

North Tyneside Council Report to Cabinet 10 March 2014

ITEM 7(j) Apprenticeships
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Portfolio(s): Deputy Mayor

Cabinet Member(s): Councillor Bruce Pickard

Report from Service Area: Human Resources

Responsible Officer: Alison Lazazzera
Strategic Human Resources Manager **Tel: 0191 643 5012**

Wards Affected: All

PART 1

1.1 Purpose:

The purpose of the report is to seek Cabinet's approval for the Authority to create opportunities for 50 apprentices by the spring of 2015.

1.2 Recommendation(s):

It is recommended that Cabinet agrees the proposal to create apprenticeship opportunities going forward as outlined within this report and to support the longer term approach detailed.

1.3 Forward Plan:

It has not been practicable to give 28 days notice of this report as final arrangements have just been confirmed. The matter is required to be considered without the 28 days notice being given due to the need to be able to progress with expressions of interest for such opportunities, commencing in the month of March linked to National Apprenticeship Week.

1.4 Council Plan and Policy Framework

This report supports the Our People and Our Economy themes within the Our North Tyneside Council Plan.

1.5 Information:

1.5.1 Background

An Apprenticeship Framework was developed in September 2013 by Strategic Human Resources and approved by the Senior Leadership Team on 1st October 2013 which sets out the Authority's commitment and approach towards apprenticeship opportunities within the Authority.

The framework proposes that training is the primary purpose of apprenticeship opportunities and proposes the duration of apprenticeships be 18 months, in line with best practice.

The framework also sets out that apprentices would be on equitable terms and conditions to those of the Authority's employees and that pay would be in line with the National Apprenticeship Wage.

Since this framework was approved in October 2013 by the Senior Leadership Team further work has been undertaken to consider how the Authority can provide more opportunities for apprenticeships going forward, creating varied opportunities for people to work for the Authority.

1.5.2. Proposal Going Forward

It is proposed that the Authority have a target of creating 50 apprenticeship opportunities by Spring 2015 and going forward the consideration of opportunities for apprenticeships linked to workforce planning is to be a key feature each financial year.

In the lead up to National Apprenticeship Week in March of each year, in line with the Authority's financial and strategic planning process, consideration will be given to the various opportunities for apprentices for the coming year by Heads of Service. Job roles will be developed in order that the opportunities that are identified can be made available during the month of March for expressions of interest from prospective candidates.

Careful consideration will be given as to the most appropriate route for apprenticeship opportunities and the linkage with any possible employment opportunities going forward. The apprentices will be fully supported with appropriate induction, training, mentoring and support in order that they are work ready at the end of the apprenticeship.

Finally the Authority will be working with partners and local businesses to consolidate and publicise the North Tyneside Apprenticeship Offer.

1.6 Decision options:

The following decision options are available for consideration by Cabinet.

Option 1

To agree to the proposals set out in the report.

Option 2

Not to agree to the proposals set out in the report and request Officers to consider further proposals in relation to the provision of apprenticeships within the Authority.

1.7 Reasons for recommended option:

Option 1 is recommended as this will enable the Authority to provide varied apprenticeship opportunities for people, enabling them to gain the necessary skills and qualifications required for work in the future.

1.8 Appendices:

None

1.9 Contact officers:

Alison Lazazzera, Strategic HR Manager (tel 6432012)

1.10 Background information:

Apprenticeship Framework – October 2013

PART 2 – COMPLIANCE WITH PRINCIPLES OF DECISION MAKING

2.1 Finance and other resources

The costs relating to any apprentices will be managed through existing budget provision. This will be achieved by bringing together development and training budgets from across the authority, which will then be considered alongside existing central resources to support this programme and the authority's development requirements.

2.2 Legal

There are no direct legal implications relating to the proposals in this report. In accordance with the Local Government Act 2000 and the regulations made under that Act in relation to responsibility for functions, Cabinet is responsible for determining this matter.

2.3 Consultation/community engagement

2.3.1 Internal Consultation

The Senior Leadership Team and relevant Cabinet Members have been consulted.

2.3.2 External Consultation/Engagement

Consultation is ongoing with partners and local businesses to consolidate and publicise North Tyneside Apprenticeship opportunities.

2.4 Human rights

There are no human rights issues relating to this report.

2.5 Equalities and diversity

There are no adverse equality and diversity issues relating to this report.

2.6 Risk management

There are no risks relating to this report.

2.7 Crime and disorder

There are no implications relating to this report.

2.8 Environment and sustainability

There are no implications relating to this report.

PART 3 - SIGN OFF

- Chief Executive X
- Deputy Chief Executive X
- Head of Service X
- Mayor/Cabinet Member(s) X
- Chief Finance Officer X
- Monitoring Officer X
- Strategic Manager Policy, Partnerships, Performance and Communications X