

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:

4147

Author:

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Department:

Development and Growth

Contact:

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Subject:

N-Gage Project

Total Value:

£123,510 (Type: Revenue)

Decision Being Taken:

1. For Nottingham City Council (NCC) to act as the Accountable Body for the Department for Work and Pensions pilot project and accept Flexible Support Fund monies for the N-Gage project to run for 12 months during 2021-2022;
2. To delegate authority to the Corporate Director for Development and Growth to enter into an agreement with the Department for Work and Pensions and authorise NCC project roles as outlined in the attached briefing note;
3. To authorise the budget for 3 posts within the NCC Project Team to support the project.

**Reasons for the Decision(s)**

Subject to a successful application from the Flexible Support Fund (FSF), grant funding supporting long-term unemployed BAME young people to engage in employment, training and education opportunities, a Delegated Decision is required to accept the funding, approve the necessary budget and authorise the project activity, including the recruitment of 3 Community Engagement Officers.

N-Gage is a pre-employment triage service that aims to support BAME young people aged 18-29 to access existing employment and skills interventions across Nottingham. It is required because:

- There are disproportionate levels of service for long-term unemployed BAME young people
- Many BAME young people are not aware of existing employment and skills provision across Nottingham
- Many BAME young people have multiple barriers to accessing existing provision, often having low self-esteem, anxieties around communication and language and concerned that their cultural needs will not be met

The project will support 495 BAME young people aged 18-29 living in Nottingham by providing an impartial triage service. It will specifically target BAME long-term unemployed young people with multiple barriers living in hard to reach communities.

Nottingham City Council will lead on the pilot project which will provide additional participant engagement capacity within Nottingham Jobs, increasing referrals for existing Council led provision (e.g. ESF). The project will also embed within the wider employment and skills structures across the City (e.g. ESAPs) avoiding duplication, whilst working collaboratively with the DWP's Youth Hub at a local community level.

Nottingham City Council will provide project management and the accountable body function.

**The Project will:**

- Reduce long-term unemployment and social exclusion of BAME young people
- Increase BAME young people referrals to existing Employment & Skills provision delivered across Nottingham
- Increase services and visibility of NCC in BAME communities

**Briefing notes documents:**

Briefing note - N-Gage Project.docx

**Other Options Considered:**

Not to bid for this additional FSF funding - Rejected as it would mean that Nottingham would not be able to recruit 3x Community Engagement Officers and 495 long-term unemployed BAME young people living in Nottingham would not receive support to access existing employment and skills support, thereby significantly reducing their chances of accessing local employment support opportunities and likelihood of moving into Employment, Education or Training.

<b>Background Papers:</b>	None.
<b>Published Works:</b>	None.
<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None.
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	A primary objective of the Nottingham Jobs Service is to support unemployed and inactive City residents into training and work. The N-Gage project will focus on long-term unemployed and inactive residents who face multiple barriers to employment. The project will therefore help to reduce the potential for them to become involved in crime or anti-social behaviour by providing participants with greater opportunities to improve their economic and social circumstances.
<b>Equality:</b>	EIA not required. Reasons: The project takes equalities into account. It has an equality implementation plan and specific targets relating to each of the E & D priorities. The N-Gage project has been explicitly designed to address equality between genders, to prevent discrimination based on sex, racial or ethnic origin, religion or belief, disability, age or sexual orientation and to ensure accessibility for persons with disabilities. An equality Impact assessment is part of the DWP project assessment process.
<b>Relates to staffing:</b>	Yes
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	12/03/2021
<b>Advice Sought:</b>	Legal, Finance, Human Resources

**Legal Advice:**

This report seeks authority to accept funding from DWP to fund a project known as N-Gage. In addition it seeks authority to allocate budget for the three posts which are to be created. Creation of new posts is a non-executive function for the Corporate Director. The City Council must ensure it complies with the terms of the funding conditions from the DWP but otherwise this report does not raise any significant legal issues.

Advice provided by Andrew James (Team Leader Contracts and Commercial) on 18/02/2021.

**Finance Advice:**

This decision requests approval to receive and spend £0.124m in grant funding from the Department for Work and Pensions (DWP) Flexible Support Fund (FSF), to fund the N-gage project. The project is to be fully funded from the FSF and does not require any financial commitment from NCC.

The N-Gage project is to be implemented in partnership with the DWP and requires NCC to take on the role of accountable body. The accountable body is required to receive and manage funds on behalf of the partnership but also to apply its own contract procedure rules and financial regulations to the project.

The grant funding is expected to be received in advance, during the last quarter of 20/21. The service will need to liaise with finance to ensure the relevant year-end adjustments are completed to accrue the relevant amounts into the following year.

The project requires the addition of 3 new Community Engagement Officer positions. It is recommended the department refer to established internal processes to resource. The project is expected to complete in 12 months, to mitigate the risk of unfunded staffing costs these posts will need to be appointed on a fixed term contract.

It is important that a Project Manager is identified and takes responsibility for ensuring that the project is delivered within budget and within timescales to ensure that all conditions of the grant are adhered to and the risk of grant clawback is mitigated. This person should ensure regular updates are provided to the Head of Service.

Advice provided by Chanelle Poyser (Commercial Business Partner) on 20/01/2021.

**HR Advice:**

The proposal puts forward the recruitment of 3 x posts on a fixed term basis. Consideration will need to be given to any potential exit costs if employing on a temporary contract, though these costs cannot be determined in advance as they will depend on any continuity of service (if appointments are external to NCC). For this reason and the wider budget consultation currently underway, it is recommended that the organisation seeks to resource internally in the first instance. Job profiles are being drawn together by the team and the roles will have a job description and grading confirmed prior to advertising. The proposal will also aim to support the wider EDI objectives of the organisation and are therefore supported.

Advice provided by Paul Slater (HR Business Lead) on 18/02/2021.

**Signatures**

Neghat Khan (PH Employment and Community Protection)

SIGNED and Dated: 04/03/2021

**Chris Henning (Corporate Director for Development and Growth)**

**SIGNED and Dated: 02/03/2021**