



**NOTTINGHAM CITY COUNCIL**  
**EXECUTIVE BOARD**

**Date:** Tuesday 21 January 2014

**Time:** 2.00 pm

**Place:** Ground Floor Committee Room - Loxley House, Station Street, Nottingham,  
NG2 3NG

**Councillors are requested to attend the above meeting to transact the following business**

A handwritten signature in black ink, appearing to read 'Carol Jones'.

**Deputy Chief Executive/Corporate Director for Resources**

**Constitutional Services Officer: Direct Dial: 0115 8764301**

**AGENDA**

**Pages**

**4(a) ADDENDUM TO APPRENTICESHIP PROGRAMME -  
NEIGHBOURHOOD SERVICES - KEY DECISION**

**3 - 4**

Joint report of Portfolio Holder for Jobs and Growth and Community  
Services

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**Executive Board – 21 January 2014**

**Addendum to agenda item 4 - Apprenticeship Programme - Neighbourhood Services**

Replacement of section 4

**4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

4.1 A breakdown of cost and suggested funding arrangements are detailed in the table below:

**Apprentices Initiative Costs**

	<u>2014/15</u>	<u>2015/16</u>
Cost of employing 50	600,000	600,000
Mentor and Co-ordinator	29,186	29,478
Supervisors x2	42,317	42,740
Honoraria for 25 Buddies	5,000	5,000
Qualification costs	17,500	0
Uniforms	5,000	0
	<b>£ 699,003</b>	<b>£ 677,218</b>

**Funding**

	<u>2014/15</u>	<u>2015/16</u>
Nottingham Jobs Fund (NJF)	122,500	0
Nottingham Apprentice	71,000	71,000
City Council Jobs Fund	0	122,500
Department for Work & Pensions Wage Incentive	27,300	0
Priority Family Funding	150,000	150,000
Neighbourhood Services – existing budgets	152,000	152,000
Balance funded by staff vacancies – see 4.6 below	176,203	181,718
	<b>£ 699,003</b>	<b>£ 677,218</b>

4.2 In December 2013 this Board agreed to the extension of the Nottingham Jobs Fund (NJF) and a further £1 million was set aside for this purpose.

4.3 The NJF was specifically designed to encourage external bodies to employ apprentices. The “City Council Jobs Fund” referred to above is a suggested allocation specifically for City Council services to use for their own apprentices.

4.4 One of the NJF criteria is that the organisation has to increase its staffing levels. This would be met in this case as the intake of apprentices will be employed in additional posts being created to support the Neighbourhood Services commercial growth agenda. Commercial growth activities include delivering an in-house hedge cutting service, growing the recycling service outside of Nottingham and, over time, the ambition to provide services to partner organisations.

- 4.5 The Health and Wellbeing Board supports incentives that can improve unemployment within the city and a report will be submitted to request the £150,000 per annum from Priority Family funding. This programme not only identifies employment opportunities at the end of the scheme but also helps the young people with the transition into the working environment.
- 4.6 It is proposed that the remaining cost be met by Neighbourhood Services through the use of funding created from the management of vacant posts. The £176,203 required in 2014/15 would be generated from 18 vacancies, assuming an average saving per vacancy of £9,758 (6 months' cost of a grade C post). The same process would apply in 2014/15.
- 4.7 The requirement from Neighbourhood Services will therefore be smoothed out over the period. This is planned to coincide with the period of growth which, together with vacancies, will provide opportunities for these young people after successful completion of the apprenticeship framework.

Ian Greatorex, Finance Business Partner  
0115 87 63703  
[ian.greatorex@nottinghamcity.gov.uk](mailto:ian.greatorex@nottinghamcity.gov.uk)