

Report for: Staffing & Remuneration Committee, 26 November 2019

Title: Update to Apprenticeship Programme

Report

authorised by: Richard Grice, Director of Customer, Transformation and Resources

Lead Officer: Maxine Sobers, Workforce Resource Manager

Ward(s) affected: none

Report for Key/

Non Key Decision: none

1. Describe the issue under consideration

- 1.1. In July 2019, members of this Committee received an update on the Council's apprenticeship scheme following the introduction of the apprenticeship levy and public sector targets in 2017.
- 1.2. Since that time, the Council has developed a broader strategic approach to the promotion and use of apprenticeships. This report provides a summary of that strategy and planned next steps.
- 1.3. Appendix 1 provides a more detailed report, which will be used to deliver this item for Staffing and Remuneration committee.

2. Cabinet Member Introduction

Not applicable.

3. Recommendations

This report is for information and for the Committee to note the current position.

4. Reason for Decision

Not applicable.

5. Alternative options considered

Not applicable.

6. Background information

- 6.1. See Appendix 1 – presentation

7. Current Position as at October 2019

- 7.1 Since the Committee met in July 2019, the Council has appointed five apprentices and a further seven roles are in the process of being recruited. The below table illustrates we are steadily increasing the number of apprenticeships created each year. However, like many organisations we are some way off from meeting the public sector targets recommended by Government.

Year	Haringey Schools				Actual	Overall Target
	New staff	Existing staff	New staff	Existing staff		
						50 Haringey 80 Schools
2017/18	5	0	13	0	18	130
2018/19	7	19	5	4	35	130
2019/20	7	8	2	3	20	130
Totals	19	27	20	7	73	390
	+ 7 pending	+1 pending		1 transfer		

7.2 The table below provides levy spend details as of October 2019.

Levy paid to HMRC by the Council	£1,951,878
Levy paid back by HMRC (includes 10% top up) into our digital account, available to pay for training	£2,140,891
Amount spent on training to date	£94,553
Amount expired	£348,762
Amount transferred to non-levy organisation	£17,740

8. **Contribution to strategic outcomes**

The development of an apprenticeship approach and offer contributes to the Workforce Development Strategy 2019-2023 and Borough Plan of same period.

9. **Statutory Officers' comments**

10. **Chief Finance Officer**

The Council's annual Apprenticeship Levy contribution (including Schools) is c.£800,000 (£1,951,878 paid in total to date) which goes into our digital account along with a 10% top-up provided by Government. Unspent levy amounts over 24 months old expire and are deducted monthly from the account. These are c.£60,000 per month (£348,762 to date). Increasing the number of apprenticeship starts, within the constraints of existing staffing budgets, will make a greater use of our levy contribution as would identifying opportunities to transfer some of our levy to partner/other organisations who perhaps have the resources to pay the salary, if they are growing in size, but don't have the extra to pay for the training.

The proposed increase in Council staffing resources of 2.3 FTE to support the Apprenticeship programme will cost an additional £133,117 per annum. A growth bid has been submitted as part of the 2020/21-2024/25 Budget and Medium-Term Financial Strategy that will go to Cabinet and Full Council for approval in February 2020.

11. **Assistant Director of Corporate Governance**

Section A9 of the Apprenticeship, Skills, Children and Learning Act 2009 (which was inserted into that Act by section 24 of the Enterprise Act 2016) says the public bodies for which the apprenticeship targets are set “must have regard to the targets”. Accordingly provided the Council has had regard to the targets, then it is not in breach of the legislation by failing to meet them. Further there is currently no statutory sanction in place for any public body that fails to meet the target mentioned in paragraph 6.4.

Under section A10 of the Apprenticeship, Skills, Children and Learning Act 2009, and the Public Sector Apprenticeship Targets 2017, the Council is required to publish and send to the Secretary of State annually information on its progress towards meeting the apprenticeships target. The Secretary of State must also be sent by the Council annually information explaining the steps taken to meet the target and reasons why the target has not or may not be met.

Under legislation there is no upper age limit to Apprenticeships and therefore any age restrictions for applicants is likely to be viewed as Age discrimination under the Equality Act 2010 unless this restriction can be objectively justified on the basis of a legitimate aim. The Council may be able to stipulate an age restriction for apprenticeships applicants on the basis of positive action where the Council is specifically targeting a certain group of people that are unrepresented in the work force. Providers and assessment organisations from the approved registers.

12. **Use of Appendices**

Appendix 1 – Apprenticeship update for Staffing and Remuneration Committee (PowerPoint presentation format)

Appendix 2 - Summary of apprenticeship qualifications undertaken.

13. **Local government (Access to Information) Act 1985**

Not applicable.

Appendix 2 - Summary of apprenticeship qualifications undertaken (2017 to date)

Haringey apprenticeships

Apprenticeships (New)	Apprenticeships (Staff)
Accounting, level 3	Arborist, level 2
Business Admin, level 3	Accounting, level 2/3
Commercial Support, level 4	Associate Project Managers, level 4
Customer Services, level 2/3	Commercial procurement, level 4
Early Years Educators, level 2/3	Data Analyst, level 4
Horticulture and Landscape, level 2	Facilities Management, level 3
Infrastructure Technician, level 3	HR, level 5
	Intelligence Analyst, level 4
	Professional Account, level 7
	Operational Depart Manager, level 5
	Senior Leader, level 7
Pending	
Youth Work, level 2 x (3)	Learning & Development, level 3
Business Admin, level 3 (x 3)	
Junior Content Producer, level 3	

School apprenticeships

Apprenticeships (New)	Apprenticeships (Staff)
Business Admin, level 2/3	Early Years Educators, level 2/ 3
Early Years Educators, level 2/ 3	School Business Professional, level 4
Digital Marketer, level 3	Teaching Assistants, level 2
Infrastructure Technician, level 3	Senior Leader, level 7 (transfer)
I.T Support, level 3	
Horticulture and Landscape, level 2	
Supporting Teaching & Learning, level 2	
Teaching Assistant, level 3	