

**‘CYC Apprenticeships & Other Work Based Learning Opportunities’
Scrutiny Review – Progress Report**

Purpose of Report

1. This report presents the Council’s draft Workforce Plan for 2010 – 2012 together with a presentation from the Head of Human Resources & Organisation Development. This is being presented in support of the work of this Committee on their review of CYC Apprenticeships & Other Work Based Learning Opportunities. Members are asked to focus on the objective on ‘Diversity’ as this relates specifically to the work on this review. Members are also asked to comment of the draft plan, so that their comments can be fed into the consultation process for this plan.

Background

2. At a meeting in February 2010, the Committee considered a topic registration form submitted by Cllr Gunnell which proposed carrying out a review of the existing arrangements for traineeships at the Council. The Committee recognised that some of what Cllr Gunnell was proposing fell outside of the remit for this Committee and a decision was therefore taken to receive an officer report which focussed solely on the role of the Council as an employer, rather than its role as a provider of services to all young people across the city who are looking to receive work based training.
3. That report was presented to a meeting of this Committee in March 2010, and it was agreed to carry out a review based on the following remit:

Aim

To identify improvements to the Council’s provision of apprenticeships and other work based training

Objectives:

- exploring the current arrangements
- identifying any external funding opportunities, particularly the targeting of specific vulnerable groups e.g. those with learning disabilities and NEETs
- identifying a reporting structure to measure the effectiveness and outturn of apprenticeships and other work based training

Consultation

4. Officers within Human Resources have been consulted on the information contained within this report.

Information Gathered

5. At a meeting on 28 April 2010, Members received information relating to the first two objectives of this review and as a result, requested further information on the Council's Workforce Plan which is currently being drafted by Human Resources. A copy of the plan is shown at Appendix A.
6. Members also requested a presentation on the plan from the Head of Human Resources & Organisational Development for this meeting and a copy of this is attached at Appendix B for information.

Progressing the Review

7. In regard to the third objective for this review, it was intended that at this meeting Members would receive details on a proposed mechanism for capturing information on the take-up of apprenticeships and other work based training opportunities across the council, together with a proposal for a reporting structure to measure the effectiveness and outturn of these.
8. In order to produce these effectively, Human Resources need to consult with Directorates. Due to the limited amount of time between the meeting on 28 April 2010 and this meeting, it has not been possible to complete this work. With that in mind, it is intended to present this information at the next meeting of this Committee on 24 May 2010.
9. If the Committee still wish to complete this review by the end of this municipal year, this review will need to be concluded at the meeting on 24 May 2010. In order to do so this Members will have to agree the recommendations they wish to put forward from this review at that meeting and agree to delegate the signing off of the final report to the Chair of this Committee.

Options

10. Members may choose to:
 - Provide specific questions they wish to have addressed in the report for the next meeting
 - Revise their decision to conclude this review by the end of this municipal year

Implications

11. **Equalities** - The diversity objective in the Workforce Plan helps us to meet our Inclusive City objectives

12. **Financial** - Any changes to the current recruitment and training arrangements recommended as a result of this scrutiny review would need to be funded, as would any changes to the management arrangements.
13. There are no known Legal or Other implications associated with the recommendation in this report.

Corporate Priorities

14. This review supports a number of the aims within the Council's corporate strategy i.e. making York a 'learning city', 'inclusive city' and 'effective organisation'.

Risk Management

15. There are no known risks associated with the recommendation in this report.

Recommendations

16. Members are asked to
- i) Note the contents of this report
 - ii) Comment on the draft Workforce Plan
 - iii) Agree to the method for concluding this review as outlined in paragraph 9 above.

Reason: To progress this review in line with scrutiny procedures and protocols

Contact Details

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Democratic Services Manager

Interim Report Approved



Date

6 May 2010

Specialist Implications Officer(s)

Wards Affected:

All

For further information please contact the author of the report

Background Papers: None

Annex A – Draft Workforce Plan

Annex A1 – Workforce Planning Strategic Objectives 2010 - 2012

Annex A2 – Workforce Plan 2010 – 2012: Action Plan

Annex B – Copy of Presentation