



SCRUTINY TOPIC REGISTRATION FORM

PROPOSED TOPIC:

Review of existing arrangements for traineeships in the City of York

COUNCILLOR(S) REGISTERING THE TOPIC: Cllr Julie Gunnell

SECTION 1: ABOUT THE TOPIC

Please complete this section as thoroughly as you can. The information provided will help Scrutiny Officers and Scrutiny Members to assess the following key elements to the success of any scrutiny review:

- How** a review should best be undertaken given the subject
- Who** needs to be involved
- What** should be looked at
- By when** it should be achieved; and
- Why we are doing it ?**

Please describe how the proposed topic fits with 3 of the eligibility criteria attached.

As a general rule, topics will only proceed to review if they meet 3 of the criteria below. However, where it is adequately demonstrated that a topic is of significant public interest and fits with the first criteria but does not meet 3, Scrutiny Management Committee may still decide to allocate the topic for review. Please indicate which 3 criteria the review would meet and the relevant scrutiny roles:

✓	Policy Development & Review	Service Improvement & Delivery	Accountability of Executive Decisions
Public Interest (ie. in terms of both proposals being in the public interest and resident perceptions)			
Under Performance / Service Dissatisfaction	X		
In keeping with corporate priorities		X	
Level of Risk			
Service Efficiency			
National/local/regional significance e.g. A central government priority area, concerns joint working arrangements at a local 'York' or wider regional context		X	

Set out briefly the purpose of any scrutiny review of your proposed topic. What do you think it should achieve?

If you have not already done so above, please indicate in response to this, how any review would be in the public or Council's interest e.g. reviewing recycling options in the city would reduce the cost to the Council for landfill

The review should:

- Reach a conclusion which recommends a more comprehensive and council-wide policy for recruiting trainees that are NEET
- Devise a programme to implement the above objective

Please explain briefly what you think any scrutiny review of your proposed topic should cover.

This information will be used to help prepare a remit for the review should Scrutiny Management Committee decide the topic meets the criteria e.g. How much recycling is presently being done and ways of increasing it

It should:

- Consider existing/past apprentices' accounts of how placements may have helped their development
- Outline existing arrangements and practices for offering apprenticeships to young people - look at how the CYC is approaching the 14 - 19 reform agenda in terms of work-based learning opportunities and the supply of traineeship places
- Prioritisation: order in which places should be offered, taking into account the council's role as Corporate Parent to Looked After Children (LAC).
- Confirm whether existing arrangements involve any joint working with partners
- Involve consultation with local professionals working with young people that are NEET
- Make recommendations for changing the way the council and its partners work in order to improve existing arrangements, and improve outcomes for disadvantaged young people
- Procurement - how CYC is incorporating requirements on skills and traineeships into its procurement practices

Please indicate which other Councils, partners or external services could, in your opinion, participate in the review, saying why.

Involving the right people throughout the process is crucial to any successful review e.g. CYC Commercial Services / other local councils who have reviewed best practice for recycling / other organisations who use recycled goods

Internal:

- CYC HR
- Directors
- Youth Service
- Pathways
- Connexions
- Castlegate Service for 16-25 year olds
- LCCS Performance Management officers (NPIs)

External:

- North Yorkshire Police
- NHS North Yorkshire and York
- York CVS
- York College
- York NHS Hospital Trust
- University of York
- York St John University
- Princes Trust

Explain briefly how, in your opinion, such a review might be most efficiently undertaken?

This is not about who might be involved (addressed above) but how the review might be conducted e.g. sending a questionnaire to each household to gather information on current recycling practices and gathering information on how recycling is carried out in Cities similar to York

The review should undertake:

- an exercise to establish existing arrangements among partner organisations for offering traineeships, including the relative success of each one
- A consultation exercise with local professionals working with those that are NEET to listen to what the barriers are to accessing traineeships
- A discussion with the council's HR department and other partner organisations to better understand capacity issues and other existing barriers to offering traineeships, and responses to them
- Agreement of an action plan for introducing and embedding joint working among the council and its partners to deliver improved outcomes for young people

Estimate the timescale for completion.

Please circle below the nearest timescale group, in your estimation, based on the information you have given in this form.

- (a) 1-3 months;
- (b) 3-6 months; or ✓
- (c) 6-9 months

PLEASE ENCLOSE ANY SUPPORTING DOCUMENTS OR OTHER INFORMATION YOU FEEL MIGHT BE USEFUL BACKGROUND TO THE SUBMISSION OF THIS TOPIC FOR CONSIDERATION.

December council motion from Julie Gunnell:

<http://modgov.york.gov.uk/ieListDocuments.aspx?CId=331&MId=4334&Ver=4>

15th December Executive, item 133, bullet (iv):

<http://modgov.york.gov.uk/ieListDocuments.aspx?CId=102&MId=4319&Ver=4>

Information below provided by Sandra Whitnell
(Corporate learning and development advisor in Human Resource Management Team)

As you will see the figures have not changed, although there is a great deal of interest bubbling under, which we are expecting to boost numbers starting over the next couple of months. Using staff from York Training Centre, we have put a lot of effort into publicity and getting the message round directorates, and will review their approach in February /March

Apprenticeships (L2 & L3)

	City Strategy	HASS	LCCS	N Services	Resources	Total
Completed Programme	1	0	1	0	0	2
Still on Programme	9	0	3	7	0	12
Total on Programme	10	0	4	7	0	14

Train to Gain (L2 & L3)

	City Strategy	HASS	LCCS	N Services	Resources	Total
Completed Programme	0	1	2	1	0	4
Still on Programme	0	4	2	1	1	8
Total on Programme	0	5	4	2	1	12