
Report To:	Environment & Regeneration Committee	Date:	31 October 2013
Report By:	Corporate Director Environment, Regeneration & Resources	Report No:	E+R/13/10/02/SJ/SL
Contact Officer:	Stuart Jamieson	Contact No:	01475 712401
Subject:	Modern Apprenticeship Programme - 2013/14 Update		

1.0 PURPOSE

- 1.1 The purpose of this report is to provide an update on the Council's Modern Apprenticeship programme and specifically the recruitment of 32 additional Modern Apprentices (MAs) for the 2013/14 period.

2.0 SUMMARY

- 2.1 The Council submitted a successful tender to Skills Development Scotland for £69,000 to deliver 8 MAs in the 2013/14 period, 4 at Level 2 and 4 at Level 3.

However, in recognition of the need to increase the training and employment opportunities for local young people, the Council committed further resources to deliver an additional 12 MAs in this period, all of these at Level 3.

In addition, 12 MAs at Level 3 will be funded by the Council's successful Coastal Communities bid, all of whom will be working within the hospitality and tourism sector in Inverclyde.

- 2.2 In June 2013, expressions of interest were requested from Heads of Service, which resulted in a wide range of Services and Departments enquiring about the Programme, and ultimately resulted in 20 MA posts being allocated across the Council/CHCP as per Annex 1.
- 2.3 The 12 MAs for hospitality and tourism will be placed within 12 local companies. An information day for these companies has been arranged on 12 October with a view to the MA posts commencing on 21 October.
- 2.4 The recruitment of the 32 MAs began in July with the posts advertised via the recruitment portal myjobscotland, and through partner organisations including Jobcentre Plus and community groups.
- 2.4 At the closing date of 31 July, 309 MA applications had been received.
- 2.5 Following sifting of the applications a total of 110 applicants were invited for interview, which involved staff of the Workforce Development Team of Regeneration & Planning, and staff of the host services.
- 2.6 From the interviews, 19 young people aged between 16-24 years have been offered an MA position, with all starting in post by mid October. The recruitment of the remaining MA, relating to Health & Social Care (Adults), is ongoing and will be filled by end November.
- 2.7 With the addition of the 32 new MAs, it brings the Council's total MA participants to 62.
- 2.8 The Workforce Development Team of Regeneration & Planning are encouraged by the level of support and commitment by Services across the Council and CHCP to the MA programme, and to this end envisage that the programme can be expanded upon in future years, both from an SDS contracting perspective, and through an ongoing Council commitment to Youth Employment measures.

- 2.9 SDS have recently indicated that they will be bringing forward their tendering exercise for 2014/15 MAs, with their contract notice going on Public Contract Scotland in November 2013.

3.0 RECOMMENDATIONS

- 3.1 That the Environmental and Regeneration Committee note the ongoing delivery of the Inverclyde Council Modern Apprentice Programme; and
- 3.2 That authority be delegated to the Corporate Director Environment, Regeneration & Resources to submit a tender to Skills Development Scotland (SDS) for MA and Employability Programme places for the 2014/15 period via their tendering exercise in November 2013.

4.0 BACKGROUND

- 4.1 In 2008-11, Inverclyde Council allocated £300,000 for the recruitment of additional Modern Apprentices, to be recruited and managed through Economic Development. Subsequently, an annual budget of £150,000 has been made available for additional recruitment. The fund is enhanced by contractual income from Skills Development Scotland, which is used to pay for all training and associated costs. Applications to Skills Development Scotland are submitted annually and contract award is dependent on previous performance.
- 4.2 In 2012, in a further effort to address youth unemployment, Inverclyde Council allocated an additional 3 year budget of £330,000 for the purpose of recruiting Modern Apprentices.
- 4.3 Modern Apprentices are recruited at two levels:-
- Level 2 MA – £92.75 per week aged 16-19, increases to £174.30 at age 20; and
 - Level 3 MA – starting Grade A £12, 096 per annum.

The above, current wage rates are reflective of age, experience and that these are trainee posts, therefore, assumed not to be fully productive until they have completed appropriate training.

- 4.4 Level 3 Modern Apprentices are recruited with their salaries being funded through Inverclyde Council. Participants achieve work based qualifications relevant to their discipline and successful completers move to positive destinations – often posts within the Council. Whilst on the programme, individuals commence at Grade A and depending on the occupational area, the minimum duration of employment is one year and this can extend to four years in the case of construction apprentices.
- 4.5 Level 2 Modern Apprentices are recruited with their wage funded by and being paid at a rate agreed with Skills Development Scotland and in line with nationally agreed rates for apprenticeships. Participants achieve a work based qualification and positive outcomes include further study or appropriate jobs.
- 4.6 The MA programme does not operate in isolation but is part of a wider youth employment offer including options via Inverclyde Council, Skills Development Scotland and Jobcentre Plus – the Employability Pipeline.
- 4.7 Since this new MA programme commenced in 2008 and up to the current period, there have been a total of 104 new starts on the programme, including this year's intake of 32. Completion rates and positive outcomes are excellent, during that period there has been one participant who dropped out and this was for entirely personal reasons.

5.0 FINANCE

5.1 Financial Implications – One off Costs

Cost Centre	Budget Heading	Budget Year	Proposed Spend this Report	Virement From	Other Comments
various	MAs	2013/14	£172k		Core Funding
02200	MAs	2013/14	£178k		Earmarked Reserves
02479	Coastal Communities	2013/14	£50k		Grant Funded

Financial Implications – Annually Recurring Costs/ (Savings)

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments

6.0 CONSULTATIONS

- 6.1 Consultations regarding the Modern Apprentice Programme have included all appropriate partners.
Inverclyde Council – HR and all Departments

Annex 1 - 2013/14 Modern Apprentice Intake			
Host Service	SVQ Title	SVQ Level	Location
Transport & Waste Collection, Environmental & Commercial Services	Vehicle Mechanic Heavy Goods	3	Pottery Street Depot, Greenock
Health Improvement Children & Young People, Inverclyde CHCP	Health & Social Care - Children & Young People	3	Boglestone Clinic, Port Glasgow
Property Assets & Facilities Management	Facilities Management	3	Aberfoyle Road, Greenock
Property Assets & Facilities Management	Facilities Management	3	Aberfoyle Road, Greenock
Environmental & Commercial Services	Waste Management	3	Inglestone Park, Greenock
Youth Work & Health, Safer & Inclusive Communities	Youth Work	3	Nicholson Street, Greenock
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Education	Life Science (School Technician)	3	Inverclyde Academy, Greenock
Homecare, Inverclyde CHCP	Business & Administration	3	Dalrymple House (Homecare)
Mental Health Team, Inverclyde CHCP	Business & Administration	3	Crown House, Greenock
Children & Young Families, Inverclyde CHCP	Business & Administration	3	Dalrymple House, Greenock
Corporate Communications	Business & Administration	3	Municipal Buildings, Greenock
Education	Business & Administration	3	Craigmarloch School, Port Glasgow Shared Campus
Customer Contact Centre, Finance	Business & Administration	3	Municipal Buildings, Greenock
Customer Contact Centre, Finance	Customer Service	3	Municipal Buildings, Greenock
Adult Care, Inverclyde CHCP	Health & Social Care - Adult Care	3	TBA
Health Improvement Children & Young People, Inverclyde CHCP	Business & Administration	2	Boglestone Clinic, Dubbs Road, Port Glasgow
Education HQ	Business & Administration	2	Education HQ, Dalrymple Street, Greenock
Centre for Independent Living, Inverclyde CHCP	Business & Administration	2	Inverclyde Centre for Independent Living, Gibshill Road, Greenock
Economic Development, Regeneration & Planning	Business & Administration	2	Business Store, Cathcart Street, Greenock