

Report

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Report to:	Employee Issues Forum
Date of Meeting:	4 September 2018
Report by:	Executive Director (Finance and Corporate Resources)

Subject:	Graduate Apprenticeships - Update
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1. Purpose of Report

1.1. The purpose of the report is to:-

- ◆ advise the Forum of the progress made by the Council's first cohort of Graduate Apprentices and to inform the members of the plans underway for the next cohort

2. Recommendation(s)

2.1. The Forum is asked to approve the following recommendation(s):-

- (1) that the addition of the Graduate Apprenticeships (GA) to the Councils Employee Development portfolio be noted.

3. Background

3.1. Graduate Apprenticeships were launched in 2017 following the introduction of an Apprenticeship Levy. A Graduate Apprenticeship offers an individual the opportunity to study for a degree level qualification while continuing in paid employment. Approximately 20% of the employee's time is spent attending university. For many courses this equates to 1 day per week. Some courses are predominantly "on line" with only occasional attendance required at university.

3.2. Employees gain entry in one of the following 2 ways:-

- ◆ meeting the minimum entrance requirements set by the university
- ◆ demonstrating prior learning/experience gained through their existing employment

3.3. The first GA's to be offered by Skills Development Scotland were in the information technology field. In 2017, 8 employees across the Council were offered the opportunity to undertake degree level qualifications in Cyber Security, Software Engineering and IT for Business.

3.4. The opportunities that arise from Graduate Apprenticeships are mutually beneficial. Individual employees benefit by upskilling and the Council will benefit from the application of the newly acquired knowledge and skills.

4. Current Position

4.1. Feedback on the experience of our existing GA's has been positive. Without exception, the first cohort of students have endorsed the Council's provision of GA's and recognise it as an excellent development opportunity. There have been some difficulties experienced relating to organisation with the course schedules. This has

been fed back to Glasgow Caledonian University and improvements have been made to address this.

- 4.2. Exam results for the first cohort are of an extremely high standard and the University has commented on the high level of academic achievement from the Council's employees. Furthermore, the Council was approached by the University regarding entering one of its employees in the Graduate of the Year award, stating that his academic progress was exceptional as was his effort to assist and support other students.
- 4.3. The range of GA's for 2018/2019 has increased as universities adapt to the new provision and increased capacity.
- 4.4. In the coming year, it is the Council's intention to have another cohort commencing in September. This year will see the introduction of Civil Engineering; Construction and the Built Environment; Business Management and some additional Cyber Security places. The process for this year is well underway with only one employee awaiting confirmation of acceptance.
- 4.5. The number of universities offering GA's is gradually increasing. To date, the Council's employees have attended Glasgow Caledonian University, however, this year we have added the University of West of Scotland to its providers.

5. Future Provision

- 5.1. As GA's increase in their range and scope, they will form an increasing part in the Council's Employee Development portfolio. Further provision will assist with future workforce planning requirements while offering high calibre learning and development opportunities to benefit employees.
- 5.2. The HR Business partners will continue to work closely with Employee Development to identify appropriate GA's moving forward that will dovetail with the Council's identified needs in Resource Workforce Plans.
- 5.3. Further consideration will be given to how best to publicise the opportunities for the Council's "hard to reach" groups where access to a PC is limited or unlikely. Communication within the organisation regarding the GA model and how it is implemented within the Council continues to evolve and improve.

6. Employee Implications

- 6.1. Employees who undertake a GA may be asked to complete a Letter of Undertaking.

7. Financial Implications

- 7.1. Graduate Apprenticeships are fully funded through the Apprenticeship Levy.

8. Other Implications

- 8.1. There are no implications in terms of risk or sustainability in terms of the information contained in this report.

9. Equality Impact Assessment and Consultation Arrangements

- 9.1. This report does not introduce a new policy, function or strategy or recommend a change to an existing policy, function or strategy and therefore no impact assessment is required.
- 9.2. There was no requirement to undertake any consultation in terms of the information contained in this report.

Paul Manning
Executive Director (Finance and Corporate Resources)

22 August 2018

Link(s) to Council Values/Ambitions/Objectives

- ◆ Accountable, effective, efficient and transparent
- ◆ Focused on people and their needs

Previous References

- ◆ None

List of Background Papers

- ◆ None

Contact for Further Information

If you would like to inspect the background papers or want further information, please contact:-

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