

FOR PUBLICATION

PROPOSED APPRENTICE INTAKE

MEETING:	Employment and General Committee
DATES:	27 July 2015
REPORT BY:	Operational Services Manager – Martyn Bollands
WARD:	ALL

FOR PUBLICATION

BACKGROUND PAPERS FOR PUBLIC REPORTS:

TITLE:	LOCATION:
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1.0 PURPOSE OF REPORT

- 1.1 The purpose of this report is to seek approval for the 2015 intake to recruit 3 trade apprentices and 3 trainee technicians for Housing Services, Operational Services Division.

2.0 RECOMMENDATION

- 3.0 That the Operational services Manager be authorised to recruit three additional trade apprentices and three trainee technicians as outlined in the report.

BACKGROUND

- 3.1 Housing Services' Operational Services Division has 135 trade employees at present and 60% of these employees have served their apprenticeship and been retained as permanent employees with Chesterfield Borough Council.
- 3.2 At present there are nine trade apprentices employed within the Operational Services Division, with five becoming fully qualified as a

result of their apprenticeship being completed in September 2015.

- 3.3 Housing Services is keen to play its part in continuing to contribute to developing local employees through trade apprenticeships in line with the Council vision of Chesterfield being an 'Apprentice Town'.
- 3.4 The proposed recruitment of six apprentices will form a positive contribution to the Council's Workforce Plan.

4.0 **CURRENT POSITION**

- 4.1 The present productive workforce is as follows as at April 2015, with as shown 9 trade apprentices presently at various stages of their apprenticeship.

Painters	5
Bricklayers/ Plasterers	30
Joiners	34
Plumbers	15
Gas H and V Engineers	17
Support Service En.	18
Electricians	14
Ground workers	2
Total Craft Employees	135
Apprentice Electricians	1
Apprentice Plasterer/Gbuild	1
Apprentice Joiners	4
Apprentice Plumbers	3

- 4.2 Within the next four years, five trade employees and 3 technical staff are anticipated to retire.

2 - Plumbers
1 - Painter
1 - Electrician
1 - Gas Engineer
3 - Technical Officers

- 4.3 There is a need to maintain the balance of skilled employees within the various trades required to carry out the Council's Housing Repairs and Maintenance contracts. To do so the proposal for the 2015 intake is to recruit one joiner, one general builder and one painting apprentice, and three trainee technical officers from September 2015.

- 4.4 This intake date links with the start of the college term at Chesterfield College, with whom the Council is in partnership and the college, when funding is in place, assists with the courses and therefore contributes to the overall funding arrangements for some of the courses.
- 4.5 The College may also assist with the recruitment process at the early stages, although the final appointments will be made by the Council.
- 4.6 Apprentices set on this year will complete their apprenticeships in September 2018, and they will then be in a position, if they meet the criteria, to have the opportunity to replace employees who leave or retire.

5.0 **FINANCIAL CONSIDERATIONS**

- 5.1 There is a cost to the Council and to OSD for this intake of apprentices and trainees which is as follows -

Apprentice Trades Person	Total Ave/Wk	Annual Ave.
Age 16	£209.93	£10,946.17
Age 17	£224.24	£11,692.32
Age 18 +	£257.64	£13,443.84
Technician		
Under 18	£156.75	£8,173.26
18 - 20	£206.70	£10,777.75
Over 21	£240.50	£12,540.15
Potential total cost for 3 apprentices		£40,331.52
Potential total cost for 3 trainee technicians		£37,620.45
Average on costs (X6 at £5008.11 each)		£30,048.66
Total Costs		£108,000.63

- 5.2 The cost for three apprentices and three trainee technicians per year is based on an average cost because the actual cost will depend on the age of the apprentices from this intake, but the total potential cost to the OSD and the Council is £108,000.63 as illustrated in the table in 5.1.

- 5.3 The cost of these apprentices and trainees will be funded from the OSD budget already approved, which will have the effect of reducing the surplus returned to the HRA by the same amount.

6.0 **EQUALITY AND DIVERSITY CONSIDERATIONS**

- 6.1 Youth unemployment is a major concern for the Borough and this scheme contributes to mitigating this issue. This scheme has a positive impact on younger people by enabling them to access a high quality apprenticeship and training package as well as earn while they learn. It also has significant benefits for the Council in increasing workforce diversity and enabling succession planning.

7.0 **RECOMMENDATION**

- 7.1 That the Operational services Manager be authorised to recruit three additional trade apprentices and three trainee technicians as outlined in the report.

8.0 **REASONS FOR RECOMMENDATION**

- 8.1 To offer additional employment and training opportunities to support the Council's Workforce Plan.
- 8.2 To meet with the Council's strategic aspirations of being an apprentice town.

Martyn Bollands
Operational Services Manager