

Subject:	Update on Apprenticeships within Brighton & Hove City Council		
Date of Meeting:	13th January 2014		
Report of:	Pinaki Ghoshal, Executive Director of Children's Services		
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Ward(s) affected:	All		

FOR GENERAL RELEASE

1. PURPOSE OF REPORT AND POLICY CONTEXT

- 1.1 The purpose of this report is to update members on the progress of creating apprenticeships for young people across the council. And the success in recruiting young people to these apprenticeships.

2. RECOMMENDATIONS:

- 2.1 That the committee notes the progress of the city council in recruiting young people to council apprenticeships.

3. CONTEXT/BACKGROUND INFORMATION

- 3.1 The council continues to work in partnership with Jobcentre Plus and the Leaving Care teams in supporting young people into work placements and apprenticeships. Presentations have been undertaken to engage young unemployed people in the apprenticeship opportunities through the council's programme. The National Apprenticeship Service continues to be a partner in sourcing training providers for our apprenticeships.
- 3.2 Work has also been undertaken to attract applicants from across communities within Brighton and Hove. The apprentice scheme has been promoted in a variety of ways including meeting with the BMECP and sending information through their communication channels including vacancies when they occur.
- 3.3 The strategy's original objective was to establish 70 apprenticeships within the council in 18 months from November 2012. A full list of apprenticeships can be found in Annex 1 of this report.
- 3.3.1 We currently have 23 apprenticeship opportunities in place across the council. Recent recruitment includes apprenticeships in the following departments: Human Resources x 2 (Level 5), Finance x 2 (Level 2) and Communication x 1 (Level 3).

3.3.2 We have commissioned a further 4 youth work apprentices through the commissioning of services for children. These apprentices currently sit with our contractors Impact Initiatives.

3.3.3 One young person has recently completed a work placement within Housing and moved onto an apprenticeship within the service.

3.3.4 We are recruiting to a further 13 apprenticeships, areas include:

Registrars, Procurement, Adult Social Care (Assessment Services)
Building Surveying, and Electrician.

3.3.5 We continue to identify opportunities for stand-alone work placements. Previous placements have included Human Resources, Parks and Gardens and Road Safety. We have successfully recruited two individuals who had work placements in HR to our 'admin all areas' casual pool and are undertaking assignments within the council.

3.4 We are half way to achieving our target of 70 apprentices but we are two thirds of the way through the programme and therefore need to accelerate the pace.

4. ACTIVITY TO SUPPORT APPRENTICESHIPS IN THE COUNCIL

4.1 The Apprenticeship Coordinator has attended management team meetings to inform them about the council's apprenticeship programme and highlight the benefits of funding apprentice posts, including creating a positive career pathway into employment in the council. At these meetings managers have been asked to identify opportunities for apprenticeships within their service area.

4.2 Managers see the apprenticeship strategy as an opportunity to plan for the future and invest in young people but are finding it a challenge to funding to meet the y costs for apprenticeships.,

4.3 Regular updates on numbers of apprentices will be made available to management teams, to ensure the development of opportunities is kept regularly under review.

5. ANALYSIS & CONSIDERATION OF ANY ALTERNATIVE OPTIONS

5.1 No alternative options were considered.

6. COMMUNITY ENGAGEMENT & CONSULTATION

6.1 We have provided information, advice and support to young people to develop their confidence, skills, knowledge and ability to move onto an apprenticeship. We have delivered this by holding a number of engagement sessions at the Brighton and Hove Job Centre 'Loft' to inform job seekers and care leavers of apprenticeship opportunities. Recruitment Managers deliver a presentation on

their service area which gives interested applicants a better understanding of the role and the council. The engagement sessions are advertised to the Youth Employability Service, Leaving Care and Youth Offending Service Teams. Through our partnership with Job Centre Plus further advice and guidance is available to those that express an interest and are offered a 1½ hours appointment with a Job Centre adviser to help them apply. The apprenticeship scheme has been promoted to the Black Minority and Ethnic Community Partnership (BMECP) who communicate the opportunities through their channels.

7. **CONCLUSION**

- 7.1 A recent review has led to ELT endorsing the following additional support of the apprentice scheme:
- 7.1.1 The Apprenticeship Co-ordinator reflects the value of the apprenticeship and work placement programme by displaying the experiences of apprentices and managers on the Wave.
- 7.1.2 ELT support HR working with apprentices nearing completion of their apprenticeship with coaching on application and interview skills development
- 7.1.3 HR and Finance work to support Directorate Management Teams identify further opportunities to establish apprenticeships within service areas.

8. **FINANCIAL & OTHER IMPLICATIONS:**

Financial Implications:

- 8.1 There are no financial implications for Children's services as a direct result of the recommendation of this report.

Two rates of pay are adopted by the council for apprentices working for the council.

- Intermediate Level 2 - £5.03ph (£9,704pa)
- Advanced and Higher Level 3+ - £6.31ph (£12,174pa)

The government offers financial support towards the training costs of employing an apprentice. The amount of funding available is dependant on the age of the apprentice being employed.

- 16 -18 - Training costs 100% fully funded.
- 19 -23 - Training costs of between 25-50%
- Training costs for age 24+ are not government funded

Finance Officer Consulted: Name David Ellis

Date: 06/12/13

Legal Implications:

8.2 There are no legal implications.

Lawyer Consulted:

Name Ian Yonge

Date: 10/12/13

Equalities Implications:

8.3 Children Leaving Care are given priority

Sustainability Implications:

8.4 Consideration needs to be given as to how sustainable funding for apprentices across all council departments is embedded at this time of considerable budget challenge.

Any Other Significant Implications:

8.5 Not applicable

SUPPORTING DOCUMENTATION

Appendices:

1. Current Apprentices within BHCC
2. Apprenticeship examples

Documents in Members' Rooms

1. None

Background Documents

1. None

Crime & Disorder Implications:

- 1.1 None

Risk and Opportunity Management Implications:

- 1.2 None

Public Health Implications:

- 1.3 None

Corporate / Citywide Implications:

- 1.4 This report supports the BHCC strategy to establish 70 apprenticeships within the council in 18 months from November 2012.