

AD HOC SCRUTINY PANEL

16 JANUARY 2017

APPRENTICESHIPS

**HEAD OF SERVICE: Andrea Williams,
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SUMMARY

1. The purpose of this report is to provide the Panel with information regarding Apprenticeship programmes within Middlesbrough Council.

INTRODUCTION

2. Background

Middlesbrough Community Learning Service (MCL) is responsible for the delivery of government funded Apprenticeships for Middlesbrough Council. On average MCL recruit 120 apprentices each year, of which approximately 70 are young people aged 16-18.

The apprentice occupational areas currently supported are:-

- Business Administration - Intermediate Level 2 and Advanced Level 3
- Customer Service – Intermediate Level 2 and Advanced Level 3
- Support in Teaching & Learning – Intermediate Level 2 and Advanced Level 3
- Leadership & Management – Advanced Level 3
- Team Leading – Intermediate Level 2
- Environmental Conservation – Intermediate Level 2
- Local Environment Services – Intermediate Level 2

Further work with the Workforce Development team and LMT will develop a more broader offer of apprenticeships across the council in early 2017

EVIDENCE/DISCUSSION

3. Recruitment & Retention

Apprentices are recruited onto their relevant training programmes following the Middlesbrough Council/MCL recruitment process (see attached Apprentice Recruitment process Appendix 1)

In order to fully support the unsuccessful candidates MCL provides help and guidance in CV writing, interview techniques and job applications to make them more apprenticeship ready.

Overall retention for 2015/16 was 92%

Destinations for 2015/16 were:-

- 82% into employment
- 5% onto Higher Education
- 2% Apprenticeship progression
- 9% left due to personal extenuating circumstances
- 2% unemployed

(Please see attached Apprentice destinations for 2011/2016 – Appendix 2)

4. Advertising

The training team follow and administer Middlesbrough Council's recruitment procedures. All Middlesbrough Council Apprentice vacancies are advertised on the National Apprenticeship Vacancy Matching Service and Middlesbrough Community Learning website. Recruitment sessions are also held regularly at Middlesbrough Multi Media Exchange. We also attract a high number of applicants via family and friends referrals and through word of mouth from Middlesbrough Council employees.

5. Apprenticeship Costs & Salaries

Middlesbrough Council Apprentices receive the government training apprenticeship salary rates (Please see attached Apprentice Rates of Pay – Appendix 3). All apprentices are paid by the relevant service area/employer they are working with. Apprentice rates change according to age and level of apprenticeship.

Currently the cost of training and supporting apprentices is covered by the annual allocations from the Skills Funding Agency to MCL. Each apprenticeship type and level is allocated a specific amount of funding. To access the allocation an apprentice is enrolled on a government database. For example a Level 2 Business Administration apprentice would be worth £3983.00 of allocation. MCL has to recruit enough apprentices to fully utilise the allocation.

6. The Quality Assurance of Middlesbrough Councils Apprentices

The provision is externally assured by both Ofsted and Matrix every three years. The quality assurance systems for apprentices are included in an annual self-assessment report which provides a summary of all aspects of the provision and any key actions. (please see attached current Apprenticeship Self-Assessment Report 2015/16 – Appendix 4)

In February 2016 Ofsted inspected our provision and found it to be graded as Good Overall with Outstanding features for Leadership and Management and Support for Learners' Personal Development, Behaviour and Welfare.

In April 2017 apprenticeships in England will be delivered and funded in a new way, apprenticeship funding is being transferred to employers known as the apprenticeship Levy.

Middlesbrough Council will have £500,000 of Levy allocation to spend on the delivery of apprenticeships.

A public sector government target for apprenticeship recruitment will come into force. For Middlesbrough Council this will mean a target of 120 apprentices recruited each year.

Every individual apprenticeship framework is being phased out in favour of a new employer designed apprenticeship standard that may not be linked to qualifications.

The new standards are more expensive and often take longer to deliver than the old frameworks.

All apprenticeship assessment is being moved from provider control to a third party independent assessor.

All of the above comes into effect in April 2017

CONCLUSIONS

7. The apprenticeship offer mainly delivered by MCL supports the current needs of the Council
8. The current apprenticeship offer through MCL is externally validated as a high quality programme.
9. MCL needs to diversify the current offer through curriculum development and partnership work so that more specialist apprenticeship careers are supported through Middlesbrough Council in line with the developing priorities identified by workforce development.
10. MCL needs to be in a position to both manage and deliver the apprenticeship levy changes in April 2017.

BACKGROUND PAPERS

Apprentice Recruitment process Appendix 1

Apprentice destinations for 2011/2016 – Appendix 2

Apprentice Rates of Pay – Appendix 3

Apprenticeship Self-Assessment Report 2015/16 – Appendix 4

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