

# Lancashire Employer Guide to Skills Support

The Lancashire Skills & Employment Hub are a strategic and impartial team that supports businesses, individuals and stakeholders with skills advice and guidance.

There is lots of business support available across Lancashire and navigating this ever-evolving landscape can be difficult. We hope that this information, specific to training, staff development, recruitment and staff retention, will help employers understand the funded programmes available to them. So, if you are looking to attract a future talent pipeline to your organisation, recruit staff, upskill your workforce or support Lancashire through school activity and other social value activities this information aims to highlight what is available.

Project	Overview	Benefits for Employers	Find out more.	End Date	Financial Incentives
<b>Projects to Attract your Future Workforce and Support Young People</b>					
Help Young People Get Work Ready	Give just an hour, or more, to inspire young people about their future careers in schools and colleges in your local community. This could include activities such as conducting mock interviews, delivering presentations, setting live project briefs, and competitions, and offering work experience and mentoring. Your unique industry knowledge and experience as someone who owns or works for a business can make a difference to the options a young person considers for their career.	<ul style="list-style-type: none"> <li>Promote your business or sector to your future workforce</li> <li>Providing insight into your organisation, industry and the opportunities available in the local labour market</li> <li>Raising the profile of the company and providing prestige for your company</li> <li>Deepen your connection to the local community</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Help Young People Get Work Ready pledge. <i>The URL address is shown on Page 5.</i>	Ongoing	None
Become an Enterprise Advisor	Do you want to support career advice in schools to promote your organisation or sector? An Enterprise Adviser is a volunteer from a business who works closely with the headteacher or Senior Leadership Team of a school or college to provide strategic support. You will use your business experience and professional networks to help develop and implement an effective strategy that puts opportunities with local employers at the heart of a young person's education. You will also of course inspire young people and prepare them for when they leave education.	<ul style="list-style-type: none"> <li>Promote your business or sector to your future workforce.</li> <li>Building a pipeline of new talent for your business</li> <li>Providing insight into your organisation, industry and the opportunities available in the local labour market</li> <li>Raising the profile of the company and providing prestige for your company</li> <li>Deepen your connection to the local community.</li> <li>Develop your own interpersonal and strategy skills</li> <li>Better understanding of the education sector and the challenges faced</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Become an Enterprise Advisor pledge. <i>The URL address is shown on Page 5.</i>	Ongoing	None
Apprenticeship Levy Transfer Network	Lancashire Levy Transfer Network / Lancashire Apprenticeship Service supports coordination of the giving and receiving of levy funding between Lancashire employers. Large employers with a pay bill of more than £3 million pay 0.5% of their pay bill into their Apprenticeship Levy pot each month. The Levy can only be spent on apprenticeship training and assessment. If levy-paying employers don't spend that money within 2 years their funds will expire and go to the central government. The Levy paying business can choose to transfer up to 50% of their unspent levy, to any business to help fund apprenticeships for existing staff or new recruits.	Impartial and free service to support you in accessing Lancashire and National Levy Funds <b>For levy payers:</b> Gain recognition for supporting your local community by funding apprenticeships. Access employers who are actively looking for funds. When you have insufficient funds get matched with a donor to support your apprenticeship <b>For non-levy payers:</b> Get all training costs covered by a donating employer. Avoiding the 5% co-investment costs for apprentices who are aged 22 or over.	Visit the Lancashire Levy Transfer Network webpage ( <a href="#">click here</a> ).		No co-investment for Apprenticeship training

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Offer a placement to a University Student and/or participate in university initiatives	Could a university student (under or post graduate) immerse themselves in your organisation and make contributions to your business operations? Or would you like to participate in university initiatives?	<ul style="list-style-type: none"> <li>• Get access to graduate support.</li> <li>• Promote your business to a pool of Lancashire graduates.</li> <li>• Here about what your local university can offer your business.</li> <li>• Foster a working relationship with facilities, lecturers and students that can help your business</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Offer a placement to a University Student and/or participate in university initiatives. <i>The URL address is shown on Page 5.</i>	Ongoing	None
Become an Apprenticeship Ambassador	Apprenticeship Ambassadors (current Apprentices or former Apprentices) who want to promote the benefits of taking part in the apprenticeship programme to employers and other young people. They can do this through undertaking activities and/or speaking about their experiences at schools, youth clubs, careers fairs and business events. They can also meet employers face to face to encourage them to take on Apprentices. Lancashire Employer Ambassadors are employers who want to promote the benefits of Apprenticeships to other employers and young people. They may even have been apprentices themselves and are passionate about their experiences.	<ul style="list-style-type: none"> <li>• Promote your business or sector to your future workforce</li> <li>• Building a pipeline of new talent for your business</li> <li>• Providing insight into your organisation, industry and the opportunities available in the local labour market</li> <li>• Raising the profile of the company and providing prestige for your company</li> <li>• Contributing to addressing the skills gaps in your industry</li> <li>• Developing social mobility</li> <li>• Being part of a network of employers across Lancashire and the North West who champion Apprenticeships</li> <li>• Expanding your local and regional business network</li> <li>• Supporting and influencing key stakeholders including schools, colleges, employers and their supply chains, trade associations and employment bodies.</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Become an Apprenticeship Ambassador pledge. <i>The URL address is shown on Page 5.</i>	Ongoing	None
Early Connect Pilot	Sharing knowledge about the realities of apprenticeships with teaching staff, students and employers. To arrest the falling numbers of eighteen-year-olds starting apprenticeships. With all mainstream sixth forms and colleges registered on the pilot, we are offering every Year 13 student the opportunity to gain support and guidance. For employers, we are supporting them with knowledge sharing and best practices to gain the right candidates who are leaving education in Summer 2025.	<ul style="list-style-type: none"> <li>• Establish a pipeline of talent with early access to students looking for their first job.</li> <li>• Impartial advice and support in choosing the apprenticeship standard to meet the role and individual(s) development needs, selecting a provider and how to attract the best candidates,</li> <li>• Information and guidance on employer commitments such as contracted hours, off-the-job training, minimum wage requirements</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Take on an Apprentice pledge. <i>The URL address is shown on Page 5.</i>	September 2025	Lancashire County Council is incentivising employers to recruit apprentices. A £3,000 grant if no apprentices have been recruited in the previous two years. In addition, the government's incentive to recruit an apprentice under the age of 19 of £1,000 (two equal instalments).

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<b>Projects to Support Recruitment</b>					
Skills Bootcamps	<p>If you are struggling to recruit Bootcamps could be the place to look.</p> <p>Skills Bootcamps offer free, flexible courses of up to 16 weeks for those aged 19 or over. They give people the opportunity to build up sector-specific skills.</p> <p>The current Bootcamp offer across Lancashire covers jobs in the following sectors Construction, Digital, Engineering &amp; Manufacturing, Logistics, Green Energy, Healthcare, Sustainability and Education.</p>	<ul style="list-style-type: none"> <li>• Access candidates who have already acquired skills relevant to the role.</li> <li>• Interview a selection of graduates to get the best fit for you.</li> <li>• Help shape a Skills Bootcamp that suits your business. Either for recruiting or upskilling</li> <li>• Recruit people with industry skills</li> </ul>	<p>For the Skills Bootcamps coordinated by Lancashire Skills &amp; Employment Hub <a href="#">click here</a></p> <p><i>The URL address is shown on Page 5.</i></p>	Ongoing	For recruiting a Skills Bootcamp there is no cost. No finders fee, no agency fee..
Apprenticeships for new recruits	<p>Apprenticeships have evolved into over 700 different standards covering nearly every aspect of industry across all sectors, with levels extending to the equivalent qualification of a Master's Degree.</p> <p>The stereotype of the sixteen-year-old apprentice starting their first job at entry level in a manual trade is no longer the case. Their versatility and range allow employers to use them for recruitment and developing existing employees.</p> <p>Apprentices can be any age, meaning that you can attract experienced talent by offering further career development or those looking to change career by selecting the apprenticeship at the appropriate level.</p>	<ul style="list-style-type: none"> <li>• Impartial advice and support in choosing the apprenticeship standard to meet the role and individual(s) development needs, selecting a provider and how to attract the best candidates,</li> <li>• Information and guidance on employer commitments such as contracted hours, off-the-job training, minimum wage</li> <li>• Create a more diverse workforce by giving opportunities to people from a wide range of backgrounds</li> <li>• Support a local person with a transition into a career</li> <li>• Contributing to addressing the skills gaps in your industry</li> <li>• 20% improvement in staff retention</li> <li>• Better productivity</li> <li>• 96% of employers using apprenticeships say their business has benefited.</li> <li>• 83% of employers using apprenticeships rely on them to provide the skilled workers needed for the future.</li> <li>• Fill key skill gaps in your business</li> </ul>	<p>Register for the Lancashire Skills Pledge (<a href="#">click here</a>) and select the Take on an Apprentice pledge.</p> <p><i>The URL address is shown on Page 5.</i></p>	Ongoing	<p>There is a government incentive payment of £1,000 for hiring an apprentice aged under nineteen.</p> <p>For employers who have not employed an apprentice before. Lancashire County Council are incentivising the recruitment of apprentices with a £3,000 grant.</p>
Pre-employment Training	<p>Several projects are funded to support people into work, so as a business by recruiting you can improve the life chances of Lancashire residents. The Skills Hub is happy to link you to funded projects which offer tailored training programmes based on the needs of local employers so that the candidates put forward are already equipped with job-specific skills required to excel in their roles. These tailored courses also support recruits with recognised qualifications linked to their needs and the needs of the business. Can include some nationally recognised qualifications e.g. Food safety, CSCS etc.</p>	<ul style="list-style-type: none"> <li>• Improved retention of recruits</li> <li>• Pre-recruitment training to meet your requirements.</li> <li>• Funded qualifications linked to your business needs.</li> <li>• Fill key skill gaps in your business</li> </ul>	<p>Register for the Lancashire Skills Pledge (<a href="#">click here</a>) and select the Employing Lancashire People pledge.</p> <p><i>The URL address is shown on Page 5.</i></p>	Ongoing	These projects are funded, and the support comes at no cost to the employe



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<b>Projects to Support Retention and Upskilling</b>					
Multiply	Boosting numeracy skills in your workforce. For employees over the age of 19 who do not have a GSCE at Grade 4 (or equivalent). Helping people improve their ability to understand and use maths in work and daily life. Reducing calculation errors, money and finance transactions, understanding payslips, and reducing waste. Maths and numbers are involved in most roles. By improving number confidence in your workforce you can improve your productivity and reduce costly mistakes.	<ul style="list-style-type: none"> <li>Supports your employees to become more confident with numbers.</li> <li>Reducing workforce errors.</li> <li>Improving productivity.</li> <li>Bespoke courses delivered to meet business needs either within your organisation or at a venue near you.</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Upskilling Your Workforce pledge. <i>The URL address is shown on Page 5.</i>	March 2025	Fully funded with no cost to employers
Lancashire Levy Transfer Network / Lancashire Apprenticeship Service	Lancashire Levy Transfer Network / Lancashire Apprenticeship Service supports coordination of the giving and receiving of levy funding between Lancashire employers. Large employers with a pay bill of more than £3 million pay 0.5% of their pay bill into their Apprenticeship Levy pot each month. The Levy can only be spent on apprenticeship training and assessment. If levy-paying employers don't spend that money within 2 years their funds will expire and go to the central government. The Levy paying business can choose to transfer up to 50% of their unspent levy, to any business to help fund apprenticeships for existing staff or new recruits.	Impartial and free service to support you in accessing Lancashire and National Levy Funds <b>For levy payers:</b> Gain recognition for supporting your local community by funding apprenticeships. Access employers who are actively looking for funds. When you have insufficient funds get matched with a donor to support your apprenticeship <b>For non-levy payers:</b> Get all training costs covered by a donating employer. Avoiding the 5% co-investment costs for apprentices who are aged 22 or over.	Visit the Lancashire Levy Transfer Network webpage ( <a href="#">click here</a> ).	Ongoing	No co-investment for Apprenticeship training.
Skills Bootcamps	Skills Bootcamps are flexible courses of up to 16 weeks for those aged 19 or over. Focusing on identified sector-specific skills, Bootcamps are providing candidates with the knowledge and abilities to deliver an impact. The current Bootcamp offer across Lancashire covers jobs in the following sectors Construction, Digital, Engineering & Manufacturing, Logistics, Green Energy, Healthcare, Sustainability and Education.	<ul style="list-style-type: none"> <li>Short and intensive training that can give existing staff the skills necessary to improve productivity, sales or growth</li> <li>Improve staff retention by investing in their development</li> <li>Help shape a Skills Bootcamp that suits your business. Either for recruiting or upskilling</li> </ul>	For the Skills Bootcamps coordinated by Lancashire Skills & Employment Hub <a href="#">click here</a> <i>The URL address is shown on Page 5.</i>	Ongoing	Bootcamps are funded by the government. 90% for small to medium employers and 70% for large employers.
Apprenticeship Training for your existing workforce	Apprenticeships can be used to upskill any member of your existing team. An experienced employee may need to get a formal qualification in their specialist area. Someone has proven their aptitude and drive to learn something new and progress into a different role. Apprenticeships are from level 2 (new role) to level 7 (Senior Management), and there are over seven hundred. There will be an apprenticeship that suits your organisation. Whether you are a Levy payer or not, apprenticeships are the most cost-effective solution for development and skills to boost productivity and meet growth.	<ul style="list-style-type: none"> <li>Contributing to addressing the skills gaps in your industry</li> <li>20% improvement in staff retention</li> <li>Better productivity</li> <li>96% of employers using apprenticeships say their business has benefited.</li> <li>83% of employers using apprenticeships rely on them to provide the skilled workers needed for the future</li> <li>Fill key skill gaps in your business</li> <li>Boost employee motivation by investing in their development</li> </ul>	Register for the Lancashire Skills Pledge ( <a href="#">click here</a> ) and select the Take on an Apprentice pledge. <i>The URL address is shown on Page 5.</i>	Ongoing	For non-levy paying organisations 95% of the training costs are funded by the government. With the Lancashire Levy Transfer Network you can seek a donor to pay the whole cost. For levy-paying organisations, any unused levy is a cost to your business.

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<b>Projects to Support with Redundancy</b>					
The Lancashire Redundancy Task Force	The Lancashire Skills and Employment Hub, DWP/Jobcentre Plus, the National Careers Service and the Skills Support for the Workforce Programme are working together to ensure a coordinated approach to supporting employers who are going through the redundancy process and their employees. Partners will work with businesses in developing a tailored package of support for employees who are at risk of/who are being made redundant.	<ul style="list-style-type: none"> <li>DWP will offer advice and support on benefits.</li> <li>Skills Assessment Using tools such as the Skills Health Check, individuals will be encouraged to explore their knowledge, skills, strengths and experience, exploring transferable skills, and providing advice and guidance on what sectors these can be applied to.</li> <li>Skills Development, occupational qualifications relating to individuals' job roles and competencies and strengthening their CV, Self-employment support</li> </ul>	Please <a href="#">click here</a> The URL address is shown below.	Ongoing	These projects are funded, and the support comes at no cost to the employer.



Boost is one of 38 Growth Hubs in the UK and is led by Lancashire County Council. This is a funded service, helping Lancashire business owners and leaders navigate the local, regional and national public and private sector business support landscape, to find the right support for their business. Delivering several funded programmes for start-up, established and fast-growing businesses.

If you are based in Lancashire and would like help finding the right business support, the Boost team is ready to help. Please call them on 0800 488 0057 or visit: [www.boostbusinesslancashire.co.uk/](http://www.boostbusinesslancashire.co.uk/)



Volunteering: If you are interested in offering a volunteer placement then why not try Lancashire Volunteer Partnership: <https://lancsvp.org.uk/>

**URL's for links in the document**

**Skills Pledge** - [www.lancashireskillshub.co.uk/lancashire-skills-pledge/](http://www.lancashireskillshub.co.uk/lancashire-skills-pledge/)

**Skills Bootcamps** - [www.lancashireskillshub.co.uk/skillsbootcamps/](http://www.lancashireskillshub.co.uk/skillsbootcamps/)

**Redundancy Task Force** - [www.skillsforwork.info/at-risk-of-redundancy-or-been-made-redundant/?\\_ga=2.43643813.1099546125.1629194945-1479436234.1616759558](http://www.skillsforwork.info/at-risk-of-redundancy-or-been-made-redundant/?_ga=2.43643813.1099546125.1629194945-1479436234.1616759558)

**Lancashire Levy Transfer Network** - [www.lancashirelevytransfernetnetwork.org.uk](http://www.lancashirelevytransfernetnetwork.org.uk)