

NORTH LINCOLNSHIRE COUNCIL

REGENERATION CABINET MEMBER

APPRENTICESHIP PROGRAMME

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 To approve the 2013 apprenticeship programme.

2 BACKGROUND INFORMATION

- 2.1 The first year of apprenticeships offered by the council has proven highly successful. The programme attracted over 370 applicants. Of these, 40 successfully secured an apprenticeship. Of these, two have since secured permanent employment within the council.
- 2.2 The council is changing its Human Resource policies in support of the apprenticeship programme. This will provide apprentices the opportunity of consideration for vacant jobs prior to advertising externally.
- 2.3 Whilst there are some opportunities in the council through natural turnover and new opportunities, these are limited given the current financial restraints of the organisation.

3. OPTIONS FOR CONSIDERATION

- 3.1 The council has reviewed the first year of the apprenticeship programme. Officers suggest some changes to the programme for 2013.
- 3.2 The suggested options are as follows:
 - 3.2.1 **Option One** – continue with the programme in its current form.
 - 3.2.2 **Option Two** - provide the following programme:
 - thirty two apprenticeships opportunities in the council that:
 - offer opportunities for apprentices to gain experience in the private sector whilst undertaking their apprenticeship with the council.

- create a pathway to long term employment for all council apprentices.
- In addition, support the creation of a further thirty apprenticeship opportunities in the private sector via a business grant of £3,000 with the following conditions:
- Employment for three years
 - Achievement of a minimum level two qualification
 - Provision of a Job Description and Employee Specification.

4. ANALYSIS OF OPTIONS

4.1 Option two is the best option. It will allow the council to deliver additional apprenticeship opportunities in partnership with the private sector. The council will undertake all the recruitment and selection in conjunction with the private sector. This will assist in reducing the number of people claiming job seekers allowance whilst gaining a qualification and employability skills.

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

5.1 Financial

The council will fund the cost of delivering the apprenticeship programme.

5.2 Staffing

Apprentices will work a 37 hr week. The vacancies will be advertised through the council's website and the National Apprenticeship service.

There will be an assessment centre for all young people expressing an interest in the apprenticeship programme followed by a formal interview process.

5.3 IT

IT Services will provide IT Equipment to the Apprenticeship posts at no cost to the programme.

5.4 Property

Property Services will provide accommodation and desks from stock.

6. OTHER IMPLICATIONS (STATUTORY, ENVIRONMENTAL, DIVERSITY, SECTION 17 CRIMES AND DISORDER, RISK AND OTHER)

6.1 Diversity

Recruitment to the posts will be in line with the council's diversity policy.

7. OUTCOMES OF CONSULTATION

7.1 Human Resources and the Business Team were consulted on the new programme. They support the new programme.

8. RECOMMENDATIONS

8.1. That Regeneration Cabinet Member approves the proposal to change the Apprenticeship programme.

DIRECTOR OF PLACES

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Background Papers used in the preparation of this report - Nil