

Committee: Cabinet
Date: 17 September 2014
Title: Apprenticeships
Portfolio Holder: Cllr Chambers

Agenda Item

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Key decision: Yes

Summary

1. This report seeks funding to commence a new round of apprenticeship recruitment.

Recommendations

2. It is recommended that
 - a. The council approves a further tranche of apprenticeships as set out in paragraph 8.
 - b. The sum of £40,000 is allocated from the New Homes Bonus Contingency Reserve to fund the apprenticeships.

Financial Implications

3. The new tranche will be funded from the New Homes Bonus Contingency Reserve

Background Papers

4. None

Impact

Communication / Consultation	The council works with a partner organisation to deliver the apprenticeship scheme.
Community Safety	None
Equalities	None.
Health and Safety	No issues.
Human Rights/Legal Implications	None
Sustainability	None
Ward-specific impacts	None

Workforce/Workplace	None.
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Situation

5. The council employed a first tranche of six apprentices. All of these were within the Housing and Environmental Health Directorate.
6. The council works with a partner organisation who actually administer the scheme and find the apprentices.
7. The scheme has been a great success. Set out below is the name of each apprentice with their apprentice position and comments about them and their future.

Name	Role	Comments	Current employment position
Lee Beney	Pest Control Apprentice	Passed apprenticeship with credit	Now employed as a full time pest control officer
Alexander Duncan	Administrator Apprentice	Passed apprenticeship with credit	Now employed as a full time Admin Assistant
Grant Overson	Plumber Apprentice	Passed apprenticeship with distinction	Now employed as a full time plumber
Ella Ashton-Jones	Administrator Apprentice	Worked hard at the apprenticeship	Decided to go back in to further education
Robert Smyth	Carpenter Apprentice	Just completed his first year	Still on apprentice scheme
Callum Youens	Painter and Decorator Apprentice	Excellent feedback from college	Due to complete training this month

8. The Chief Executive will be presenting certificates to the above at his next staff briefing.
9. The next tranche will most likely consist of the following apprenticeships

Role	Department
Administrator Apprentice	Environmental Health

Administrator Apprentice	Housing Repairs
Plumber Apprentice	Housing Repairs
Fitter Apprentice	Vehicle Workshop
ICT Apprentice	Information Communications Technology

10. The cost to the council of the apprenticeship is approximately £5,000 per apprentice per annum. Some of the apprenticeships are for a single year others are for longer.
11. The sum required to commit to the above five apprenticeships is £40,000 and it is recommended that this sum is drawn down from the New Homes Bonus Contingency Reserve.
12. Apprenticeships are an excellent way for people new to the job market to gain experience. They are also an excellent way for the council to train future staff. As is demonstrated above by the fact that three of the four people who have completed their apprenticeship are now employed by the authority in established permanent roles.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
The council is unable to find suitable apprentices	1- There are no significant risks arising from the proposal	1 - There are no significant risks arising from the proposal	Working with the partner agency, and the timing, of the search for apprentices should mitigate this risk

1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.