
Cabinet Member for Strategic Finance and Resources

21 July 2016

Name of Cabinet Member:

Cabinet Member for Strategic Finance and Resources – Councillor J Mutton

Director Approving Submission of the report:

Executive Director of Resources

Ward(s) affected:

All

Title:

Apprenticeship Strategy 2016 - 2019

Is this a key decision?

No

Executive Summary:

The Council has been committed to Apprenticeships for many years and introduced its first Apprenticeship Strategy in 2011. A new three year Apprenticeship strategy has been produced which focuses on the Council's long term commitment to continue to develop its apprenticeship programme, ensuring high quality at every level across all pathways.

Recommendations:

Cabinet Member for Strategic Finance and Resources is asked to approve:

- The implementation of the Apprenticeship Strategy as detailed in Appendix 1.
- The continuation of the £263K funding per annum

List of Appendices included:

Appendix 1 – Apprenticeship Strategy 2016 – 2019

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

No

Report title: Apprenticeship Strategy 2016 - 2019

1. Context (or background)

- 1.1 The Council remains firmly committed to developing its workforce and increasing the number of young people working for it. This Apprenticeship Strategy outlines what the Council wants to achieve over the next three years.

2. Options considered and recommended proposal

- 2.1 The recommended proposals are for approval of the strategy and authorisation to implement it over the period of three years in addition to the continuation of £263K of funding per annum (the original £250K adjusted for NI and Superannuation changes).

3. Results of consultation undertaken

- 3.1 Internal consultation to date has taken the form of discussions with key stakeholders with further briefings planned once the strategy has been approved.

4. Timetable for implementing this decision

- 4.1 Implementation of the Strategy will commence immediately and the Strategy will be monitored by the Cabinet Member for Strategic Finance & Resources and reviewed on an annual basis.

5. Comments from Executive Director, Resources

5.1 Financial implications

There is an annual salaries budget of £263K within the Talent and Skills Division which funds approximately 20 apprentices between level 1 and 5 who are placed throughout the Council. The cost of an apprentice to the employer varies between £8K per annum at Level 1 to £17K per annum at level 5. A level 6 apprentice costs the employer £18K per annum. In addition there are also some apprentice posts which are funded by the services they work in. Any increase in apprentice numbers would need to be funded from service budgets.

5.2 Legal implications

Under the Equality Act 2010, as an employer, it is illegal for the Council to discriminate against its employees or those seeking employment with it as a result of a protected characteristic. Age, religion and disability are protected characteristics and the Apprenticeship Strategy is one means by which the Council seeks to ensure that this does not happen.

6. Other implications

There are no other specific implications

- 6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?**

The Apprenticeship Strategy outlines what we want to achieve over the next three years in Coventry City Council. Our aim is to promote wider access to apprenticeships across all communities in the city, and to increase the number of apprenticeships undertaken by young people within the Council. We will work with a range of organisations and services both internal and external to the Council promoting the benefits of apprenticeships to all, and link this to the development of local skills, workforce development and the Coventry economy by identifying and addressing gaps in delivery and particularly supporting small and medium sized employers to create more apprenticeship opportunities.

6.2 How is risk being managed?

The implementation of the Strategy will be overseen by the Head of HR & OD and the Head of Strategic. The Apprenticeship Team will develop a risk log.

6.3 What is the impact on the organisation?

Only 4% of the Council's workforce are aged between 18 and 24. This cohort of staff are currently under-represented across the workforce of the Council. The apprenticeship programme will attract participation and raise the aspirations of the widest possible range of young people and will enable the Council to benefit from a skilled, motivated and flexible workforce.

6.4 Equalities / EIA

An Equality Impact Assessment has not been undertaken however the Strategy focuses on widening participation for young people and particularly those young people who are under-represented such as looked-after children, Black, Asian and Minority Ethnic young people, young people with a disability, NEETs, and young refugees.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

As the City's largest employer Coventry City Council will play a leading role in promoting Apprenticeships across the City.

Report author(s):

Name and job title:

Grace Haynes – Head of Strategic HR

Directorate:

Resources

Tel and email contact:

02476 785042

Grace.haynes@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Andy Hyland Cathy Pallister Hardip Shouker	Apprenticeship Team	Resources	21/03/16	
Mamta Dhand	OD Advisor	Resources	21/03/16	
Jo Moynihan	Internal Comms Co-ordinator	Chief Executive's Office	09/05/16	
Gurdip Paddan	Governance Services Officer	Resources	24/07/16	7.7.16
Names of approvers for submission: (officers and members)				
Barbara Barrett	Head of HR & OD	Resources	21/06/16	22/06/16
Kathryn Sutherland	Lead Accountant	Resources	21/06/16	22/06/16
Gill Carter	Regulatory	Resources	21/06/16	22/06/16
Chris West	Executive Director	Resources	21/03/16	07/05/16
Councillor Mutton	Cabinet Member	Coventry City Council	23/06/16	24/06/16

This report is published on the council's website:

www.coventry.gov.uk/councilmeetings

Appendices:

Apprenticeship Strategy 2016 - 2019