

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2853
Author:	Nicola Stevens
Department:	Development
Contact:	Nicola Stevens (Job Title: Employment and Skills Strategy Officer, Email: nicola.stevens@nottinghamcity.gov.uk, Phone: 0115 876 3931)
Subject:	Apprenticeship Service - Funding for post and development/marketing of service
Total Value:	£49,950 (Type: Capital)
Decision Being Taken:	<p>1. To approve investment of £40,000 to fund a 1 x FTE H grade fixed term 12 month post and £9,950 to fund the development of an apprenticeship matching and account management service for the Council and other SME employers. (Portfolio Holder Decision)</p> <p>2. To approve to establishment and recruitment of 1 x FTE H Grade fixed term post for a 12 month term to manage the Apprenticeships Service. (Non-Executive Officer Decision)</p>
Reasons for the Decision(s)	<p>Central Government is making significant reforms to apprenticeships which go live in April 2017. The reforms are aimed at improving UK productivity levels and social mobility. These reforms also mean that the cost of participating in apprenticeships and the number of apprenticeships required by the local authority other local employers are set to increase. The changes and responsibilities resulting from the reforms may place barriers in the way of some Small to Medium Enterprise (SME) employers wanting to hire apprentices. It is in the Council's interest to support employers and training providers to engage fully with the new apprenticeships regime.</p> <p>The investment will generate economy of scale savings for both the Council and other public sector bodies, making savings that negate the increased resource burden under the new regime.</p> <p>This start-up funding will enable services to be offered to SMEs employing apprentices across the local area. This proposal proactively contributes to the Council's strategic objectives and aims to continue to raise standards and ensure that apprenticeship training is aligned to local workforce need.</p> <p>Further information is available in the attached briefing note.</p>
Briefing notes documents:	Apprenticeships Service DDM Briefing Note.docx

Other Options Considered:

Option 1 - Wait to see the actual impact of the reforms and then respond. It is considered that a proactive approach is required to be better placed to leverage potential benefits so for this reason this option was not considered.

Option 2 - Futures Delivery. The risk is that Futures also want to provide apprenticeship training and this raises issues regarding potential conflicts of interest for managing the Approved List, for this reason this option was not considered.

Option 3 - Partnership with another local authority. The risk being that the relevant political agreement for partnership is likely to be time consuming and will delay the launch of this service. For this reason this option was not considered.

Background Papers:

Published Works:

SFA Guidance: 'Apprenticeship Funding from May 2017', available on line at: <https://www.gov.uk/government/collections/apprenticeship-changes>

11.2 Nottingham City 'Council Plan 2015-2019', available online at: <http://documents.nottinghamcity.gov.uk/download/2305>.

Affected Wards:

Citywide

Colleague / Councillor Interests:

Any Information Exempt from publication:

Yes

Exempt Information:

Description of what is exempt:

The Exempt Appendix to this report is exempt from publication under paragraph 3 of Schedule 12A to the Local Government Act 1972 because it contains information relating to the financial affairs of the Council and, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972

3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because disclosure could prejudice the competitive procurement exercise by revealing the Council's strategy to finance the service. This information is exempt from publication prior to the procurement exercise, during and while the approved list is in use

Documents exempt from publication:

Apprenticeships Service Financial Case - Exempt Appendix.docx

Consultations:

Date: 10/01/2017

Other: Councillor Sam Webster

Councillor Webster as the Portfolio Holder for Education, Employment and Skills was consulted on 24th January 2017 and supported the proposals.

Those not consulted are not directly affected by the decision.

Crime and Disorder Implications:

N/A

Equality:

EIA not required. Reasons: No new equalities considerations arise as a result of the investment in recruitment and marketing of this service.

Social Value Considerations:

£9,950 marketing budget may involve commissioning some services from third parties.

Relates to staffing:

Yes

Decision Type:

Portfolio Holder

Subject to Call In:

Yes

Call In Expiry date:

06/06/2017

Advice Sought:

Legal, Finance, Procurement, Human Resources, Equality and Diversity

Legal Advice:

Legal Advice (Employment)

Under Section 7 of the Local Government and Housing Act 1989, any appointment to the proposed post should be made on merit

John Bernard-Carlin
Team Leader
Housing, Employment & Education Team
Legal Services Advice provided by John Bernard-Carlin (Team Leader) on 29/03/2017.

Finance Advice:

The costs outlined in the decision of £49,950 are to cover a post to undertake management of the scheme and marketing of the new service. These costs are expected to be covered from income generated as outlined in the attached business case. Any risk to the Council is mitigated as the method of service delivery, and income generated will be subject to review. The post holder will also be on a fixed term contract and if the service is not taken up as anticipated, the post can be terminated.

The initial costs of the scheme will be funded from the Invest to Save reserve which will be repaid with the income generated.

Advice provided by Susan Tytherleigh (Senior Finance Manager) on 23/02/2017

Procurement Advice:

The report requests approval for £49,950 to cover a temporary post to undertake management of the Apprenticeship Approved Provider List scheme. Whilst the approved provider list has procurement implications, this is covered under a separate approval. Therefore there are no procurement considerations relating to this specific request, and consequently no procurement concerns. Advice provided by Rosalie Parkin (Category Manager) on 06/03/2017.

HR Advice:

The report requires approval to recruit to a temporary post to undertake management of the Apprenticeship provider scheme. The post is for 1 year so there are no redundancy liabilities - (if an internal fixed term colleague is taken on which extends their current contract, this liability should be considered). This post will work in conjunction with the strategic plans that the Council have in using the levy themselves.

The recruitment of this role should follow the normal routes of exploring redeployment and the internal and external market place.
Advice provided by Hannah Gemmill (HR Business Partner) on 28/03/2017.

Equality and Diversity Advice:

What will be important is that the channels for recruitment are kept wide in order to attract as many diverse applicants as possible in order to meet our Public Sector Equality Duty re: equality of opportunity and our broader strategic objective to ensure a diverse workforce that represents the city. Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 24/03/2017.

Signatures

Graham Chapman (PH for Resources and Neighbourhood Regeneration)
SIGNED and Dated: 26/05/2017

David Bishop (Deputy CE, CD for Development and Growth)

SIGNED and Dated: 15/05/2017