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**To: Economy and Jobs Policy Board**

**On: 3 February 2016**

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**Report by: Director of Development and Housing Services**

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**Heading: Modern Apprenticeship Programme - Update**

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## **1. Summary**

- 1.1 This paper provides an update on the Council's Modern Apprenticeship Programme. This includes performance to date for 2015 /16 and information on tender submission to Skills Development Scotland to continue the programme into 2016 / 17.
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## **2. Recommendations**

- 2.1 It is recommended that the Board:
- (i) Note current performance levels; and
  - (ii) Agree that further updates on progress for this area of service provision be provided to the Board on a regular basis.
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## **3. Background**

- 3.1 Renfrewshire Council are recognised by Skills Development Scotland as a National Training provider and tender each year for a contract to provide and deliver a range of Modern Apprenticeship opportunities.

The Council's Modern Apprenticeship Programme (MAP) currently provides a range of apprenticeships in both traditional craft areas, such as joinery, electrical, plumbing, horticulture and motor vehicle mechanics, as well as in

non-traditional areas, such as Business and Administration, Procurement and Digital and Creative Media through our Office-based Programme.

- 3.2 This service is provided by a small team, who have recently transferred from Finance and Resources, HR and Organisational Development to Economic Development, Development and Housing Services. This will allow all aspects of employability services provided by the Council to be working together to provide greater cohesion and added value. The team consists of:

- Assistant Manager, Council Employability Programmes (1)
- Vocational Qualifications Programme Co-ordinator (1)
- Vocational Assessor / Internal Verifier (3)

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#### **4. 2015 / 16 Performance**

- 4.1 Through the 2015 / 16 tender process Skills Development Scotland awarded Renfrewshire Council a contract which allowed us to start up to 26 new Modern Apprentices, across the range of frameworks noted in Section 3.1. The contract value was approximately £153,000.
- 4.2 Due to careful planning and various service restructures all 26 new starts were in place by October 2015, significantly ahead of schedule. We therefore requested an addition to our contract and were awarded a further 15 new start places, therefore allowing for up to 41 new starts in 2015 /16.
- 4.3 To date 38 starts have been agreed, or are in place. Work is ongoing to ensure the remaining 3 places will be utilised prior to March 2016.
- 4.4 We have claimed £124,000 of our contract value to date and our profiling indicates that we will claim the full contract award of £153,000 by March 2016.

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#### **5. 2016 / 17 Tender Submission**

- 5.1 Skills Development Scotland began the tender process for 2016 / 17 Modern Apprenticeship contracts in November 2015.
- 5.2 Following discussions with service contacts our submission is for 37 new Modern Apprenticeship starts. This will again include a range of frameworks as noted in Section 3.1
- 5.3 Skills Development Scotland anticipate that they will inform us of the outcome of the tender process in March 2016.
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## Implications of the Report

1. **Financial** – No implications, as ongoing service delivery will be managed through current financial arrangements.
2. **HR & Organisational Development** – None.
3. **Community Planning – Jobs and the Economy** - contributes to the themes of the Jobs and Economy community planning theme.
4. **Legal** – None.
5. **Property/Assets** – None.
6. **Information Technology** – None.
7. **Equality & Human**  
The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – None.
9. **Procurement** – None.
10. **Risk** – None.
11. **Privacy Impact** – None.

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## List of Background Papers

None

The contact officer within the service is Ruth Cooper, 0141 618 7868,  
[ruth.cooper@renfrewshire.gov.uk](mailto:ruth.cooper@renfrewshire.gov.uk)

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**Author:** Michael Moran, ext 7296, [michael.moran@renfrewshire.gov.uk](mailto:michael.moran@renfrewshire.gov.uk)