



East
Northamptonshire
Council

Personnel Sub-Committee – 22 March 2011

Creating ENC Apprenticeships

Purpose of report

The purpose of this report is to seek approval from members to create a new East Northamptonshire Council (ENC) Apprenticeship scheme.

1.0 Background

- 1.1 Apprenticeships are on the job training schemes that lead to a nationally recognised qualification. The co-ordination of the schemes and training funding are provided by the National Apprenticeship Service. There are three levels of apprenticeship, and they can last from a minimum of around 9 months, up to around 18 months. There are over 200 apprentice schemes covering a wide variety of roles from childcare to law.
- 1.2 Apprenticeships are open to people of all ages, but are often targeted to attract young people in the 16 - 19 age group as a valid alternative career route to traditional A levels.
- 1.3 ENC has had a strong history of recruiting people into casual and trainee posts, and then developing them. For example Julia Smith (Commercial Health Manager) and Jenny Walker (Environmental Protection Manager) both undertook their University sandwich years at ENC as trainee Environmental Health Officers.
- 1.4 Modern apprenticeships offer the following benefits and advantages to the Council:
 - Development opportunities for local people.
 - Alternative career pathways for young people wanting to work in Local Government.
 - Effective succession planning within the Council.
 - A cost effective way of delivering services.

2.0 The new ENC apprenticeship scheme

- 2.1 Two potential apprenticeship posts have been identified. One in customer services, the other in IT. These posts have already been approved by the Corporate Management Team and the chairman of the Personnel Sub-Committee.
- 2.2 Tricia Orr (HR advisor) has been working with the National Apprenticeship Scheme to set up the two apprenticeships. She has identified a preferred local provider for the training element of the scheme, and she is currently working with the line managers to progress the recruitment of the new apprentices.
- 2.3 The aim is to have the two new apprentices in post in April 2011.
- 2.4 A pay scheme for apprentices is currently being negotiated with UNISON. Actual pay will vary depending on the age of the successful applicants.
- 2.5 If the apprentice is over 21, the council will be required to pay at least the minimum wage, which is currently £5.93 per hour (£11,440 per annum).
- 2.6 If the apprentice is under 21 the following progressive pay rate, which rewards the apprentice for continuing with the scheme, is proposed.

- 6 months @ £130 per week - £3,380
- 6 months @ £160 per week - £4,160
- 6 months @ £180 per week - £4,680
- 6 months @ £220 per week - £5,720

Total for 2 years £17,940 (the approved budget was £9,000 per annum)

3.0 Legal Challenges

3.1 No legal challenges are anticipated.

4.0 Risk Management

4.1 There are no significant risks arising from this issue.

5.0 Financial Management

5.1 This project is expected to save money. The training costs of the apprentice framework are paid for directly from the government.

6.0 Recommendation

6.1 It is recommended that the sub-committee agree the creation of an ENC apprenticeship scheme.

(Reason – to reduce costs and provide training opportunities for local residents.)

Legal	Power: Local Government Act 1972 - section 111				
	Other considerations:				
Background Papers:					
Person Originating Report: Aime Armstrong: HR Manager					
Date:					
CFO		MO		CX	

(Committee Report Normal Rev. 22)