

SLOUGH BOROUGH COUNCIL

REPORT TO: Employment & Appeals Committee **DATE:** 18th June 2019

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WARD(S): All

PART 1 **FOR INFORMATION**

THE SLOUGH ACADEMY - UPDATE

1 **Purpose of Report**

To provide an update on the project and progress made since the last report in January 2019.

2 **Recommendation(s)/Proposed Action**

The Committee is requested to note and provide any comments on the information outlined in this report.

3 **Project Update**

3.1 **Phase 1 - Apprenticeships**

This Phase is designed to provide the foundations for Phase 2 Continuous Professional Development (CPD) and Phase 3 Succession Planning by implementing the infrastructure, working practises and organisational support to be able to maximise the opportunities the Apprenticeship Reforms and the levy have provided.

• **Apprenticeships 'in flight'**

We currently have 12 SBC staff undergoing Apprenticeships in Adult Social Care, Procurement, Operational Management and Community Sport & Health.

The 'I could be an Apprentice' video created by a member of the Active Communities team, is now available on The Slough Academy insite pages. It explains more about becoming an Apprentice in SBC and highlights 'Breaking Boundaries' which is an Apprentice led project using cricket to bring Slough communities together. The video also features our CEO Josie Wragg emphatically providing her support for Apprenticeships and career development in SBC.

• **Upcoming Opportunities**

We will be recruiting for the following opportunities over the next few weeks:

- Apprentice Project Co-ordinator x1
- Apprentice Assistant Activities Co-ordinator x 2
- Apprentice Early Years Assistance x 6

• **Quarterly Updated Roll Out Plan**

The plan for 2019 Quarter 1 shows Apprenticeships currently being planned up to the end of 2024. Expected numbers are peaking at 47 in early 2020 and range from GCSE levels to Masters levels across Adult Social Care, Early Years, Customer Service, Civil Engineering, Surveying Technician, Town Planning, Regulatory Compliance, Procurement, HR and Accounting. The plan for Q2 which will extend this roll out further will be available from July onwards.

- **Slough Academy Champions**

Our Champions continue to grow and develop their skills and capabilities regarding professional development and are currently creating Engagement Plans for their Service Areas to develop a more detailed understanding in the Council.

- **Schools and Nurseries**

The recent Schools Forum meeting in May had an excellent attendance with over 16 schools from Slough attending including maintained and non-maintained. We were supported by Service Leads from HR and Finance and also our Account Manager for Apprenticeships from the ESFA.

Initial feedback from Schools has been very positive and we are hopeful that we will now start to see a rise in the number of Apprenticeships in Slough schools.

- **Apprenticeship e-portfolio system - Onefile**

We have invested in a leading-edge system for Apprentices to store, track, monitor and manage their coursework. This will also provide the Council with oversight, progress reporting and completion data to ensure the expected skills and capabilities can be properly integrated into the organisation as soon as they are available. Onefile will be operational from July 2019.

3.2 **Phase 2 – Continuous Professional Development**

We are about to start the implementation of a market-leading Talent Management System – Cornerstone with two modules for Learning Management and Performance Management.

The system will provide the Council with the ability to develop a new approach to Continuous Professional Development which will build on the foundations established through the Apprenticeship roll out. It will provide clearly defined career pathways for all our professions with established organisational support through the integration of Appraisals and Personal Development Plans (PDPs).

Cornerstone also provides the opportunity to replace Learning Pool, our current Learning Management System, to ensure our staff have access to more effective, targeted, and more user friendly learning solutions to develop their skills and capabilities.

3.3 **Phase 3 – Succession Planning**

The implementation of Succession Planning will ensure the Council has a pipeline of talent in place to fill the next generation of roles required to support the delivery of our future Service Plans.

Cornerstone's Performance Management module will help Managers and Leaders in the Council to proactively identify potential emerging talent based on formal performance criteria and map this to key roles within the organisation.

This will ensure staff are continually encouraged to develop and progress their careers within the Council and contribute to retention levels by ensuring our workforce is motivated to support our Service delivery plans.

4 **Background Papers**

None

Appendix A: Apprenticeship Roll out Plan 2019 Q1