

# Report

Report to:	<b>Community and Enterprise Resources Committee</b>
Date of Meeting:	<b>12 November 2019</b>
Report by:	<b>Executive Director (Community and Enterprise Resources)</b> <b>Executive Director (Finance and Corporate Resources)</b>

Subject:	<b>Graduate Apprenticeships in Civil Engineering Programme</b>
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## 1. Purpose of Report

### 1.1. The purpose of the report is to:-

- ♦ seek approval to add 6 FTE graduate apprenticeship posts to the Roads and Transportation Services' establishment with 2 Full Time Equivalent (FTE) being added in 2019 and then a further 2 FTE both in 2020 and 2021

## 2. Recommendation(s)

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

- (1) that the establishment of 6 FTE graduate apprenticeship posts on Grade 2, Level 1 to 4 (£20,876 - £29,658) within Roads and Transportation Services be approved.

## 3. Background

- 3.1. The Council's statutory role as a Roads authority for its area is undertaken by Roads and Transportation Services. The Service deals with day-to-day network and operational enquiries, liaison with public utilities, road and winter maintenance. The Service also provides a range of specialist engineering functions, including roads and bridges design, flood risk management, road safety, street lighting, parking, traffic and transportation engineering and an emergency response to extreme weather events and other incidents affecting the road network. With in-house contracting expertise, the Service delivers road infrastructure improvements and maintenance projects.
- 3.2. As part of workforce planning arrangements, the Service has reviewed the age profile of employees across the above disciplines and noted that some 40% of staff are over 50 years of age with the age profile continuing to rise annually. Consequently, the age profile will remain a challenge across the Service over the coming years with a significant proportion of staff approaching the end of their careers.
- 3.3. This scenario represents a significant challenge with substantial loss of skills and experience expected over the coming years. It is necessary, therefore to address what will be a significant demographic challenge in the future at a time when the Council has significant investment planned and priority projects to deliver. This also coincides with a continuing increase in public expectation with routine incoming enquiries increasing by 41% (from 7,127 in 2016 to 10,076 in 2018). In parallel, the

Council continues to have difficulties in recruiting suitably experienced and qualified external employees due to the upturn in the transportation and construction sectors.

#### **4. Proposed Way Forward**

- 4.1. Considering the future pressures and challenges outlined in Section 3, it is proposed to establish within Roads and Transportation Services a regular recruitment programme for graduate apprentices on a phased basis over 3 years engaging 6 new officers.
- 4.2. Successful candidates will be offered the opportunity to undertake a Graduate Apprenticeship in the field of Civil Engineering and using their on the job experience successful candidates will be well placed to tackle the challenges that the associated academic course will bring.
- 4.3. Previously, the Council advertised across its workforce with a view to attracting existing employees who may wish to progress and enhance their career. This approach was unsuccessful so to progress the “grow our own” strategy, the Council propose to offer opportunities to school leavers. The Service will work with Education Resources to consider options on how best to engage with pupils.
- 4.4. Successful candidates will require to satisfy minimum academic entrance requirements of the relevant academic institutions which currently include the University of Strathclyde and Glasgow Caledonian University. Candidates will also need to recognise the significant investment of their own personal time that this opportunity will require.
- 4.5. On completion of the academic qualification candidates will be able to continue their personal development by progressing through Roads and Transportation Services’ Institution of Civil Engineers (ICE) accredited Graduate Engineering Training Programme (GETP). Opportunities will be taken to align the training undertaken as part of the apprenticeship with the ICE attributes, perhaps allowing candidates to progress through the GETP more quickly.

#### **5. Employee Implications**

- 5.1. The following table provides details of the additions to the establishment over the next 3 years which will see 2 graduate apprentices per year being recruited.

Post	Current Number of Posts (FTE)	Proposed Number of Posts (FTE)	Grade	SCP Range	Hourly Rate	Annual Salary	Gross Cost (inc on costs)
Graduate Apprentice (Civil Engineering)	0	2 (2019)	Grade 2 Level 1 - 4	34 - 57	£11.44 - £16.04	£20,876 - £29,658	£54,404 - £76,280
Graduate Apprentice (Civil Engineering)	0	2 (2020)	Grade 2 Level 1 - 4	34 - 57	£11.44 - £16.04	£20,876 - £29,658	£54,404 - £76,280
Graduate Apprentice (Civil Engineering)	0	2 (2021)	Grade 2 Level 1 - 4	34 - 57	£11.44 - £16.04	£20,876 - £29,658	£54,404 - £76,280

5.2. These posts has been graded using the Job Evaluation scheme.

**6. Financial Implications**

6.1. These posts will be funded from savings accrued from changes in working patterns of existing staff and from anticipated staff turnover evident in the service each year.

**7. Other Implications (Including Environmental and Risk Issues)**

7.1 There are no implications for sustainability or risk in terms of the information contained within this report.

**8. Equality Impact Assessment and Consultation Arrangements**

8.1. 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.

8.2. All necessary consultation arrangements have taken place.

**Michael McGlynn**

**Executive Director (Community and Enterprise Resources)**

**Paul Manning**

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

7 October 2019

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

- ♦ Accountable, effective, efficient and transparent
- ♦ Improve the road network, influence improvements in public transport and encourage active travel

**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: - Martin Muir, Roads Area Manager

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