

# Report

Report to:	<b>Education Resources Committee</b>
Date of Meeting:	<b>1 June 2021</b>
Report by:	<b>Executive Director (Education Resources) Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Youth Employability and Work Based Learning</b>
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## 1. Purpose of Report

1.1. The purpose of the report is to:-

- ♦ provide an update on the successful funding bid to enable South Lanarkshire Council to deliver the Foundation Apprenticeship Level 4/5/6 programmes for the period August 2021 to June 2023
- ♦ request approval for establishment changes required to maintain and sustain the youth employability programmes

## 2. Recommendation(s)

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

- (1) that the proposal to deliver the Foundation Apprenticeship Level 4/5/6 programmes, based on Scottish Government funding for the period August 2021 to June 2023, be noted;
- (2) that approval be given to the 3 posts, as detailed in Section 6 to be added to the Education Resources establishment, on a fixed term basis for 23 months; and
- (3) that the current temporary staff identified at Section 6 be made permanent

## 3. Background

3.1. *Foundation Apprenticeships*

The objective of Foundation Apprenticeships (FAs) is to help young people gain valuable, real-world work experience and access work-based learning while they are still at school by providing early exposure to the world of work to build their skills, gain experience and develop their knowledge to support them to enter the world of work. FA's provide young people with formal qualifications at SCQF Level 4/5/6. (See appendix 1 for Foundation Apprenticeship Framework details). There has been an expansion in provision from 300 to 700 learning opportunities across the FA frameworks.

3.2. Foundation Apprenticeships has been developed by Skills Development Scotland (SDS) with support from the European Social Fund.

3.3. South Lanarkshire Council has delivered FAs since 2018 and from September 2020 delivered the programme in partnership through a consortium with South Lanarkshire College for 5 of the level 6 FA frameworks and for the Level 5 FA in construction.

- 3.4. Recently, through procurement procedures, the Council has secured additional level 5 FA in construction from New College Lanarkshire and local training providers.
- 3.5. The Council, as a lead partner, has received confirmation for continuation of the FA programme for the session beginning in August 2021 until June 2023. This funding facilitates the delivery of approximately 350 learning opportunities through the South Lanarkshire consortium. The contract award value is £1,076,494 for 2021/23. There is still an opportunity to increase provision during the next 2 years, but any additional places will be funded through a new procurement process.
- 3.6. South Lanarkshire pupils can also access FA provision through Glasgow Colleges and West Lothian College for the other 7 FA Frameworks. This provides a further 150 learning opportunities for South Lanarkshire School pupils.
- 3.7. To ensure young people are supported, the FA staff team are active participants in liaising with all colleges involved in delivery, supporting schools to identify participants and in providing ongoing guidance and support in order to achieve progress and sustained positive destinations. In addition, they complete all the required compliance and health and safety requirements of the programme including the organisation of transport.

#### **4. GRADU8 Vocational Learning Programme**

- 4.1. Education Resources currently offer a wide range of vocational options to pupils in the senior phase, at level 4 and 5, through the GradU8 programme. The GradU8 programme supported 845 pupils in 2019-20 to engage in vocational learning. For August 2020, this was expanded to 1000 Learning opportunities, but the impact of Covid 19 and 2-metre distance rule reduced the capacity to 485 learning opportunities.
- 4.2. From August 2021, there is now capacity to provide the planned 1000 learning opportunities now that schools have re-opened and colleges re-start their programmes.
- 4.3. The provision has now expanded to offer 12 vocational courses, including 3 aligned directly to FA's to provide a pathway to progress to further vocational learning opportunities.
- 4.4. The delivery of place will be through South Lanarkshire College, New College Lanarkshire Glasgow College Consortium and local training providers. The provides a wide range of provision and ensures there is equity across to ensure all pupils can access the provision.
- 4.5. When the Council's employability review took place in 2018 the Gradu8 programme, then called What's With Work, was managed by Finance and Corporate Resources. The management of the programme and running costs were transferred to Education Resources. Education at that time recruited staff to run the programme with 1000 pupils engaged in vocational learning. The staff were recruited on a temporary contract until September 2021. The expectation is that the Gradu8 programme will provide up to 1200 vocational learning opportunities in August 2021 across 12 different college campus. The proposal, detailed further in paragraph 6.6, is to make these temporary posts permanent.

#### **5. Winter Leavers Vocational learning**

- 5.1. Winter leavers vocational learning opportunities have been a key element of provision over the last 5 years. These young people often struggle to achieve and sustain a positive post school destination. To support winter leavers, the employability service, in partnership with schools, has reviewed the vocational programme and has added a

key worker service with bespoke aftercare provision to support the young people to sustain their post school destinations.

- 5.2. There is now an expanded the range of vocational learning and an opportunity for winter leavers to secure a level 4/5 qualification for some of the provision. Arrangements to secure the delivery of 80 learning opportunities for winter leavers for August 2021 are in place.

## 6. Proposal

- 6.1. The expansion of vocational learning opportunities for young people not only involves additional vocational courses, but also an additional key worker to engage with and support young people in order to achieve and sustain a positive post school destination.
- 6.2. The expansion also requires additional work placements to be secured and the required health and safety procedures to be implemented. This also includes employer engagement, programme monitoring and compliance, liaison with schools and learning providers and provision of pastoral and additional support to pupils.
- 6.3. The proposal is that 3 x full time equivalent (FTE) posts, be added to the Education Resources establishment on a fixed term basis until September 2023 for 23 months.

There is funding in place to recruit an additional 1x FTE team leader and 1x FTE vocational development worker, on a temporary basis, until September 2023. This proposal, if approved, will replace the need for sessional staffing hours currently purchased to meet the expansion of provision.

- 6.4. It is also proposed that 1x FTE admin assistant is created to sustain the reporting systems and meet the strict compliance procedures and provide essential administrative support to the project staff. The expansion of provision along with the multitude of funding sources and compliance requirements has significantly increased administration tasks required.

The proposal is that the following posts are added to the Youth Employability establishment on a fixed term basis until September 2023, as detailed below:

Post	Proposed Number of Posts (FTE)	Grade	SCP Range	Hourly Rate	Annual Salary	Gross Cost inc on costs 30.3%
Team Leader (Vocational Development)	1 Temp	Grade 3 Level 2	63 - 65	£18.08 - £18.60	£32,994 - £33,943	£42,991 - £44,227
Vocational Development Assistant	1 Temp	Grade 2 Level 4	55 - 57	£16.03 - £16.52	£29,253 - £30,147	£38,408 - £39,281
Admin Assistant	1 Temp	Grade 2 Level 4	55 - 57	£16.03 - £16.52	£29,253 - £30,147	£38,408 - £39,281

- 6.5. Over the last 7 years existing funds have been used to meet the costs of 4FTE posts from Youth, Community and Family Learning service, to operate GradU8. These posts will transfer to the Youth Employability establishment on a permanent basis.
- 6.6. The following existing posts are added to the Youth Employability establishment on a permanent basis:

Post	Current Number of Posts (FTE)	Proposed Number of Posts (FTE)	Grade	SCP Range	Hourly Rate	Annual Salary	Gross Cost inc on costs 30.3%
Team Leader (Vocational Development)	3Temp	3 Perm	Grade 3 Level 2	63 - 65	£18.08 - £18.60	£32,994 - £33,943	£128,973 - £132,681
Vocational Development Assistant	3 Temp	3 Perm	Grade 2 Level 4	55 - 57	£16.03 - £16.52	£29,253 - £30,147	£114,348 - £117,843

## 7. Funding

7.1. Costs associated with all these programmes will be met from the core budgets of Education Resources £356,100. Along with the FA Level 4/5 /6 award of £1,076,494 for 2021/23 and £150,000 from the FA award 2020/22 (some courses are 1 year duration and some run over 2 school years). For the school year 2021/22 approximately £1,582,594 is available to deliver the proposed programmes.

7.2. The annual costs to deliver all the programs are as follows:

Costs	One Year
Staffing (mid-point)	£523,559
Course delivery	£520,000
Transport	£250,000
Materials and PPE	£90,000
<b>Annual funding</b>	<b>£1,383,559</b>

7.3. The FA funding is a grant award indicating the amount you can claim, however it is a unit-based payment for each young person who engages, which means the amount received each year will fluctuate accordingly.

## 8. Employee Implications

8.1. The employee implications are described in para 6.

## 9. Financial Implications

9.1. There is sufficient budget available to meet all the project and staff costs until September 2023. This is from Core Education budget and from the revised grant award letter from Skills Development Scotland.

## 10. Climate Change, Sustainability and Environmental Implications

10.1. There are no implications for climate change associated with this report.

10.2. There are no sustainable development issues associated with this report.

10.3. There are no Environment Implications associated with this report.

## 11. Other Implications

11.1. There are risks to the success of the programme and more importantly the positive outcomes for young people if they are not supported and funding streams are not maintained.

## **12. Equality Impact Assessment and Consultation Arrangements**

- 12.1. This report does not introduce a new policy, function or strategy or recommend a change to existing policy, function or strategy and, therefore, no impact assessment is required.
- 12.2. Consultation and engagement with young people, parents/carers, families and partners in order to provide appropriate supports is a core part of the activities of the Employability Service and those involved in the Vocational learning programme in the senior phase.
- 12.3. Consultation has taken place with the Trade Unions in regard to the recommendations contained within this report.

**Tony McDaid**  
**Executive Director (Education Resources)**

**Paul Manning**  
**Executive Director (Finance and Corporate Resources)**

6 May 2021

### **Link(s) to Council Values/Ambitions/Objectives**

- Improve achievement, raise educational attainment and support lifelong learning
- Getting it Right for Every Child

### **Previous References**

None

### **List of Background Papers**

- Executive Committee December 2018, Foundation Apprenticeships and Work Based Learning
- Executive Committee - Foundation Apprenticeships – 31 January 2018
- Executive Committee – Youth Employability Service – 6 December 2017

### **Contact for Further Information**

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

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### **Foundation Apprenticeships Frameworks**

- Social Services Children and Young People
- Social Services and Healthcare
- Business Skills
- Accountancy
- Financial Services
- Creative and Digital Media
- ICT Software
- ICT Hardware
- Engineering Systems
- Civil Engineering
- Mechanical Engineering
- Scientific Technologies
- Health and Food Science

### **GradU8 Vocational Learning Programmes**

- Hair and Barber
- Beauty Skills
- Construction
- Creative and Digital Media
- Early Education and Childcare
- Health and Social Care
- Make-up Artistry
- Business and Marketing
- Engineering
- Uniformed and Emergency Services
- Sport and Recreation