

# NEATH PORT TALBOT COUNTY BOROUGH COUNCIL

## Personnel Committee.

3<sup>rd</sup> September 2018

### Report of the Head of Streetcare

M. Roberts

#### Matter for Decision

**Wards Affected:** All Wards

#### Foundation Apprentices – Lighting and Building Services

#### Purpose of Report

- 1 The purpose of this report is to seek Members approval to provide two Foundation Apprenticeship opportunities within Lighting and Building Services of the Streetcare Services Division of the Environment Directorate, as follows:-
  - 1 x Electrician
  - 1 x Painter and Decorator.

#### Background.

- 2 Lighting and Building Services has traditionally had an Apprentice Training Programme. The last Apprentice intake was 2017 and those trainees are successfully undertaking their Apprenticeships at the present time.
- 3 The Lighting and Building Services age profile indicates that a substantial number of staff will be retiring in the next ten years so in order to ensure that necessary skills and experience are available and retained within the Authority that it is vital that apprenticeships continue to be made available.
- 4 The proposal set out in this report supports one of the aims of the national Career Start Scheme insofar as the creation of apprenticeship opportunities will enhance the employment prospects of a number of local young people as well as making a contribution towards a more diverse Council workforce in terms of age profile.

## **Proposal.**

- 5 Previously Apprentices would have been appointed to an NVQ level 3 Modern Apprenticeship scheme from day one. However, in the current circumstances, in order to maximise the number of opportunities which can be provided, it is proposed to appoint individuals as Foundation Apprentices and to pay a training allowance for a two year fixed term contract leading to the proposed trade / occupation, a decision will need to be made about which of the following options is most appropriate at that time;
  - a. Continuation to a full apprenticeship to complete a NVQ 3 Qualification.
  - b. Appointment to a permanent position within the structure if available.
  - c. Cessation of the Apprenticeship arrangement, having provided the individual/s concerned with valuable first class training opportunity.
  
- 6 The two post identified for 2018/2019 Foundation Apprenticeships are as follows;

Electrician  
Painter and Decorator.

## **Foundation Apprentice Recruitment.**

- 7 The Foundation Apprenticeship would be delivered via Pathways Training based in Neath Port Talbot College (NPT Group) as part of the national apprenticeship programme led by the Welsh Government. Advertisement will be made on the Neath Port Talbot County Borough Council Website and across the partnership including the Careers Service via Neath Port Talbot College (NPTC Group) and the Neath Port Talbot Learning Promotion Group.
  
- 8 Given the request for the two apprenticeships, it will be necessary to create Foundation Apprentice posts on the Streetcare Staffing Structure, whilst keeping any current "Apprentice" posts vacant for potential, subsequent progression to full Apprenticeship status at the end of their two year training programme.

## **Financial Impact**

- 9 The funding for these posts will be met within the Building Services operational budget. Each post, including relevant employer costs will be in the sum of £14,833 per annum for the initial two year period based on the current £5.90 per hour pay rate for an 18-20 year old. This figure may fluctuate dependent upon age of the candidate and applicable National Living Wage.

A Financial Appraisal is provided in Appendix 1.

## **Equality Impact Assessment**

- 10 There are no equality impacts associated with this report.

## **Workforce Impact**

- 11 There are no workforce impacts associated with this report.

## **Legal Impact**

- 12 There are no legal impacts associated with this report.

## **Risk Management**

- 13 There are no risk management issues associated with this report.

## **Consultation**

- 14 There is no requirement under the Constitution for external consultation on this item.

## **Recommendation(s)**

- 15 It is recommended that members approve the creation of two Foundation Apprentices in Lighting and Building Services within Lighting and Building Services of the Streetcare Services Division of the Environment Directorate, as follows:-

1 x Electrician  
1 x Painter and Decorator

**FOR DECISION**

### **Reason for Proposed Decision(s)**

- 16 To assist in Lighting and Building Services succession planning programme needed to supplement trades and technical experts that will be lost due to retirement.

### **Implementation of Decision**

- 17 The decision is proposed for implementation after the three day call in period.

### **Appendices**

- 18 None.

### **List of Background Papers**

- 19 None.

### **Officer Contact**

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