

**WRITTEN QUESTION TO THE MINISTER FOR ECONOMIC DEVELOPMENT
BY DEPUTY S.S.P.A. POWER OF ST. BRELADE
ANSWER TO BE TABLED ON TUESDAY 1st DECEMBER 2009**

Question

Could the Minister outline in the simplest terms how a local employer in the motor trade can take on an apprentice without meeting a wall of bureaucracy and does his Department have a guide for local employers?

Answer

Apprenticeships are organised independently of EDD. Apprentices are selected by employers, who then arrange their day release training, usually with Highlands College.

Employers are then able to approach the EDD to request financial support for the training of apprentices. Once an employer has identified a suitable candidate, EDD will consider an offer of funding of up to £8,500 for a four year apprenticeship.

Given the scale of funding involved, an evaluation process is however necessary to ensure grants are issued in line with States Financial Directions. There are two elements to this:

- Firstly, the Department must be assured that States money is going to businesses that have the correct insurance, experience, range of work and working conditions to support an apprentice. A single form is issued to collate this information and a standard contract between the employer and the States must be signed. This information is only required once – not for each apprentice employed.
- Secondly, we need to ensure that the prospective apprentice has the relevant residential and academic qualifications to be eligible for the scheme. Another short form is required to confirm these details which must be accompanied by a signed employment contract.

The Department tries to limit paperwork as much as possible but does seek to support employers in ensuring its completion via one-to-one meetings to answer any questions they may have.

There is an information booklet available on the States website, along with supporting guidance. In addition, the Department offers meetings to prospective employers and information can be sent in paper form on request.

Background information

- Jersey Apprenticeship Scheme (JAS) was launched in 2002.
- Employers within the motor trade, as well as construction, mechanical engineering, hairdressing and food occupations are eligible to apply for funding.
- The majority of apprentices registered on JAS are in carpentry/joinery and hairdressing.
- In total, 536 have been registered on the Scheme since it was launched.
- Currently, 99 apprentices are registered on the Scheme.