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**To: Economy and Regeneration Policy Board**

**On: 28 May 2024**

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**Report by: Chief Executive**

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**Heading: Modern Apprenticeship Programme Update**

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## **1. Summary**

- 1.1 Renfrewshire Council's Modern Apprenticeship Programme has been successfully delivered for a number of years.
- 1.2 The Programme supports approximately 80 apprentices at any given time, with around 30 new opportunities available to Renfrewshire residents each year.
- 1.3 Our programme outcomes consistently exceed national targets, compare well to other providers and are shown to support under-represented individuals and groups.
- 1.4 This report updates on progress for 2023 / 24 and confirms continued delivery of the programme into 2024 / 25.

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## **2. Recommendations**

- 2.1 It is recommended that the Board:
  - a) Note the content of this report and continuation of funding from Skills Development Scotland into 2024/25.

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## **3. Background:**

- 3.1 Renfrewshire Council's Modern Apprenticeship Programme (MAP) has been in place for approximately 18 years and in that time has supported almost 800 Renfrewshire residents into employment.
- 3.2 Modern Apprenticeships (MA) mainly support young people aged 16 – 24 into employment. However, increasingly opportunities are being made available to applicants of all ages, with particular support offered to those aged up to 29 who are disabled or care experienced.

- 3.3 Modern Apprentices gain paid work experience and a qualification related to their particular occupational requirements. They will have an Individual Training Plan and complete an appropriate vocational qualification at either, SCQF Level 5, 6 or 7.

The Council has qualified staff who assess and verify a range of qualifications in the areas of Business and Administration and Social Services for a number of apprentices. Whilst other apprentices will attend at a local further education college to achieve their required qualification, for example in areas such as construction.

#### **4. Modern Apprenticeship Programme Delivery**

- 4.1 Renfrewshire Council is contracted as a Learning Provider to deliver modern apprenticeships through a procurement process, which is led by Skills Development Scotland (SDS) on behalf of Scottish Government.
- 4.2 During 2023 / 24 we recruited 31 new apprentices across a range of frameworks including Business and Administration, Social Services (Children and Young People), Construction (a range of trades), Horticulture and Motor Vehicle Mechanics. This included supporting a small number of local businesses to recruit new apprentices.
- 4.3 The number of opportunities and range of roles available each year can change based on Council and business service requirements. Recruitment for these opportunities is restricted to Renfrewshire residents.
- 4.4 It can take between 12 and 48 months for an apprentice to achieve all requirements depending on the framework undertaken.
- 4.5 Each year we provide a full range of support to around 80 apprentices, with approximately 65% being employed by the Council and 35% with local businesses.
- 4.6 SDS recently advised our 2024/25 contract will be renewed and we have been awarded up to 27 new opportunities in the following areas:
- Business and Administration (9 apprenticeships)
  - Social Services (Children and Young People) (2 apprenticeships)
  - Construction (Trades) (8 apprenticeships)
  - Horticulture (3 apprenticeships)
  - Motor Vehicle Mechanics (1 apprenticeship)
  - Housing (2 apprenticeships) (NEW)
  - Youth Work (2 apprenticeships) (NEW)
- 4.7 We regularly discuss with Council service colleagues how we might add to the range of opportunities available, wherever possible. This year we will offer new apprenticeship opportunities in Housing (2), Youth Work (2) and Regulatory Services (2). The Regulatory Services framework is being offered for the first time, so SDS has restricted contract access to a small number of learning providers. We are not one of the learning providers selected. However, Regulatory Services colleagues have secured access to two these opportunities.

4.8 The Modern Apprenticeship team have provided advice and assistance to Regulatory Services colleagues to support recruitment of these roles. This support will continue throughout the duration of these apprenticeships. This will increase the number of opportunities offered to 29.

## **5. Programme Outcomes**

5.1 The main objective of our MAP is to ensure that apprentices complete all MA requirements and progress into a permanent job role. This is referred to by SDS as an Achievement. Renfrewshire's MAP has for many years consistently received Achievement Rates which are higher than national targets of 70% - 75% (depending on framework).

5.2 Our overall achievement rate for 2023 / 24 was 81% (42 Leavers / 34 Achievers).

5.3 The vast majority of successful Modern Apprentices sustain their employment for many years, with many progressing onto further promoted posts and building excellent careers, both with the Council and with other local employers. There are many excellent examples within the Council of colleagues who began their careers as Modern Apprentices now working very successfully in supervisory and management roles.

## **6. Equality and Inclusion**

6.1 Learning Providers are also required to ensure that our programme delivery supports those who are under-represented to access modern apprenticeship opportunities. We must report on our gender profile, as there is often a gender imbalance with young women negatively impacted in general regards access to modern apprenticeships. They are also particularly negatively impacted within some frameworks, which are viewed as being traditional male industries.

6.2 We are also required to report on the number of MAs we support who have a disability, are care experienced and who are from ethnically diverse communities, as these groups are often under-represented across Modern Apprenticeship starts. We take this requirement very seriously and strive to ensure our programme is reflective of our local communities. We therefore take steps to engage, wherever possible, with those from the under-represented groups noted above. We also ensure that both our programme marketing and our recruitment advertising makes clear our desire for our programme to be truly representative.

6.3 We have ensured that our MAP is aligned to other Invest in Renfrewshire employability programme provision e.g. Council Traineeship Programme and DFN Project SEARCH. This ensures that all Invest clients, in particular those from under-represented groups, have clear pathways to progress into apprenticeship opportunities at the right time in their employability journey to allow them to achieve secure and sustainable paid work.

6.4 The table below outlines our SDS equality and inclusion data for the past 5 years.

YEAR	Gender (Male / Female)		Ethnicity (Other B.M.E)		Disability (Yes)		Care Experienced (Yes)	
	National	Renfrewshire Council	National	Renfrewshire Council	National	Renfrewshire Council	National	Renfrewshire Council
2019 - 20	M 60% / F 40%	M 52% / F 48%	2.4%	2.3%	15.4%	18.2%	1.7%	4.5%
2020 - 21	M 60% / F 40%	M 55% / F 45%	2.7%	3.2%	13%	19.4%	1.7%	9.7%
2021 - 22	M 61.2% / F 38.8%	M 61.1% / F 38.9%	3.1%	2.8%	13.3%	16.7%	2.0%	5.6%
2022 - 23	M 61.9% / F 38.1%	M 53.1% / F 46.9%	3.3%	3.1%	15.3%	31.3%	2.1%	12.5%
2023 - 24*	M 65.6% / F 34.4%	M 87.5% / F 12.5%	4.2%	0%	16.5%	26.7%	2.2%	0%

\*Data to Quarter 3 (December 2023)

## 7. Future Reporting

7.1 It is proposed that a further update report(s) be provided to Board at a date(s) to be agreed.

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### Implications of the Report

1. **Financial** – No additional finance is sought.
2. **HR & Organisational Development** – 3 FTE posts within Economic Development are supported through our SDS contract and current funding streams
3. **Community/Council Planning** – None.
4. **Legal** – None.
5. **Property/Assets** – None.
6. **Information Technology** – None.
7. **Equality & Human Rights**
  - (a) 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.
8. **Health & Safety** – None.
9. **Procurement** – None
10. **Risk** – None.

11. **Privacy Impact** - None.

12. **COSLA Policy Position** – Not Applicable.

13. **Climate Risk** – Not Applicable.

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**List of Background Papers**

Modern Apprenticeship Programme Update; Economy and Regeneration Board; 14 March 2023

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