiatives and schemes
- How these schemes might support long-term needs
- Building collaborative partnerships
- Q&A
- Looking ahead to the next webinar

# Hearing from you

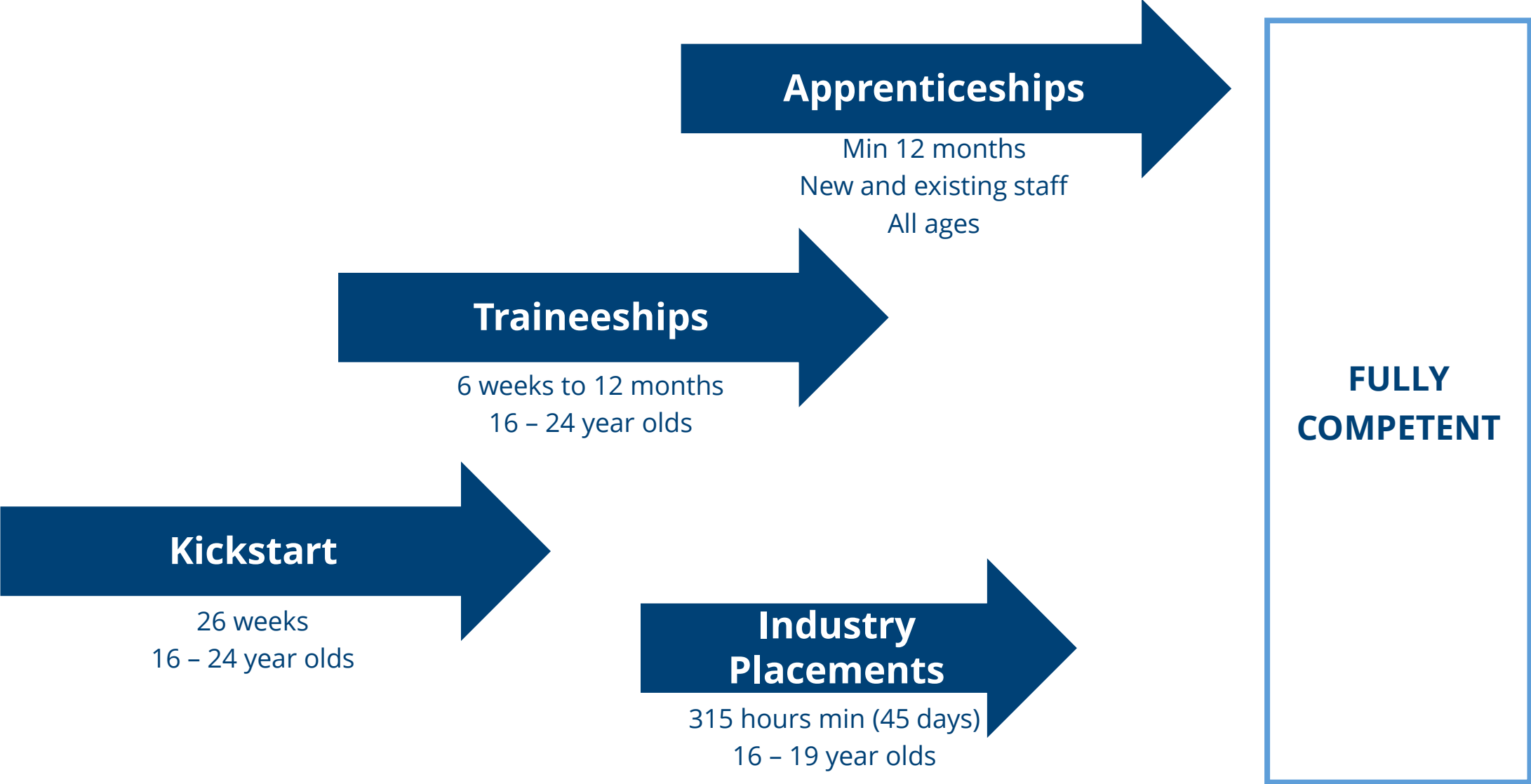
A couple of poll questions...

# Workforce Planning



- Strategic aims
- Skills for sustainability / growth
- Long term skills gaps
- Disruptive / new technologies
- Age profiles
- Retention
- Diversity
- CSR

# Short Term Opportunities To Engage



# From Short Term To Long Term

## Apprenticeships

Min 12 months  
New and existing staff  
All ages

## Traineeships

6 weeks to 12 months  
16 - 24 year olds

## Industry Placements

315 hours min (45 days)  
16 - 19 year olds

## CPD

Existing Staff

**FULLY  
COMPETENT**





# Workforce Priorities KPIs

KPI	Possible solution to consider
Retain existing workforce, supporting employees to move into new roles in greater demand	Apprenticeships CPD / qualifications
Support young people at risk of unemployment gain work experience as part of social responsibility agenda	Traineeships
Plan ahead for future apprenticeships / new entrant role opportunities	Traineeships Kickstart Apprenticeships
Short programme of development to support existing staff experience technical / supervisory role	Industry placements

# Workforce Overview

## Apprentice



### Skills Need

Over the next few years, the business intends to significantly increase its online presence to attract and engage with a new client base. To date digital marketing including website design has been contracted out. There is currently a Marketing Executive in the business who is a strong performer and has shown interest in this area and personal development.

### Skills Solution

#### Internal development / Promotion: Digital Marketer (Integrated Degree) Apprenticeship

- Level 6 over 3 years
- 20% off-the-job training with the training provider
- Develop full competence in the job role
- Includes Bachelor's degree in digital marketing

### Support / Funding (high-level)

- Up to £21,000 training costs funded via Employer Levy or 95% Government Contribution
- Wages

### Further Training / Progression Routes

- Executive Management roles

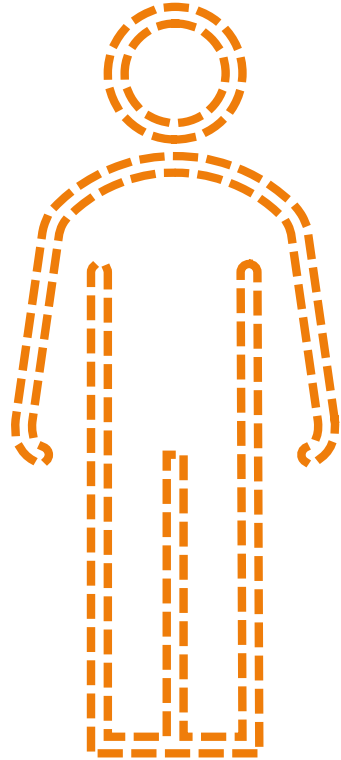
# Workforce Overview

Skills Need

Skills Solution

Support / Funding  
(high-level)

Further Training /  
Progression Routes



## Traineeship

As production and sales grow the warehousing and distribution team will need additional capacity, this will include some full-time vacancies in the medium to longer term but there will also be seasonal peaks in workload which will need support.

### Traineeship: Warehousing and Distribution

- Work experience
- 3-4 weeks
- Help to give young people work experience
- Opportunity to trial ahead of an Apprenticeship
- Local training provider

- No requirement to make any financial contribution
- Will consider travel and subsistence costs.

- Supply chain warehouse operative Apprentice

# Workforce Overview

## Skills Need

The business has secured a 5 year contract to manufacture a specified component. The contract includes year on year increases in the volume of components produced. To meet contractual requirements, the business must plan for a 10% increase in the manufacturing production team.

## Support / Funding (high-level)

- Up to £6,000 training costs funded via Employer Levy or 95% Government Contribution
- National Minimum wage
- Reduced employer NI if under 25
- Employer Incentive £1000 if 16-18

## Vacancy



## Skills Solution

### New Recruit: Lean Manufacturing Operative Apprenticeship

- Level 2 over 12-18 months
- 20% off-the-job training with the training provider
- Develop full competence in the job role
- Targeted at: young people / school leavers

## Further Training / Progression Routes

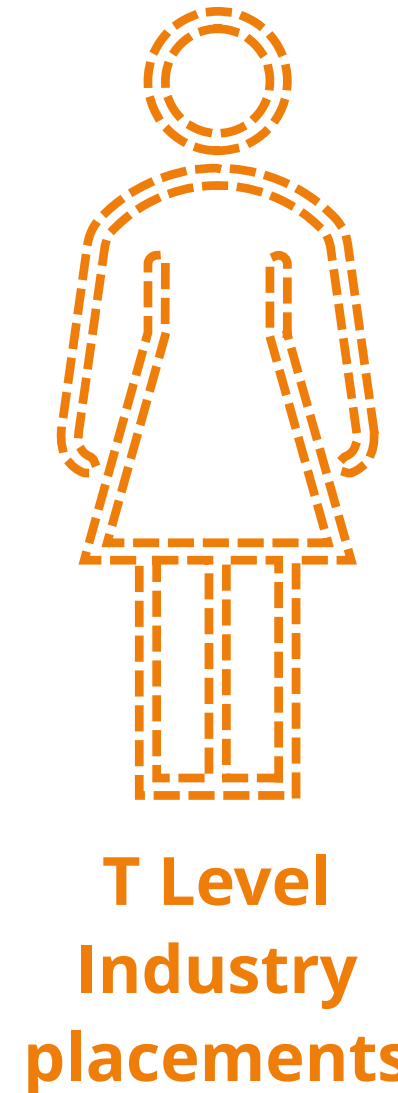
- Engineering fitter
- Engineering design / draughtsperson

# Workforce Overview

The business' Payroll Administrator will be retiring within the next 5 years.

## T Level Industry Placement: Payroll Administrator

- Approx. 45 days industry placement
  - Young person 16-18 from local sixth form / college
  - Could have multiple over period
  - Opportunity to identify young talent pipeline early
- No requirement to make any financial contribution
  - Will consider travel and subsistence costs.
- Payroll Administrator upon successful completion of T Level



Skills Need

Skills Solution

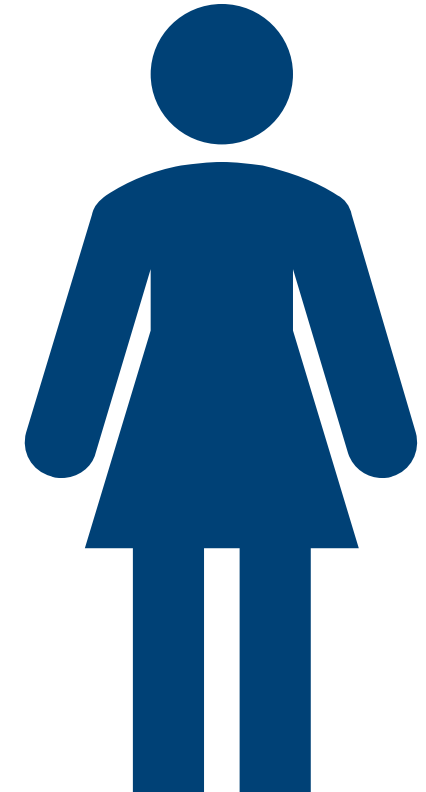
Support / Funding  
(high-level)

Further Training /  
Progression Routes

# Workforce Overview

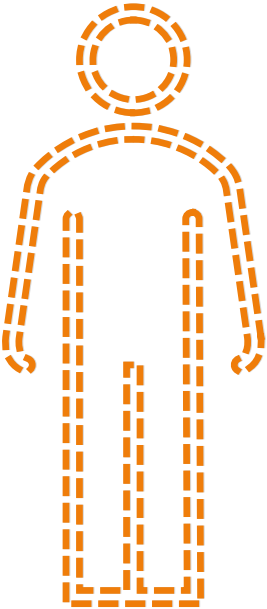
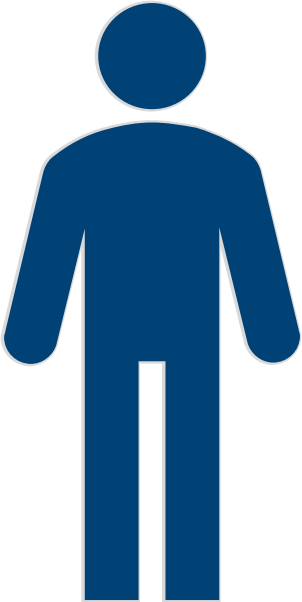
<b>Skills Need</b>	Increasingly the business is implementing policies and procedures which require the workforce to have a level of digital awareness. Gaps in the digital skills of some of the workforce who have traditionally carried out manual roles have been identified.
<b>Skills Solution</b>	<p><b>Development time for free courses on The Skills Toolkit</b></p> <ul style="list-style-type: none"><li>• Self-paced learning</li><li>• Up to 20 hours supported</li></ul> <p>For individuals who need further support we will encourage Essential Digital Skills Level 1 Certificate delivered by the local college.</p>
<b>Support / Funding (high-level)</b>	<ul style="list-style-type: none"><li>• Free / Funded by government</li></ul>
<b>Further Training / Progression Routes</b>	<ul style="list-style-type: none"><li>• N/A</li></ul>

**CPD**



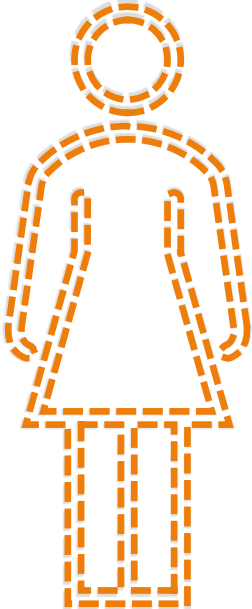
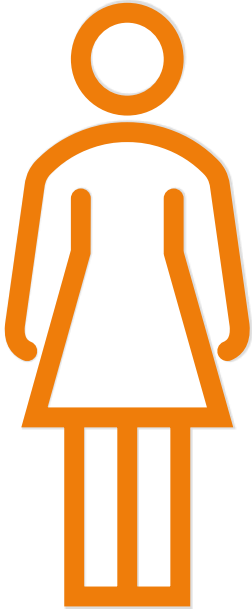
# Workforce Overview

**Apprentice**



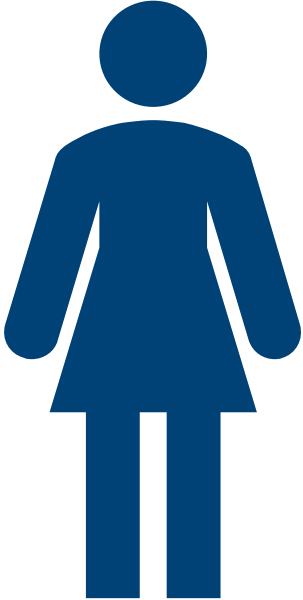
**Traineeship**

**Vacancy**



**T Level Industry placements**

**CPD**



# Building Collaborative Partnerships

- Finding high-quality training partners
- Carrying out a skills audit and specify your skills needs and requirements short and longer-term
- Take time to understand the programmes being offered – do they meet your needs?
- Providers can / will do more than just teach/train a course
- Working with the provider(s) to support teaching/training
- How can it support your corporate social responsibilities
- Consider working with your supply chain partners



## We help you to:

- Explore the current and future needs of your workforce (skills audits)
- Explore how government initiatives can contribute to your workforce and CSR plans
- Map training to your organisation's needs
- Establish links with quality training providers
- Prepare to host young people in the workplace
- Improve and maximise your government-funded training and talent pipelines
- Set-up as an approved 'employer-provider' so you can self-deliver training



# Questions & Answers

Type your questions into the Q&A panel

# Takeaway – a practical Brief



## Practical insights

- How the demand for skills are changing
- Checklist – identifying your workforce priorities
- Information on different schemes / initiatives
- Examples – using different schemes / combinations to tackle workforce challenges

# Coming up...

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**THANK YOU  
FOR JOINING US**

# After This Session

You will receive:

Access to the webinar recording

Evaluation survey

Looking for support, or want to chat with the team?

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