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| Reporting period | 1 April 2019 – 31 March 2020 |
| Organisation Name | Historic England |

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| Number of employees who work in England | |
| Number of employees who were working in England on 31 March 2019 | 894 |
| Number of employees who were working in England on 31 March 2020 | 928 |
| Number of new employees who started working for you in England between 1 April 2019 to 31 March 2020 | 165 |
| Number of apprentices who work in England | |
| Number of apprentices who were working in England on 31 March 2019 | 21 |
| Number of apprentices who were working in England on 31 March 2020 | 28 |
| Number of new apprentices in England between 1 April 2019 to 31 March 2020 (includes both new hires and existing employees who started an apprenticeship) | 28 |

| Factors that impacted your ability to meet the target | |
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| What actions have you taken this year to meet the target? How do these compare to the actions taken in the previous year? | <p>We have been leading the Trailblazer group to develop 6 new standards in relevant areas for both ourselves and the wider historic environment sector: a level 3 or 4 and a level 7 each in the areas of archaeology, conservation and historic environment advice. These standards were approved for delivery in 2019 & 2020.</p> <p>Historic England has since developed the Historic Environment Advice Assistant Level 4 programme with Strode College and recruited 12 apprentices to the programme in Sept 2019. This cohort was made up of 6 new hire early career apprentices and 6 upskilling apprenticeships for existing staff. Historic England now looks to recruit to a Cohort 2 in 2021 dependant on uptake from other organisations & employers with the two training providers delivering the programme. We also recruited our first Business Admin Level 3 apprenticeship to our HR function in Apr 2019. Historic England has also developed its internal upskilling programme & we have enrolled staff to the following apprenticeships. Associate Project Manager Level 4, Team Leader Level 3.</p> |
| What challenges have you faced this year in your efforts to meet the target? How do these compare to the challenges experienced in the previous year? | <p>Only a small number of apprenticeship standards relevant to the organisation were in existence at the start of the year. Leading the Trailblazer to develop new relevant standards to heritage has presented challenges in itself; working with employers, training providers and professional bodies in the sector, who historically have been operating somewhat in isolation from each other. We have continued to develop an infrastructure needed to deliver apprenticeships in job areas where they have never</p> |

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| | <p>existed before.</p> <p>That being said we have forged ahead with our work in developing new relevant standards and have continued to develop our own staff through non - heritage apprenticeships during this time. In May 2019 Historic England launched its multi – million pound fund Heritage Action Zone programme which saw changes in work streams and adjusted to a new working structure after the delivery of a change programme in late 2019.</p> |
| <p>How are you planning to meet the target in future? What will you continue to do or do differently?</p> | <p>We will continue to ensure that the Standards produced by the Trailblazer we have been leading are being taken up by training providers and organisations, working closely with them where necessary.</p> <p>We will continue to be involved in a number of other Trailblazer groups to develop standards relevant to the organisation e.g. Geospatial Survey; Libraries, Archives and Information Management; and the Landscape & Horticulture Trailblazers.</p> <p>We will continue to support staff development through upskilling apprenticeships in particularly areas such as project management and line management and leadership; as well as in the heritage focused apprenticeships developed through the Trailblazer. We will actively review apprenticeship opportunities available through succession planning in our own organisation and within the upcoming Spending Review for 2020.</p> |

Reporting percentages (calculated by the system)

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| Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) as a proportion of employment starts between 1 April 2019 to 31 March 2020 | 16.97% |
| Percentage of total headcount that were apprentices on 31 March 2020 | 3.02% |
| Percentage of apprenticeship starts (both new hires and existing employees who started an apprenticeship) between 1 April 2019 to 31 March 2020 as a proportion of total headcount on 31 March 2020 | 3.13% |