



## **Briefing Note**

### **N-Gage Project**

#### **1. Purpose**

The purpose of this briefing note is to provide an update on 'N-Gage', a project fully funded through DWP's Flexible Support Fund (FSF), which will support BAME young people to engage in employment, training and education opportunities.

N-Gage will be delivered at zero cost to the Council.

#### **2. Background Information**

Nottingham City Council have applied for funding through DWP's FSF to deliver N-Gage, a 12-month pilot project specifically designed to engage BAME young people aged 18-29 who live in Nottingham. Once engaged, participants will be encouraged and supported to access an appropriate employment and skills service that best meets their individual needs. The overarching aim being to improve BAME job outcomes and future life chances.

The service will be impartial and sit under the banner of Nottingham Jobs, however 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.

The contract value is worth £123k, which will predominately fund 3 new posts, *Community Engagement Officers*. Their job role will involve working in the community, in partnership with community organisations, to identify BAME young people then engage and encourage them to enrol with the programme.

DWP consider N-Gage to be a pilot project and if successful, this could lead to the Council securing future funding to scale up this activity.

#### **3. Outputs**

Over a twelve month period the project will engage 495 individuals at risk of long term-unemployment due to personal and/or social barriers including (though not limited to):

- Little knowledge of local employment opportunities
- Limited IT knowledge
- Insecure engagement with the Jobcentre and/or training provision
- Disability – physical and mental health
- Severe lack of confidence/self-esteem
- Limited understanding of the work environment
- Limited experience of Internet job search – Indeed, Find-A-Job etc
- Motivation issues
- Lack of training/qualifications

The required project outcomes, targets and / or indicators of successful delivery of the partnership are:

- Initial assessment and action plan
- Referral to training, education and employment opportunities
- Signposting to voluntary work, training and development
- Support with job applications and job outcomes

### **Profile of Outputs**

Output	Numbers of Young People to be supported by N-Gage 2021/22											
	Mth 1	Mth 2	Mth 3	Mth 4	Mth 5	Mth 6	Mth 7	Mth 8	Mth 9	Mth 10	Mth 11	Mth 12
Engaging with N-Gage	12	24	36	45	54	54	45	36	54	54	45	36
Referred to EET Services*	10	19	29	36	43	43	36	29	43	43	36	29
Starting EET Services*	8	16	25	31	37	37	31	24	37	37	31	23

### **4. Funding Allocation**

#### Salaries (Nottingham City Council)

#### **COSTS**

3 FTE Community Engagement Adviser (Grade G) £117,610

#### Fixed Assets

On-boarding costs for new staff joining Nottingham City Council

3 x Laptops £1,000

3 x Mobile Phones £ 900

Office equipment e.g. chairs, stationery £ 500

#### Engagement & Delivery Support Events\*

Delivery of a minimum 10 events using different venues

Venue Hire £1,500

Guest speakers £ 500

Stationery £ 250

Refreshments £ 250

Hire of additional equipment subject to venue facilities

e.g. Trestle tables & folding chairs for exhibitors,  
IT hire such as projectors, laptops £ 500

**TOTAL £123,010**

\*Delivered throughout the year in the community or on the premises of a local employer. The aim of each event will be to raise the aspirations of BAME young people, who will be able to meet local role models and employers, engage with project officers and discover local Employment and Skills provision. Funding will cover venue hire, transport, guest speakers, refreshments, stationery and equipment hire such as IT, tables and chairs. Any marketing costs associated with promoting these events will be entirely funded through alternative sources.

## **5. Marketing**

The DWP's Flexible Support Fund is unable to fund any costs associated with marketing. With no marketing budget NCC will be creative and work smartly to promote the project to young people at no extra cost to the council. This will include but not be exclusive to:

- Community Engagement Officers promoting the service verbally through existing partnerships e.g. ESAPs, attending external team meetings, working closely with the DWP's Youth Hub
- Use of Nottingham Jobs social media feeds to promote the service to potential participants
- Promoted on Nottingham Jobs and partner websites
- Direct marketing via email to customers who have registered with Nottingham Jobs
- Using existing funding streams e.g. ESF to promote events that will be inclusive and beneficial to participants on other projects

It is also anticipated that as the project grows and becomes successful referrals will come about through word of mouth.

## **6. Recruitment**

The project will require the recruitment of 3 new staff members, Community Engagement Officers (Grade G). These costs are reflected in the proposed budget and fully funded at no extra cost to the council. Existing positions have been considered and not deemed appropriate as staff are already fully-funded through existing funding streams.

## **7. Risk**

There is a calculated risk in the unlikely event that the project falls significantly short of the project outcomes which may result in financial claw-back. The risk has been calculated as low because:

- Performance will be continually managed by the project manager who will work closely with the DWP's contract manager to ensure the programme remains on profile
- Senior management and Portfolio Holder will be kept informed with regards project performance
- The department has a successful track record for delivering similar projects to profile
- Outputs are relatively low with soft outcomes
- The service will be impartial, which will ensure young people have access to a multitude of employment and skills programmes being delivered across the city

In addition, to mitigate any financial risk to the council we will seek final approval from the Portfolio Holder and finance to proceed once we receive the terms and conditions of a successful bid.