



Smarter systems,
less admin

Reduce workload,
strengthen compliance

Practical AI for
local government

AI Practitioner for Local Government Level 4 Apprenticeship

Coordinate the ethical and effective use of AI and automation



“Having completed a number of professional qualifications, I have found this course to be the one that most clearly impacted upon my practice.”

- Apprenticeship Graduate

Learn. Share. Grow.

Introduction

The *AI Practitioner for Local Government Apprenticeship* is a fully funded development programme designed for local authority and public sector staff who want to lead the practical, ethical and effective use of AI and automation across council services. It is built around the *Level 4 Artificial Intelligence and Automation Practitioner standard (ST1512)* and has been contextualised specifically for local government environments.

The programme focuses on reducing administrative burden, improving data quality and supporting safer, more efficient local government operations through responsible use of AI and low and no code automation tools.

Who should apply?

This apprenticeship is suitable for staff with an interest in coordinating the safe and effective use of AI and automation across their local authority, particularly those involved in systems, data, operations or administration. Example job roles include:

- Service Managers
- Digital or Transformation Leads
- Business Support Managers
- Data, Systems, ICT or Application Officers
- Operation Managers
- Corporate Services or Central Services Staff
- Administrative or Business support Staff with responsibility for systems and processes

No prior technical experience is required. However apprentice need a degree of IT competence.

Programme content

- ✓ **Module 1 & 2:** Strategic and Ethical Adoption (Months 1-2)
- ✓ **Module 3-4:** Process Mapping, Analysis and Opportunity Identification (Months 3-4)
- ✓ **Module 5:** Project Design - Solution Design and Development (Month 5-6)
- ✓ **Module 6:** Testing, Evaluation and Iteration (Month 6)
- ✓ **Module 7:** Stakeholder Engagement and Workforce Enablement (Month 7)
- ✓ **Module 8:** Driving Change and Sustainable Improvement (Month 8)
- ✓ **Module 9:** Future-Focused Change (Month 9)
- ✓ **At Month 10, learners will have a professional discussion with their tutor**
- ✓ Final Integrated Assessment and Sign-Off (Month 14)

Programme structure





"I am very grateful to my Course Tutor for their advice and support throughout the course."

- Apprenticeship Graduate

AI Practitioner for Local Government Level 4 Apprenticeship

A fully funded apprenticeship that prepares local authority staff to coordinate the ethical and effective use of AI and automation across local government.

The programme prepares apprentices for roles including AI Coordinator, AI Implementation Lead, Digital and AI Lead and Automation and Systems Lead.

Apprentices will learn to:

- ✓ Coordinate the ethical and responsible use of AI and automation within local government environments
- ✓ Identify opportunities to reduce workload through automation of administrative and operational processes
- ✓ Improve data quality, reporting and information flow across council systems
- ✓ Design, build and manage low-code automation solutions using common public sector technologies
- ✓ Lead change safely and effectively, including staff engagement, risk management and compliance
- ✓ Apply safeguarding, data protection and GDPR principles to AI and digital tools in public services
- ✓ Deliver a substantial workplace project that creates measurable impact for their service area or authority

Eligibility

To be eligible for the programme, participants must:

- Be currently employed within a local authority or eligible public sector setting and have employer support to complete the programme
- Have a role that involves systems, data, operations or administrative responsibility
- Be able to complete a workplace project as part of the apprenticeship
- Have the right to work and study in England

AT A GLANCE



Course duration
14 months



This course awards
AI and Automation
Practitioner Apprenticeship



Access to
Cross-sector leadership
resources & expertise



**Apprenticeship Levy
Funding**
Fully-funded through the
Apprenticeship Levy

~~£18,000~~

£0 with Apprenticeship
Levy funding



Best
Practice
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Embrace AI and Automation

Equip yourself and your local authority with the skills to lead practical, ethical and effective AI and automation that makes a real difference to local government every day.



Learn more and register at
bestpracticenet.co.uk/AI-Local-Government

Learn. Share. Grow.

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