

Agenda



Delegated Decisions - Cabinet Member for Education and Skills

Date: Monday, 20 January 2020

Time: Time Not Specified

Venue:

To: Councillors G Giles

Item		Wards Affected
1	<u>Newport Commitment</u> (Pages 3 - 26)	All Wards
2	<u>European Social Fund (ESF) Bids – Journey 2 Work (J2W) Extension</u> (Pages 27 - 42)	All Wards

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Date of Issue: Date Not Specified

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Report

Cabinet Member Education and Skills

Part 1

Date: 20 January 2020

Item: 01

Subject **Newport Commitment**

Purpose To seek approval to adopt the Newport Commitment. This initiative would bring together the public, private and third sectors in partnership to connect children, young people and long term unemployed to a wide range of employment and skills development opportunities in Newport and further afield.

Author Community Regeneration Manager and the Youth Engagement and Progression Framework Coordinator

Ward Newport Wide

Summary The objective of the Newport Commitment is to ensure that the long term unemployed and young people in the city of Newport secure a job, post education and training, that allows them to be the best that they can be; a job that unleashes and grows their own talents and skills and enables them to contribute fully to the prosperity of the city. At the same time, the Newport Commitment seeks to drive skills development and educational attainment in the city, by connecting young people, schools and wider educational institutions with business and employers.

The Commitment is already in place in Cardiff and Bristol and uses a web-based platform to link young people and the unemployed with training and employment opportunities

Proposal That the Council adopts the Newport Commitment in partnership with local employers, primary and secondary schools to enable individuals to access work and training opportunities.

Action by Head of Regeneration, Investment and Housing

Timetable Immediate

This report was prepared after consultation with:

- Strategic Director - Place
- Head of Finance – Chief Finance Officer
- Head of Law and Regulations – Monitoring Officer
- Head of People and Business Change
- Head of Regeneration, Investment and Housing
- Cabinet Member approval – April 2019
- Senior Leadership Team – April 2019

- Cabinet approval – August 2019
- Scoping exercise to begin with local businesses – July 2019
- Launch of Newport Commitment – September 2019
- Meet with Primary and Secondary Head teachers – September 2019
- PSB Right Skills Intervention Board
- Youth Support Services Board
- Senior Leadership Team

Signed

Background

The Newport Commitment would assist in ensuring that young people in Newport make a successful transition from compulsory schooling to ongoing education, training and the world of work, and are enabled to reach their full potential

The Council is committed to increasing the engagement and progression of young people not in education, training and employment and those individuals who are long termed unemployed. This is a key part of the work of our schools, colleges, and Work & Skills team as well as the Council's Public Services Board partners engaged in delivering the Right Skills intervention in Newport's Well-being Plan.

There has been a steady improvement year on year in the proportion of young people who are engaged in education, employment or training at age 16 but there remains scope to increase the numbers who secure a positive destination after leaving school. The Newport Commitment would support this.

The Council also seeks to build on good practice already embedded, learn from other areas, create opportunities and improve the participation rates for young people in the city and in particular for our most vulnerable groups. The Newport commitment would build on this and on work already underway through Cardiff and Bristol Commitments.

The Newport Commitment

Ultimately, the focus of The Newport Commitment would be to ensure that all young people and long term unemployed individuals in the city eventually secure a career pathway that enables them to reach their full potential whilst contributing to the economic growth of the city. The Newport Commitment aims to create sustainable employment opportunities for a variety of recruitment needs, from entry level positions through to skilled opportunities. It could be used to support recruitment from the pool of Newport residents that are involved in Community Regeneration programmes.

There is already a Cardiff Commitment and a Bristol Commitment in place. The Newport Commitment would therefore be part of a partnership offer along the "Great Western Corridor" to employers, young people and the long term unemployed enabling individuals from Newport to access employment and career opportunities in Cardiff and Bristol as well as Newport.

The Commitment would support local economic development for the city with a focus on identifying skills gaps and recruitment demands by liaising with local employers. The delivery of work based qualifications, with appropriate underpinning support will improve the opportunities for employee progression, improving productivity and stability for employers. It would also support new and emerging industries who are seeking to develop a workforce for the future.

Potential benefits for young people, children, long-term unemployed and schools:

- Curriculum enrichment opportunities.
- Career exploration through events, career talks, work experience placements and workplace visits.
- Apprenticeships, traineeships, volunteering, jobs.
- Preparation for seeking work, e.g. CV writing and interview techniques
- Mentoring and support
- In-work support to ensure job sustainability and career progression for employees.

Potential benefits for businesses

- An opportunity to make a real difference to young people's lives.
- Demonstrates corporate social responsibility
- Co- constructing the future workforce.
- Brand awareness and business exposure to a younger generation and long term unemployed
- Staff development opportunities

The success of this partnership will be measured through the number of individuals accessing career, skills and employment opportunities. The desired outcomes would be:

- Young people with the right skills to support the economic growth sectors in Newport
- Integrated education and employment pathways for young people and long term unemployed.
- Easy access for young people to information and advice on career opportunities.
- An increased number of school leavers securing a positive, sustainable destination in education, employment or training.
- A more robust working relationship with businesses to support the needs of a growing city.
- More young people in vulnerable groups, at risk of becoming NEET, making a successful transition from school to future education, employment or training.
- A higher overall number of young people aged 16 – 25 economically active.
- Young people directly influence service planning and delivery and ensure ownership and relevance.
- Long term unemployed, with no formal qualifications gaining an essential skill, technical or job specific qualification.
- Long-term unemployed gaining unemployed.

The Commitment would be a joint initiative working with various departments across Newport City Council and external partners including:

- Economic Development
- Work and Skills
- Education
- Youth Service
- Flying Start
- Families First
- Resilient Communities
- University of South Wales
- Careers Wales
- Job Centre
- Primary Schools
- Secondary Schools
- Coleg Gwent
- Training Providers
- Local Business
- Digital Profile

If approved by Cabinet, the intention would be to launch as early as possible in the academic year. The Commitment uses an online platform to link young people and the long term unemployed with training and employment opportunities. Launch would be possible this autumn although the platform which is already in use in Cardiff and Bristol will not be fully bilingual until March 2020. This means that initially the platform will not comply to the Council's Welsh Language standards.

Financial Summary

The creation of the digital tool will reduce the resource required to deliver the Newport Commitment. There will be no additional costs, as resources will be absorbed through current delivery within RIH.

The digital tool will be created by a third party who will not be charging NCC for this service. This third party will charge services for enhanced requirement of employers. There will be no costs to schools.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Schools not engaging in the Newport Commitment	H	L	NCC has close links with all schools in Newport and good working relationships. The relationship between schools and businesses has been highlighted as an area of development and the process is ad hoc currently.	Education
Businesses not engaging in the Newport Commitment	H	L	NCC will be meeting an identified need highlighted by business at various events and through surveys.	Regeneration, Investment and Housing
Capacity to deal with demand	L	L	Currently we are not anticipating unmanageable demands. If this occurs we will seek alternative sources of support.	Regeneration, Investment and Housing
Digital Platform not complying with all applicable Welsh Language Standards	H	H	A Fairness and Equalities Impact Assessment was not carried out against this proposal, however there is an FEIA that covers the Work & Skills portfolio for Authority which will identify a number of issues relating to non-compliance with standards in the initial stages of implementation. At the proposed point of launch in the autumn the platform will not comply to WL standards, however the provider is developing a fully bilingual platform to comply with the standards and this will be completed by March 2020. The council will need to ensure that future iterations of the platform adhere to all applicable Welsh Language Standards standards.	RIH / PBC
Newport Commitment and associated digital platform has not been subject to an Equalities	H	L	A Fairness and Equalities Impact Assessment was not carried out against this proposal, however there is an FEIA that covers the Work & Skills portfolio for the Authority.	RIH / PBC

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Impact Assessment			<p>In future, the authority will need to monitor customer satisfaction in regards to accessibility and work with the content provider to improve the service.</p> <p>Digital Platform does collect equalities monitoring information that will help ensure target interventions against protected characteristics.</p>	

Links to Council Policies and Priorities

This proposal links with the following corporate plan priorities:

Resilient Communities
A Thriving City
Aspirational People
A Modernised Council

The Newport Commitment will aim to provide interventions that address the Well-being objectives adopted by Newport City Council and the objectives of One Newport Public Services Board contained within the Well-being Plan for the city.

The Commitment is aligned to the following Well-being Plan interventions:

Right Skills – People can access skills and education programmes that align with current and future local employment opportunities, enabling individuals and the city’s economy to achieve their potential.

The Newport “Offer” – The Newport “Offer” should attract and retain people and businesses to the city, recognising that desirability to work and live in the city is the result of the “complete package” including employment, housing solutions, infrastructure, environment, cultural opportunities and public services

Strong Resilient Communities – Working with the community and a range of organisations to identify assets and needs, developing a targeted, preventative place-based approach with local communities that considers the long term and empowering local people to lead and develop their local community.

Options Available and considered

Option 1 – Do nothing, this option will maintain the current status, however the current status does not support the authority’s aspiration to provide employment and career opportunities to its residents “improve people’s lives”. There will be the requirement at some point to implement a similar programme.

Option 2 - Newport only offer, this option would deliver a similar programme for Newport residents but would not provide information or opportunities with employers based outside of Newport.

Option 3 – Implement the Newport Commitment, this option supports the strategic pledge to “improve people’s lives”. It provides opportunity for educational organisations, students and the unemployed to

gain information, guidance and opportunities in the world of work. This current opportunity will provide our residents with a regional exposure to employers.

Preferred Option and Why

Option 3 – Implement the Newport Commitment, this option supports the strategic pledge to “improve people’s lives”. It provides opportunity for educational organisations, students and the unemployed to gain information, guidance and opportunities in the world of work. This current opportunity will provide our residents with a regional exposure to employers.

Comments of Chief Financial Officer

The report confirms there are no financial impact as a result of implementing this proposal. The Newport Commitment will utilise current staffing through existing budgets and the digital tool that will be used to support the service will be managed, licensed and delivered by another organisation on behalf of Newport City Council at no extra cost.

Comments of Monitoring Officer

There are no specific legal issues arising from the Newport Commitment itself, as this is simply a restatement of the Council’s existing corporate and well-being objectives relating to the development of work and skills and the provision of support for young people and long-term unemployed. The proposed collaborative arrangement with the schools and employers is also consistent with the sustainable development principle and the 5 ways of working under the Well-being of Future Generations Act. However, the contractual arrangements for the provision and maintenance of the digital on-line platform by the external provider will need to be considered and, in particular, any data base rights and GDPR, data protection implications. There will also need to be a commitment to develop a bilingual on-line platform in due course to meet the requirements of the Council’s Welsh Language Standards.

Comments of Head of People and Business Change

The report notes that the Newport Commitment is in line with the Council’s corporate plan priorities and the Right Skills and Newport Offer intervention in One Newport Public Services Board’s Well-being Plan for the city. It will also help deliver against the Council’s Well-being Objective “To improve skills, education and employment opportunities” and, in particular, the step “Support young people into education, employment and training”.

The initiative is also in line with the sustainable development principle in the Well-being of Future Generations Act. The Newport Commitment is a collaborative initiative between schools, the Council and business but will also report through the PSB’s Right Skills Intervention Board facilitating the involvement of other partners and the integration of partner objectives. It supports longer term skills development for the city and the prevention of young people from becoming NEET.

The risks table in the report notes that there is an FEIA that covers the Work & Skills portfolio for the Authority but a Fairness and Equalities Impact Assessment has not been carried out for this specific proposal to date; going forward, the Council will need to monitor customer satisfaction in regards to accessibility and work with the content provider to improve the service if required. The report notes that the Digital Platform collects equalities monitoring information that will help ensure targeted interventions for protected characteristics if required.

Currently the Digital Platform used for the Cardiff Commitment and proposed for launch in Newport does not comply with all applicable Council Welsh Language Standards; the Council is working with the provider to develop a fully bilingual platform to comply with the standards.

There are no HR related issues arising directly from this report.

Comments of Cabinet Member

Cabinet Member has been briefed on the report.

Local issues

N/A

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

The Newport Commitment is a proposal that makes up part of the Work & Skills portfolio offered by the Authority to residents. The Work & Skills portfolio of work has an FEIA that is updated on a bi annual basis. The next update is due in 2020.

Children and Families (Wales) Measure

Although no formal consultation has taken place specifically aimed at children and young people, consultation on the Newport Commitment will take place if approved by Cabinet.

Wellbeing of Future Generations (Wales) Act 2015

- Long term: Raising awareness of opportunities for work and training in the city so that young people can explore potential careers and achieve their potential longer term; co-constructing the future workforce with business, thereby supporting long term economic development.
- Prevention: Helping to prevent young people from becoming NEET; helping to prevent unemployment and skills shortages in the city
- Integration: This initiative seeks to respond to the objectives of the Council, schools and other partners on the PSB's Right Skills Intervention Board in terms of supporting young people into training and employment and supporting economic growth.
- Collaboration: The initiative relies on close collaboration with local employers, schools, colleges and other members of the PSB's Right Skills Intervention Board
- Involvement: Young people and businesses will be involved in the development of the Newport Commitment and the web-based platform going forward to ensure its ongoing relevance

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

Although no formal consultation has taken place at the moment consultation on the Newport Commitment will take place if approved by Cabinet.

Dated: 10 January 2020

Report

Cabinet Member for Education and Skills

Part 1

Date: 20 January 2020

Item No: 02

Subject European Social Fund (ESF) Bids – Journey 2 Work (J2W) Extension

Purpose To update and seek approval from the Cabinet Member to accept an extension of the regional ESF Journey 2 Work operation up until December 2022.

Author Central Lead Manager

Ward City Wide – targeted at non-Communities for Work areas (previously non-Communities First areas)

Summary In June 2017 a Cabinet Member Report was approved supporting Newport City Council's delivery of the Journey 2 Work operation as the Lead Beneficiary on behalf of the three Joint Beneficiaries (delivery partners) as noted below:

- Newport City Council
- Cardiff City Council
- Monmouthshire Housing Association

Newport City Council has successfully applied to the Welsh European Funding Office for an extension to the Journey 2 Work regional operation up until December 2022, adding an additional 2 years and 4 months to the delivery period and £994,696 of ESF Grant. Newport City Council will remain as the Lead Beneficiary managing the delivery and performance of the operation on behalf of the Joint Beneficiaries across the South East Wales region.

The Central Lead Team, employed by Newport City Council is 100% funded through the ESF Grant and currently consists of the following roles that manage the delivery and monitor performance of the Joint Beneficiaries within each operation:

- Central Lead Manager
- Central Lead Coordinator
- Central Lead Finance, Monitoring & Governance Officer x 3
- Central Lead Administrator

All Central Lead Team posts will be 100% funded by the ESF Grants provided through the Inspire 2 Achieve (45.72%), Inspire 2 Work (20.57%), Journey 2 Work (18.18%) and Skills at Work (15.53%) Operations and recruited on a fixed term contract up until the end of the operations in December 2022.

As the Lead Beneficiary for the Journey 2 Work operation, Newport City Council will be responsible for managing the performance of the operation and overseeing the delivery of each Joint Beneficiary. This includes:

- Managing performance of Joint Beneficiary progress towards operational targets as agreed with the Welsh European Funding Office (WEFO).
- Completion of regular monitoring and compliance checks ensuring Joint Beneficiaries adhere to WEFO guidance.
- Reporting and submission of participant outcomes and financial expenditure to WEFO Project Delivery Officers and via WEFO online.
- Collation and storage of required documentation to evidence participant outcomes and financial expenditure.
- Correspondence with WEFO to resolve queries and distribution of information to Joint Beneficiaries.
- Communication with all Joint Beneficiaries on a regular basis ensuring WEFO updates and guidance are received.
- Preparations for WEFO claim verifications and European Funding Audit Team inspections.
- Development of legal agreements between Newport City Council as the Lead Beneficiary and the individual Joint Beneficiaries.
- Creation of a regional procurement framework where appropriate and monitoring of Joint Beneficiary procurement activity.
- Ensure the operation is adequately promoted and all marketing adheres to WEFO guidelines.

Proposal To accept an extension of the regional ESF Journey 2 Work operation up until December 2022.

Action by Head of Regeneration Investment and Housing

Timetable In January 2019 the Journey 2 Work operation submitted a re-evaluation of the approved Business Plan with updated financial and indicator profiles to the Welsh European Funding Office.

The amended Business Plan (see background papers) and profiles were agreed by the Journey 2 Work Operational Group for submission to WEFO in October 2018.

The report was prepared after consultation with:

- Strategic Director - Place
- Head of Regeneration, Investment and Housing
- Head of Law and Regulation – Monitoring Officer
- Head of Finance – Chief Finance Officer
- Head of People and Business Change
- CCR (Cardiff Capital Region) Board
- Local Authority Partners
- FE Colleges
- WEFO (Welsh European Funding Office)
- Welsh Government (DfES)
- Careers Wales

Signed

Background

The Council's Corporate Plan, specifically objective 1 of the Aspiration People theme notes young people not in education, employment and training (NEET) and raising qualifications and skills as priorities for development. These are the key priorities within the European Social Fund (ESF) operations that NCC are either delivering currently or developing for future delivery.

The priorities highlighted by Newport City Council are also key priorities for other Local Authorities across the region as identified by the Cardiff City Region Employment and Skills Plan (see background papers).

European Social Funding across Wales is split into two distinct funding regions, West Wales and the Valleys and East Wales. Categorisation of each area is derived from GDP per capita compared to the EU average, and denotes the level of funding available.

The West Wales and the Valleys areas have access to greater levels of European Funding due to the area having higher levels of deprivation. The breakdown of Local Authority areas covered in South East Wales within the West Wales and the Valleys and East Wales regions is as below:

- West Wales and the Valleys: Caerphilly, Torfaen, Blaenau Gwent, Merthyr Tydfil, Bridgend, and RCT.
- East Wales: Newport, Cardiff, Vale of Glamorgan, Monmouthshire

A South East Wales ESF group was established by Newport City Council, with the purpose to identify need across the region, and develop potential proposals for funding to address this need. Through the East Wales working group, it was agreed that an operation supporting economically inactive and long term unemployed individuals aged 25 plus would be developed to address the priorities identified by LSKIP, CCR and WEFO.

Joint Beneficiaries are responsible for providing the required match funding and the evidence proving its eligibility for use on an ESF operation. All Joint Beneficiaries will be responsible for monitoring their expenditure and ensuring the match funding is recorded appropriately and in line with WEFO guidance (this is identified in the Relationship Agreement between Joint Beneficiaries and Newport City Council as the Lead Beneficiary). Newport City Council as the Lead Beneficiary are responsible for monitoring and validation of the information supplied by the Joint Beneficiaries before it is submitted to WEFO, the Central Lead Team have been recruited for this purpose.

Joint Beneficiaries have identified eligible sources of match funding, however as discussed with WEFO the operation is unable to secure funding for the full 5 years 2 months of the operation (due to external funding being used as match that is agreed annually). The operation has been advised by WEFO to identify match funding that will be available for each successive financial year and make assumptions for the following years. Match funding sources and time scales will therefore be subject to change throughout the lifetime of the operation. If during the operation, a Joint Beneficiary has to withdraw their match funding and are unable to secure an alternative source they will be required to scale back their operation accordingly, re-profiling their financial expenditure and outcomes. All Joint Beneficiaries (including NCC) are required to provide evidence approving the use of their match funding for the ESF Journey 2 Work operation.

ESF Programmes

Journey 2 Work

The Journey 2 Work operation is seeking funding from Priority Axis 1 of the WEFO ESF Operational Programme for East Wales, which is Tackling Poverty through Sustainable Employment, Specific Objective 1 which sets out to increase the employability of Economically Inactive and Long Term Unemployed people aged 25 and over, who have complex barriers to employment.

The operation will be delivered across the Local Authority areas of Cardiff, Monmouthshire, and Newport, and brings together a collaborative multi-agency partnership made up of Local Authorities and Social Housing Associations to provide a comprehensive package of support to those aged 25 and over who are furthest from the labour market. The target groups will be those as set out in the ESF Operational Programme for East Wales:

- Economically Inactive (aged 25 and over) not in education or training who have complex barriers to employment
- Long-term unemployed (aged 25 and over), who have complex barriers to employment

Newport City Council will deliver the operation within the Newport Local Authority area utilising its experienced Work and Skills Team.

Through a 'person centred' approach, (this can be delivered through 1 to 1 support or group activities) the operation aims to engage, support and enable unemployed and economically inactive 25 years and over to gain a range of skills, qualifications and meaningful work placements to feel confident and motivated to enter into sustainable employment or further learning. Taking into account that the target groups have a number of barriers preventing them from entering employment or further learning, therefore the preferred delivery option gives the support and flexibility enabling the participant to succeed.

The operation has been designed to ensure that those aged over 25 years of age living within non Communities for Work areas who are at risk of poverty have access to similar support and interventions, which will help them overcome barriers to gaining sustainable employment, as those living within Communities for Work areas.

The new proposed regional targets for Journey 2 Work are as follows:

Participant Indicators	Target
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	1033
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	770
Participant Outcomes	Target
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	183
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	381
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	482
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	252
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	352
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	174
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	181

Participant targets and outcomes have been determined by Joint Beneficiaries through local consultation, statistical research and performance to date. The level of impact required to reduce

economically inactive and long term unemployed individuals aged 25 and over in the region has also been gathered through wider consultation, source documentation and engagement with Jobcentre Plus, FE Institutions, Careers Wales and LSKIP.

Summary of Regional Changes

The table below shows the financial changes to the regional operation due to the extension.

	Approved Values	Change	Re-profiled values
Operation Length (months)	36 months	+26 months	62 months
Total Operation Cost (£)	£2,514,246	+£2,010,637	£4,524,883
Total Eligible Operation Cost (£)	£1,243,840	+£994,696	£2,238,536
Total Eligible Match Funding (£)	£1,270,406	+£1,015,941	£2,286,347
Intervention Rate	49.471691	+/-	49.471691

The total value of the regional operation, including the extension up until December 2022 is £4,524,883, comprising of £2,238,536 ESF Grant and £2,286,347 of match funding. The proposed extension from October 2020 – December 2022 will provide an additional £994,696 of ESF grant and £1,015,941 of match funding across the region.

The table below shows the participant outcome changes to the regional operation due to the extension.

Participant Indicators	Approved Values	Change	Re-profiled values
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	474	+559	1033
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	346	+424	770
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	73	+83	156
801.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	162	+219	381
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	197	+249	446
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	122	+130	252
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	137	+194	331
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	72	+86	158
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	93	+96	189

The operation has increased the number of participants it aims to engage by 983 to 1803 participants, leading to the above 1913 outcomes for economically inactive and long term unemployed individuals aged 25 and over across the region. The operation is proposing a participant unit cost of £2509.

Summary of Newport Changes

	Approved Values	Change	Re-profiled values
Operation Length (months)	36 months	+26 months	62 months
Total Operation Cost (£)	£542,769	+£571,008	£1,113,777
Total Eligible Operation Cost (£)	£238,593	+£263,411	£502,004
Total Eligible Match Funding (£)	£304,176	+£306,731	£610,907
Intervention Rate	49.471691	+/-	49.471691

The total value of the Newport operation, including the extension up until December 2022 is £1,113,777, comprising of £502,004 ESF Grant and £610,907 of match funding. The proposed extension from October 2020 – December 2022 will provide an additional £263,411 of ESF grant and £306,731 of match funding in Newport.

The table below shows the participant outcome changes to the Newport delivery due to the extension.

Participant Indicators	Approved Values	Change	Re-profiled values
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	178	+181	359
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	86	+101	187
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	44	-14	30
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	64	+17	81
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	84	+51	135
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	68	+60	128
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	62	+/-	62
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	23	+7	30
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	63	+20	83

The Newport delivery has increased the number of participants it aims to engage by 282 to 546 participants, leading to the above 549 outcomes for economically inactive and long term unemployed

individuals. The existing Journey 2 Work team within Newport's Work and Skills Service will continue to deliver the operation.

Bid Approval

On the 20th June 2019, Newport City Council received communication from WEFO indicating that the Journey 2 Work extension and receipt on an additional ESF Grant of £1,467,543 had been approved. Formal approval is now pending.

Financial Summary

Newport City Council, as the Lead Beneficiary, is responsible for submitting financial expenditure and participant outcomes achieved by the Joint Beneficiaries. We have mitigated the risk of any undesirable actions by Joint Beneficiaries through a robust Relationship Agreement; it places the responsibility of eligibility of match funding, outcomes and financial expenditure with each individual Joint Beneficiary. The costs associated with Newport City Council being Lead Beneficiary and employing the Central Lead Team will be fully recovered from ESF Grant and contributions made by the Joint Beneficiaries.

All Joint Beneficiaries have identified sources of match funding that will be eligible for years 1, 2 and 3 of the operation, but may not have been able to confirm this match for years 2 and 3. Therefore, match funding sources and time scales may be subject to change throughout the lifetime of the Operation. If during the operation, any partner has to withdraw their match and is unable to secure alternative funding they will be required to scale back their delivery accordingly, re-profiling outcomes and expenditure. Any surplus ESF Grant may be redistributed (re-profiled) to other Joint Beneficiaries subject to them providing additional match funding or returned to WEFO if not required.

Regional Operation value and Match Funding

J2W Operation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Total value	£522,284	£902,051	£959,363	£979,607	£985,505	£176,073	£4,524,883
Match Funding	£285,290	£492,341	£523,741	£534,844	£538,105	£95,970	£2,470,291
ESF	£236,994	£409,710	£435,622	£444,763	£447,400	£80,103	£2,054,592

Newport Operation value and Match Funding

J2W Operation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Total value	£113,911	£229,125	£235,592	£242,687	£250,187	£42,275	£1,113,777
Match Funding	£62,480	£125,675	£129,222	£133,114	£137,228	£23,188	£610,907
ESF	£51,431	£103,450	£106,370	£109,573	£112,959	£19,087	£502,870

The reliance on annual grant funding within Community Regeneration results in difficulty when committing to match-funding programmes beyond the current financial year. As with previous funding extensions for the other ESF operations, it has been noted that if there is a shortfall in match funding the operation will scale back delivery accordingly or cease delivery early so that the Council is not over-committed.

The Journey to Work re-profile was submitted in January 2019 on the premise of new match funding being available from Welsh Governments Working Wales programme. Unfortunately, the tender process was delayed by Welsh Government resulting in less match being available for parts of years 2 and 3 than expected. This has required NCC to reduce its planned financial expenditure on the Journey 2 Work operation for a 12-month period from April 19.

The revised match available for Year 2 is shown below:

Match Funding source	Availability of Match	Value	Rationale
Work Programme Contract income	For Sept 18-March 19 only	£45,596	1.4 FTE
NCC Core	Annual	£30,463	1.1 FTE
FR 40 Model		£30,423	WEFO Simplified Costs Option Model
Total		£106,482	

The Working Wales programme will be delivered from April 2020. This will enable the Newport Journey 2 Work operation to catch-up on the 6-year profile approved by WEFO, with the shortfall in match funding anticipated in years 2 and 3 being re-couped over the remaining years. This will be achieved by the delivery team taking on additional posts and increasing the match funding above the levels anticipated for years 4 to 6 of the profile approved by WEFO. In the unlikely event of the Working Wales programme being delayed further the operation in Newport will continue to operate at a reduced level determined by the match funding available.

As per the terms of the Relationship Agreement, Newport City Council will be liable for the full contribution to the Central Lead Team for the remainder of the operation. Over the 6-year lifespan of Journey 2 Work operation, the Council is due to contribute approximately £48k to the Central Lead Team.

In order to help mitigate any risks, all appointments made to Council posts funded by the Journey to Work operation will continue to be made of a fixed term basis, ensuring that the delivery could be scaled back or finished early at minimum risk to the Council. Furthermore, any unspent Newport Journey to Work grant will continue to be rolled over at the end of each financial year and carried forward to provide a potential resource to offset any costs to extend (or end) the programme for Newport Delivery.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Unavailability of Match Funding	H	L	Identification with Joint Beneficiaries of current and potential match funding sources. Production of a legally binding relationship agreement indemnifying Newport City Council against all risk.	Work/ Skills & Performance Manager
Reduction in Match Funding value due to further austerity actions	H	M	Clean, eligible sources of Match Funding have been indicated in the I2A Business Plan to WEFO. The sources have been approved for use by WG and the authority. Scenarios have been provided dependent on	Community Regeneration Manager

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
			changes to match funding availability to mitigate the risk.	
Insufficient resources available to approve Business Plan applications	H	L	Working with service managers and partners to gain relevant support at the correct levels.	Work/ Skills & Performance Manager
Duplication with other ESF operations/WG Programmes	H	L	Communication with other proposed ESF operations and existing alternatively funded programmes to ensure delivery is not duplicated within the Region. Approval of Business Plans through the CCR Regional Proofing Panel	Work/ Skills & Performance Manager
Underachievement against operation targets	H	L	Targets have been set at realistic levels based on quantifiable need that already exists within Newport. Robust monitoring processes will highlight any early underachievement that can be addressed and resolved	Work/ Skills & Performance Manager
Non-compliance with WEFO requirements – risk of claw back	H	L	Robust management arrangements, regular reports to CM and a Relationship Agreement detailing the Joint Beneficiaries responsibilities	Work/ Skills & Performance Manager
Refusal or inability by Joint Beneficiaries to provide the required data or documentation as evidence	H	L	Relationship Agreement produced that clearly states requirements of Joint Beneficiaries	Work/ Skills & Performance Manager
Lack of communication regarding amendments to guidance provided by WEFO	H	L	Regular updates for the cabinet member, briefing on changes and updates made with in the project design, finances, and governance. Quarterly review meetings with WEFO Project Development Officer	Community Regeneration Manager

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Late submission of claim information by Joint Beneficiaries	H	L	Schedule of claim dates provided for full lifetime of operation and reminder each quarter of claim deadlines	Work/ Skills & Performance Manager

Links to Council Policies and Priorities

The Journey 2 Work operation provides interventions that address the well-being objectives adopted by Newport City Council from the Wellbeing of Future Generations Act and will seek to maximise the contribution to the achievement of the seven Well-being Goals for Wales by;

- Improving the skills, educational outcomes and employment opportunities (Objective 1)
- Promoting economic growth and regeneration whilst protecting the environment (Objective 2)
- Enabling people to be healthy, independent and resilient (Objective 3)
- Building cohesive and sustainable communities (Objective 4)

The Journey 2 Work operation will link to the above four Well-being Objectives through the below activity;

- Identify unemployed and economically inactive individuals with complex barriers to employment and skills
- Provide better brokerage and coordination of support
- Strengthen tracking and transitions of unemployed and economically inactive individuals through the system
- Ensure provision meets the needs of unemployed and economically inactive individuals aged 25 plus
- Provide greater accountability for better outcomes for unemployed and economically inactive individuals aged 25 plus

Options Available and Considered

Accept the additional ESF grant for the Journey 2 Work operation and extend delivery up until December 2022.

This option will provide Newport City Council with additional resources from the European Social Fund to identify and support economically inactive and long term unemployed individuals aged 25 and over.

To not accept the additional ESF Grant and continue to deliver as previously approved until January 2020.

Newport City Council will not access the available ESF Grant to increase resources and deliver interventions to economically inactive and long term unemployed individuals aged 25 and over.

Preferred Option and Why

The preferred option is to accept the additional ESF grant for the Journey 2 Work operation and extend delivery up until December 2022 as this will allow us to shape delivery of our services to meet Newport City Councils corporate objectives and align with the Wellbeing of Future Generations Act.

Journey 2 Work will also create further resources funded externally through ESF to support the Employment and Skills Strategy and reduce the number of economically inactive and long term unemployed individuals aged 25 and over. As the Lead Beneficiary, Newport City Council will receive approximately £0.3 million in ESF Grant funding for the Central Lead Team over the 5 year 2-month delivery period of the operation.

Comments of Chief Financial Officer

European Social Fund grant has been accessed to extend the current operation up until December 2022 which means match funding arrangements will need to continue. Joint Beneficiaries are responsible for providing the required match funding and will be responsible for monitoring their expenditure and ensuring the match funding is recorded appropriately and in line with WEFO guidance. Newport City Council as the Lead Beneficiary is responsible for monitoring and validation of the information supplied by the Joint Beneficiaries and there is a specific team in place to carry out this function.

If during the operation a Joint Beneficiary, including Newport City Council, has to withdraw their match funding and are unable to secure an alternative source they will be required to scale back their operation accordingly, re-profiling their financial expenditure and outcomes, this removes the risk of any adverse impact to the Council's revenue budget.

Comments of Monitoring Officer

The proposed action is in accordance with the Council's powers under the Local Government Act to enter into collaborative arrangements with other local authorities in relation to the joint discharge of functions. It is therefore open to the Council to continue to act as Lead Authority, subject to formal approval being received from WEFO.

The Legal Agreement which currently covers arrangements between the Lead and other Joint authorities will need to be amended to ensure that it is adequate to protect the parties and in particular to ensure that the Council is protected and is indemnified against all costs, expenses and other liabilities arising from this arrangement. It is noted that future match funding is not guaranteed and accordingly this is a matter which has to be carefully considered and addressed in the Agreement. Procedures and working arrangements need to be put in place and monitored to ensure that the Council as Lead Authority discharges its obligations under the Agreement and that all funding conditions specified in the Offer are complied with and that if any of the Joint beneficiaries breach any of the obligations the Council will be indemnified.

It is noted that the posts are fixed term rather than permanent ones because of the uncertainty of match funding and the limited life span of the project. However, depending upon the length of continuous employment of the personnel involved it is still possible for employment protection to accrue in relation to unfair dismissal and redundancy and therefore potential redundancy cost implications need to be considered.

Comments of Head of People and Business Change

As required, this report has fully considered the Well-being of Future Generations (Wales) Act 2015. This proposal supports many of the Well-being Goals and the Council Well-being Objectives. All aspects of the Act's sustainable development principle, *"looking to the long term"*, *"involving people"*, *"collaborating with others"*, *"taking an integrated approach"* and *"prevention"* have been fully covered in the appropriate section of this report.

Finally, from an HR perspective, there are no staffing implications.

Comments of Cabinet Member

Cabinet Member has been briefed on this report.

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The newly created single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users.

In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not.

The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Children and Families (Wales) Measure

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

Wellbeing of Future Generations (Wales) Act 2015

The "Sustainable Development Principle" – 5 Ways of Working within the Wellbeing of Future Generations (Wales) Act 2015 have been considered through the Journey 2 Work operation. The below demonstrates how the operation has considered and addressed those 5 principles:

- **Long term:** The operation will aim to ensure that unemployed and economically inactive individuals aged 25 plus are identified and supported so that they can gain qualifications, work experience and enter into employment. This will reduce the likelihood of future or continuing poverty amongst unemployed and economically inactive individuals but will also ensure that short-term needs are met without compromising the ability of future generations to meet their own needs. Additionally the operation will aim to ensure long-term improvements in the individual's health, well-being and skill level as well as instilling a work ethic that will improve aspiration levels throughout their lifetime. Consideration will be given to the seven well-being goals within the Wellbeing Act when delivering activity.
- **Prevention:** The operation will identify those unemployed and economically inactive individuals who are facing complex barriers to gaining skills and employment. It will seek to improve health and well-being, rise aspiration levels, improve employability skill levels and qualifications, increase engagement with society and their local community and reduce the likelihood of individuals engaging in crime or anti-social behaviour.
- **Integration:** The operation will ensure that delivery will align and impact on the following wellbeing objectives 1) Support regeneration and economic growth 2) Drive up skill levels for economic and social well-being 3) Provide children and young people with the best possible start in life 4) Long and healthy lives for all 5) People feel part of their community and have a sense of belonging. The operation will also ensure that delivery will align and impact on the following wellbeing goals, 1) A prosperous Wales 2) A resilient Wales 3) A healthier Wales 4) A more equal Wales 5) A Wales of

cohesive communities 6) A Wales of vibrant culture and thriving Welsh language 7) A globally responsible Wales and other objectives and those of other public bodies. To sustain this and continue alignment, the delivery team are active members of strategy groups and forums such as the Right Skills Board. They will aim to deliver the Right Skills Intervention of the PSB Local Well-being Plan.

- Collaboration: The operation has completed extensive consultation as noted below to ensure it has considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives. Please see the above summary, which notes collaboration and consultation with our external Joint Beneficiaries partners and internal council departments.
- Involvement: The operation has considered the importance of involving unemployed and economically inactive individuals with an interest in achieving the wellbeing goals with continual consultation and evaluation planned, ensuring that those individuals reflect the diversity of the City we serve. We value the feedback of individuals participating in our programmes and have a robust mechanism for ensuring operations are, where possible, participant ed. Wider consultation and evaluation protocols are embedded within our organisation to drive change and improve services across the city. Please see consultation section below for further information on involvement of key stakeholders and organisations working with unemployed and economically inactive individuals.

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

The Journey 2 Work operation has been developed by partners across 10 local authorities and in consultation with the newly formed ESF sub group that was created through the Economic Regeneration theme of the Cardiff City Region Deal. The activity of the Journey to Work operation will be reported to the Cardiff Capital Regional Skills Partnership as well as the Employment and Skills board. The Learning, Skills and Innovation Partnership (LSKIP) 2016 Regional Employment and Skills Plan notes the below with regard to skills support across the sectors:

- Soft Skills – collaboration; communication; leadership and management.
- 21st century apprenticeship frameworks.
- Higher-level apprenticeships and degree apprenticeships.
- Welsh Government, e.g. Code of Practice; Ethical Supply Chains.
- Developing local supply chains – industry cluster engagement.
- Upskilling managers' digital capability and leadership skills.
- Improving skills to move productivity levels from good to excellent.
- Management skills to improve skills utilisation
- Strategic, holistic approach to engage with hard to reach across the region.

The operation has been designed to work in conjunction with other programmes and Welsh Government back bone projects and will not duplicate but compliment and add value, filling gaps in provision where there is a specific need. This includes alignment with other ESF operations such as:

Communities 4 Work – The operation will predominantly work outside Communities for Work and Communities 4 Work Plus areas, focussing our activity on areas and participants that would not have the benefit of these programmes. Referrals will be gained from C4W for those individuals seeking support but living outside of a Communities for Work area.

SOVA Achieving Change through Employment (ACE) – The operation has engaged with SOVA to discuss their East Wales operation, and have identified potential opportunities for them to refer individuals not eligible for their operation onto Journey 2 Work.

Upskilling@Work – The operation has engaged with Coleg Gwent who is the Lead Beneficiary for this operation, to consider how it may provide additional support for participants exiting the Journey 2 Work operation. The Upskilling@Work operation aims to increase the skills level, including work relevant skills of those in the workforce with no or low skills.

Parents, Childcare and Employment (PaCE) – The operation has engaged with the PaCE project to ensure where childcare is highlighted as a main barrier to employment a referral will be made from Journey 2 Work for support.

Journey 2 Work has engaged in detailed discussion with partners, as below:

- Newport City Council has engaged specifically with Migration Officers to discuss concerns around engaging the Roma population in training and employment opportunities.
- Lead Officers have attended events held by the South East Wales Regional Learning Partnership (LSkIP), and the Lead Beneficiary sits on both P1 and P3 ESF Support Groups. Journey 2 Work has engaged in the P1 Support Group along with other operational partners across the South East Region to enable further collaboration. The Support Groups enable the operation to engage with other local, regional, and national operations (in development and delivery stages) that deliver in South East Wales to ensure complementarity, and to avoid duplication.
- The operation has considered Priority Axis 2 operations and the support for participants who are exiting the J2W Operation into employment but may require further training and qualifications to sustain employment.
- Local Authority partners have engaged with Communities for Work within their areas to discuss the Communities 4 Work operation that is specifically targeted to 25 plus year olds and how it can work in partnership with Journey 2 Work.
- The proposal has been designed to work in conjunction with other programmes and Welsh Government backbone projects and will not duplicate but compliment and add value, filling gaps in provision where there is a specific need.
- As part of delivery, Joint Beneficiaries will be engaging with Jobcentre Plus to investigate numbers of unemployed and economically inactive individuals within the South East Wales region and referral pathways.
- Lead Officers have attended the PSB workshop to discuss the Economic Well-being theme within the Well-being of Future Generations (Wales) Act 2015 and have engaged with stakeholders present to support the development of the PSB Local Well-being Plan.

The following partners have been consulted during the development of the Journey 2 Work operation, with their level of involvement noted in the below table:

Organisation	Involvement
Newport City Council	Lead beneficiary & Joint Beneficiary
City of Cardiff Council	Joint Beneficiary
Monmouthshire Housing Association	Joint Beneficiary
Vale of Glamorgan Council	Proposed delivery partner
Monmouthshire Council	Proposed delivery partner
Coleg Gwent	Interested in procured or referral opportunities
Cardiff and Vale College	Interested in procured or referral opportunities
Blaenau Gwent CBC	Member of SWYP group Lead Beneficiary: WWV Inspire Operations
DFES	Member of SWYP group
DWP	Member of SWYP group
Public Health Wales	Member of SWYP group
South East Wales Regional Engagement Team	Member of SWYP group
Cardiff City Region Proofing Board	Endorsement of proposals
Learning, Skills & Innovation Partnership	Endorsement of proposals
Careers Wales	Consulted on proposals

Communities for Work	Consulted on proposals
Families First	Consulted on proposals
Melin Homes	Consulted on proposals
Llamau	Consulted on proposals
Pobl	Consulted on proposals
Newport City Homes	Consulted on proposals

In addition, the following engagement and consultation activity has contributed to the development of the operation:

Local Authority partners

- Regular scheduled meetings and communication with key individuals
- Participation at regional monthly meetings of the East Wales ESF working group
- Discussion at regional project management/ development meetings
- Vale of Glamorgan CYP Programme Board
- Monmouthshire Business Employment Skills and Training (BEST) Partnership
- Newport City Council Work Based Learning Academy Coordinator to ensure provision of work opportunities
- Newport City Council Policy, Partnership and Involvement, link to Economic Well-being through the Well-being of Future Generations (Wales) Act 2015 in addition to the PSB Local Well-being Plan and the Corporate Plan

Non-LA partners

- The Public Services Boards for all three local authority areas
- Coleg Gwent
- Cardiff and Vale College

Background Papers

Please see below as appendices the following documents:

- Journey 2 Work approved Business Plan – February 17
- Journey 2 Work Equality Impact Assessment
- Journey 2 Work approved Business Plan re-evaluation – August 18



Journey2Work_81172.pdf



81172 Business Plan Re-evaluation \



J2W EIA.doc

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Report

Cabinet Member for Education and Skills

Part 1

THIS IS FOR MEMBER CONSULTATION PURPOSES – RESPONSES BY 4PM 17/01/2020.

Date: 10 January 2020

Item No: 02

Subject European Social Fund (ESF) Bids – Journey 2 Work (J2W) Extension

Purpose To update and seek approval from the Cabinet Member to accept an extension of the regional ESF Journey 2 Work operation up until December 2022.

Author Central Lead Manager

Ward City Wide – targeted at non-Communities for Work areas (previously non-Communities First areas)

Summary In June 2017 a Cabinet Member Report was approved supporting Newport City Council's delivery of the Journey 2 Work operation as the Lead Beneficiary on behalf of the three Joint Beneficiaries (delivery partners) as noted below:

- Newport City Council
- Cardiff City Council
- Monmouthshire Housing Association

Newport City Council has successfully applied to the Welsh European Funding Office for an extension to the Journey 2 Work regional operation up until December 2022, adding an additional 2 years and 4 months to the delivery period and £994,696 of ESF Grant. Newport City Council will remain as the Lead Beneficiary managing the delivery and performance of the operation on behalf of the Joint Beneficiaries across the South East Wales region.

The Central Lead Team, employed by Newport City Council is 100% funded through the ESF Grant and currently consists of the following roles that manage the delivery and monitor performance of the Joint Beneficiaries within each operation:

- Central Lead Manager
- Central Lead Coordinator
- Central Lead Finance, Monitoring & Governance Officer x 3
- Central Lead Administrator

All Central Lead Team posts will be 100% funded by the ESF Grants provided through the Inspire 2 Achieve (45.72%), Inspire 2 Work (20.57%), Journey 2 Work (18.18%) and Skills

at Work (15.53%) Operations and recruited on a fixed term contract up until the end of the operations in December 2022.

As the Lead Beneficiary for the Journey 2 Work operation, Newport City Council will be responsible for managing the performance of the operation and overseeing the delivery of each Joint Beneficiary. This includes:

- Managing performance of Joint Beneficiary progress towards operational targets as agreed with the Welsh European Funding Office (WEFO).
- Completion of regular monitoring and compliance checks ensuring Joint Beneficiaries adhere to WEFO guidance.
- Reporting and submission of participant outcomes and financial expenditure to WEFO Project Delivery Officers and via WEFO online.
- Collation and storage of required documentation to evidence participant outcomes and financial expenditure.
- Correspondence with WEFO to resolve queries and distribution of information to Joint Beneficiaries.
- Communication with all Joint Beneficiaries on a regular basis ensuring WEFO updates and guidance are received.
- Preparations for WEFO claim verifications and European Funding Audit Team inspections.
- Development of legal agreements between Newport City Council as the Lead Beneficiary and the individual Joint Beneficiaries.
- Creation of a regional procurement framework where appropriate and monitoring of Joint Beneficiary procurement activity.
- Ensure the operation is adequately promoted and all marketing adheres to WEFO guidelines.

Proposal To accept an extension of the regional ESF Journey 2 Work operation up until December 2022.

Action by Head of Regeneration Investment and Housing

Timetable In January 2019 the Journey 2 Work operation submitted a re-evaluation of the approved Business Plan with updated financial and indicator profiles to the Welsh European Funding Office.

The amended Business Plan (see background papers) and profiles were agreed by the Journey 2 Work Operational Group for submission to WEFO in October 2018.

The report was prepared after consultation with:

- Strategic Director - Place
- Head of Regeneration, Investment and Housing
- Head of Law and Regulations – Monitoring Officer
- Head of Finance – Chief Finance Officer
- Head of People and Business Change
- CCR (Cardiff Capital Region) Board
- Local Authority Partners
- FE Colleges
- WEFO (Welsh European Funding Office)
- Welsh Government (DfES)
- Careers Wales

Signed

Background

The Council's Corporate Plan, specifically objective 1 of the Aspiration People theme notes young people not in education, employment and training (NEET) and raising qualifications and skills as priorities for development. These are the key priorities within the European Social Fund (ESF) operations that NCC are either delivering currently or developing for future delivery.

The priorities highlighted by Newport City Council are also key priorities for other Local Authorities across the region as identified by the Cardiff City Region Employment and Skills Plan (see background papers).

European Social Funding across Wales is split into two distinct funding regions, West Wales and the Valleys and East Wales. Categorisation of each area is derived from GDP per capita compared to the EU average, and denotes the level of funding available.

The West Wales and the Valleys areas have access to greater levels of European Funding due to the area having higher levels of deprivation. The breakdown of Local Authority areas covered in South East Wales within the West Wales and the Valleys and East Wales regions is as below:

- West Wales and the Valleys: Caerphilly, Torfaen, Blaenau Gwent, Merthyr Tydfil, Bridgend, and RCT.
- East Wales: Newport, Cardiff, Vale of Glamorgan, Monmouthshire

A South East Wales ESF group was established by Newport City Council, with the purpose to identify need across the region, and develop potential proposals for funding to address this need. Through the East Wales working group, it was agreed that an operation supporting economically inactive and long term unemployed individuals aged 25 plus would be developed to address the priorities identified by LSKIP, CCR and WEFO.

Joint Beneficiaries are responsible for providing the required match funding and the evidence proving its eligibility for use on an ESF operation. All Joint Beneficiaries will be responsible for monitoring their expenditure and ensuring the match funding is recorded appropriately and in line with WEFO guidance (this is identified in the Relationship Agreement between Joint Beneficiaries and Newport City Council as the Lead Beneficiary). Newport City Council as the Lead Beneficiary are responsible for monitoring and validation of the information supplied by the Joint Beneficiaries before it is submitted to WEFO, the Central Lead Team have been recruited for this purpose.

Joint Beneficiaries have identified eligible sources of match funding, however as discussed with WEFO the operation is unable to secure funding for the full 5 years 2 months of the operation (due to external funding being used as match that is agreed annually). The operation has been advised by WEFO to identify match funding that will be available for each successive financial year and make assumptions for the following years. Match funding sources and time scales will therefore be subject to change throughout the lifetime of the operation. If during the operation, a Joint Beneficiary has to withdraw their match funding and are unable to secure an alternative source they will be required to scale back their operation accordingly, re-profiling their financial expenditure and outcomes. All Joint Beneficiaries (including NCC) are required to provide evidence approving the use of their match funding for the ESF Journey 2 Work operation.

ESF Programmes

Journey 2 Work

The Journey 2 Work operation is seeking funding from Priority Axis 1 of the WEFO ESF Operational Programme for East Wales, which is Tackling Poverty through Sustainable Employment, Specific Objective 1 which sets out to increase the employability of Economically Inactive and Long Term Unemployed people aged 25 and over, who have complex barriers to employment.

The operation will be delivered across the Local Authority areas of Cardiff, Monmouthshire, and Newport, and brings together a collaborative multi-agency partnership made up of Local Authorities and Social Housing Associations to provide a comprehensive package of support to those aged 25 and over who are furthest from the labour market. The target groups will be those as set out in the ESF Operational Programme for East Wales:

- Economically Inactive (aged 25 and over) not in education or training who have complex barriers to employment
- Long-term unemployed (aged 25 and over), who have complex barriers to employment

Newport City Council will deliver the operation within the Newport Local Authority area utilising its experienced Work and Skills Team.

Through a 'person centred' approach, (this can be delivered through 1 to 1 support or group activities) the operation aims to engage, support and enable unemployed and economically inactive 25 years and over to gain a range of skills, qualifications and meaningful work placements to feel confident and motivated to enter into sustainable employment or further learning. Taking into account that the target groups have a number of barriers preventing them from entering employment or further learning, therefore the preferred delivery option gives the support and flexibility enabling the participant to succeed.

The operation has been designed to ensure that those aged over 25 years of age living within non Communities for Work areas who are at risk of poverty have access to similar support and interventions, which will help them overcome barriers to gaining sustainable employment, as those living within Communities for Work areas.

The new proposed regional targets for Journey 2 Work are as follows:

Participant Indicators	Target
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	1033
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	770
Participant Outcomes	Target
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	183
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	381
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	482
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	252
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	352
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	174
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	181

Participant targets and outcomes have been determined by Joint Beneficiaries through local consultation, statistical research and performance to date. The level of impact required to reduce

economically inactive and long term unemployed individuals aged 25 and over in the region has also been gathered through wider consultation, source documentation and engagement with Jobcentre Plus, FE Institutions, Careers Wales and LSKIP.

Summary of Regional Changes

The table below shows the financial changes to the regional operation due to the extension.

	Approved Values	Change	Re-profiled values
Operation Length (months)	36 months	+26 months	62 months
Total Operation Cost (£)	£2,514,246	+£2,010,637	£4,524,883
Total Eligible Operation Cost (£)	£1,243,840	+£994,696	£2,238,536
Total Eligible Match Funding (£)	£1,270,406	+£1,015,941	£2,286,347
Intervention Rate	49.471691	+/-	49.471691

The total value of the regional operation, including the extension up until December 2022 is £4,524,883, comprising of £2,238,536 ESF Grant and £2,286,347 of match funding. The proposed extension from October 2020 – December 2022 will provide an additional £994,696 of ESF grant and £1,015,941 of match funding across the region.

The table below shows the participant outcome changes to the regional operation due to the extension.

Participant Indicators	Approved Values	Change	Re-profiled values
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	474	+559	1033
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	346	+424	770
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	73	+83	156
801.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	162	+219	381
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	197	+249	446
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	122	+130	252
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	137	+194	331
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	72	+86	158
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	93	+96	189

The operation has increased the number of participants it aims to engage by 983 to 1803 participants, leading to the above 1913 outcomes for economically inactive and long term unemployed individuals aged 25 and over across the region. The operation is proposing a participant unit cost of £2509.

Summary of Newport Changes

	Approved Values	Change	Re-profiled values
Operation Length (months)	36 months	+26 months	62 months
Total Operation Cost (£)	£542,769	+£571,008	£1,113,777
Total Eligible Operation Cost (£)	£238,593	+£263,411	£502,004
Total Eligible Match Funding (£)	£304,176	+£306,731	£610,907
Intervention Rate	49.471691	+/-	49.471691

The total value of the Newport operation, including the extension up until December 2022 is £1,113,777, comprising of £502,004ESF Grant and £610,907 of match funding. The proposed extension from October 2020 – December 2022 will provide an additional £263,411 of ESF grant and £306,731 of match funding in Newport.

The table below shows the participant outcome changes to the Newport delivery due to the extension.

Participant Indicators	Approved Values	Change	Re-profiled values
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment	178	+181	359
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment	86	+101	187
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment entering employment including self-employment upon leaving	44	-14	30
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	64	+17	81
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment engaged in job search upon leaving	84	+51	135
SO1.1 - Economically inactive (aged 25 and over) not in education or training who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	68	+60	128
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment gaining a qualification or work relevant certification upon leaving	62	+/-	62
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment entering employment including self-employment upon leaving	23	+7	30
SO1.1 - Long-term unemployed (aged 25 and over) who have complex barriers to employment increasing employability through completing work experience placement or volunteering opportunity	63	+20	83

The Newport delivery has increased the number of participants it aims to engage by 282 to 546 participants, leading to the above 549 outcomes for economically inactive and long term unemployed

individuals. The existing Journey 2 Work team within Newport's Work and Skills Service will continue to deliver the operation.

Bid Approval

On the 20th June 2019, Newport City Council received communication from WEFO indicating that the Journey 2 Work extension and receipt on an additional ESF Grant of £1,467,543 had been approved. Formal approval is now pending.

Financial Summary

Newport City Council, as the Lead Beneficiary, is responsible for submitting financial expenditure and participant outcomes achieved by the Joint Beneficiaries. We have mitigated the risk of any undesirable actions by Joint Beneficiaries through a robust Relationship Agreement; it places the responsibility of eligibility of match funding, outcomes and financial expenditure with each individual Joint Beneficiary. The costs associated with Newport City Council being Lead Beneficiary and employing the Central Lead Team will be fully recovered from ESF Grant and contributions made by the Joint Beneficiaries.

All Joint Beneficiaries have identified sources of match funding that will be eligible for years 1, 2 and 3 of the operation, but may not have been able to confirm this match for years 2 and 3. Therefore, match funding sources and time scales may be subject to change throughout the lifetime of the Operation. If during the operation, any partner has to withdraw their match and is unable to secure alternative funding they will be required to scale back their delivery accordingly, re-profiling outcomes and expenditure. Any surplus ESF Grant may be redistributed (re-profiled) to other Joint Beneficiaries subject to them providing additional match funding or returned to WEFO if not required.

Regional Operation value and Match Funding

J2W Operation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Total value	£522,284	£902,051	£959,363	£979,607	£985,505	£176,073	£4,524,883
Match Funding	£285,290	£492,341	£523,741	£534,844	£538,105	£95,970	£2,470,291
ESF	£236,994	£409,710	£435,622	£444,763	£447,400	£80,103	£2,054,592

Newport Operation value and Match Funding

J2W Operation	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
Total value	£113,911	£229,125	£235,592	£242,687	£250,187	£42,275	£1,113,777
Match Funding	£62,480	£125,675	£129,222	£133,114	£137,228	£23,188	£610,907
ESF	£51,431	£103,450	£106,370	£109,573	£112,959	£19,087	£502,870

The reliance on annual grant funding within Community Regeneration results in difficulty when committing to match-funding programmes beyond the current financial year. As with previous funding extensions for the other ESF operations, it has been noted that if there is a shortfall in match funding the operation will scale back delivery accordingly or cease delivery early so that the Council is not over-committed.

The Journey to Work re-profile was submitted in January 2019 on the premise of new match funding being available from Welsh Governments Working Wales programme. Unfortunately, the tender process was delayed by Welsh Government resulting in less match being available for parts of years 2 and 3 than expected. This has required NCC to reduce its planned financial expenditure on the Journey 2 Work operation for a 12-month period from April 19.

The revised match available for Year 2 is shown below:

Match Funding source	Availability of Match	Value	Rationale
Work Programme Contract income	For Sept 18-March 19 only	£45,596	1.4 FTE
NCC Core	Annual	£30,463	1.1 FTE
FR 40 Model		£30,423	WEFO Simplified Costs Option Model
Total		£106,482	

The Working Wales programme will be delivered from April 2020. This will enable the Newport Journey 2 Work operation to catch-up on the 6-year profile approved by WEFO, with the shortfall in match funding anticipated in years 2 and 3 being re-couped over the remaining years. This will be achieved by the delivery team taking on additional posts and increasing the match funding above the levels anticipated for years 4 to 6 of the profile approved by WEFO. In the unlikely event of the Working Wales programme being delayed further the operation in Newport will continue to operate at a reduced level determined by the match funding available.

As per the terms of the Relationship Agreement, Newport City Council will be liable for the full contribution to the Central Lead Team for the remainder of the operation. Over the 6-year lifespan of Journey 2 Work operation, the Council is due to contribute approximately £48k to the Central Lead Team.

In order to help mitigate any risks, all appointments made to Council posts funded by the Journey to Work operation will continue to be made of a fixed term basis, ensuring that the delivery could be scaled back or finished early at minimum risk to the Council. Furthermore, any unspent Newport Journey to Work grant will continue to be rolled over at the end of each financial year and carried forward to provide a potential resource to offset any costs to extend (or end) the programme for Newport Delivery.

Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Unavailability of Match Funding	H	L	Identification with Joint Beneficiaries of current and potential match funding sources. Production of a legally binding relationship agreement indemnifying Newport City Council against all risk.	Work/ Skills & Performance Manager
Reduction in Match Funding value due to further austerity actions	H	M	Clean, eligible sources of Match Funding have been indicated in the I2A Business Plan to WEFO. The sources have been approved for use by WG and the authority. Scenarios have been provided dependent on	Community Regeneration Manager

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
			changes to match funding availability to mitigate the risk.	
Insufficient resources available to approve Business Plan applications	H	L	Working with service managers and partners to gain relevant support at the correct levels.	Work/ Skills & Performance Manager
Duplication with other ESF operations/WG Programmes	H	L	Communication with other proposed ESF operations and existing alternatively funded programmes to ensure delivery is not duplicated within the Region. Approval of Business Plans through the CCR Regional Proofing Panel	Work/ Skills & Performance Manager
Underachievement against operation targets	H	L	Targets have been set at realistic levels based on quantifiable need that already exists within Newport. Robust monitoring processes will highlight any early underachievement that can be addressed and resolved	Work/ Skills & Performance Manager
Non-compliance with WEFO requirements – risk of claw back	H	L	Robust management arrangements, regular reports to CM and a Relationship Agreement detailing the Joint Beneficiaries responsibilities	Work/ Skills & Performance Manager
Refusal or inability by Joint Beneficiaries to provide the required data or documentation as evidence	H	L	Relationship Agreement produced that clearly states requirements of Joint Beneficiaries	Work/ Skills & Performance Manager
Lack of communication regarding amendments to guidance provided by WEFO	H	L	Regular updates for the cabinet member, briefing on changes and updates made with in the project design, finances, and governance. Quarterly review meetings with WEFO Project Development Officer	Community Regeneration Manager

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Late submission of claim information by Joint Beneficiaries	H	L	Schedule of claim dates provided for full lifetime of operation and reminder each quarter of claim deadlines	Work/ Skills & Performance Manager

Links to Council Policies and Priorities

The Journey 2 Work operation provides interventions that address the well-being objectives adopted by Newport City Council from the Wellbeing of Future Generations Act and will seek to maximise the contribution to the achievement of the seven Well-being Goals for Wales by;

- Improving the skills, educational outcomes and employment opportunities (Objective 1)
- Promoting economic growth and regeneration whilst protecting the environment (Objective 2)
- Enabling people to be healthy, independent and resilient (Objective 3)
- Building cohesive and sustainable communities (Objective 4)

The Journey 2 Work operation will link to the above four Well-being Objectives through the below activity;

- Identify unemployed and economically inactive individuals with complex barriers to employment and skills
- Provide better brokerage and coordination of support
- Strengthen tracking and transitions of unemployed and economically inactive individuals through the system
- Ensure provision meets the needs of unemployed and economically inactive individuals aged 25 plus
- Provide greater accountability for better outcomes for unemployed and economically inactive individuals aged 25 plus

Options Available and Considered

Accept the additional ESF grant for the Journey 2 Work operation and extend delivery up until December 2022.

This option will provide Newport City Council with additional resources from the European Social Fund to identify and support economically inactive and long term unemployed individuals aged 25 and over.

To not accept the additional ESF Grant and continue to deliver as previously approved until January 2020.

Newport City Council will not access the available ESF Grant to increase resources and deliver interventions to economically inactive and long term unemployed individuals aged 25 and over.

Preferred Option and Why

The preferred option is to accept the additional ESF grant for the Journey 2 Work operation and extend delivery up until December 2022 as this will allow us to shape delivery of our services to meet Newport City Councils corporate objectives and align with the Wellbeing of Future Generations Act.

Journey 2 Work will also create further resources funded externally through ESF to support the Employment and Skills Strategy and reduce the number of economically inactive and long term unemployed individuals aged 25 and over. As the Lead Beneficiary, Newport City Council will receive approximately £0.3 million in ESF Grant funding for the Central Lead Team over the 5 year 2-month delivery period of the operation.

Comments of Chief Financial Officer

European Social Fund grant has been accessed to extend the current operation up until December 2022 which means match funding arrangements will need to continue. Joint Beneficiaries are responsible for providing the required match funding and will be responsible for monitoring their expenditure and ensuring the match funding is recorded appropriately and in line with WEFO guidance. Newport City Council as the Lead Beneficiary is responsible for monitoring and validation of the information supplied by the Joint Beneficiaries and there is a specific team in place to carry out this function.

If during the operation a Joint Beneficiary, including Newport City Council, has to withdraw their match funding and are unable to secure an alternative source they will be required to scale back their operation accordingly, re-profiling their financial expenditure and outcomes, this removes the risk of any adverse impact to the Council's revenue budget.

Comments of Monitoring Officer

The proposed action is in accordance with the Council's powers under the Local Government Act to enter into collaborative arrangements with other local authorities in relation to the joint discharge of functions. It is therefore open to the Council to continue to act as Lead Authority, subject to formal approval being received from WEFO.

The Legal Agreement which currently covers arrangements between the Lead and other Joint authorities will need to be amended to ensure that it is adequate to protect the parties and in particular to ensure that the Council is protected and is indemnified against all costs, expenses and other liabilities arising from this arrangement. It is noted that future match funding is not guaranteed and accordingly this is a matter which has to be carefully considered and addressed in the Agreement. Procedures and working arrangements need to be put in place and monitored to ensure that the Council as Lead Authority discharges its obligations under the Agreement and that all funding conditions specified in the Offer are complied with and that if any of the Joint beneficiaries breach any of the obligations the Council will be indemnified.

It is noted that the posts are fixed term rather than permanent ones because of the uncertainty of match funding and the limited life span of the project. However, depending upon the length of continuous employment of the personnel involved it is still possible for employment protection to accrue in relation to unfair dismissal and redundancy and therefore potential redundancy cost implications need to be considered.

Comments of Head of People and Business Change

As required, this report has fully considered the Well-being of Future Generations (Wales) Act 2015. This proposal supports many of the Well-being Goals and the Council Well-being Objectives. All aspects of the Act's sustainable development principle, "*looking to the long term*", "*involving people*", "*collaborating with others*", "*taking an integrated approach*" and "*prevention*" have been fully covered in the appropriate section of this report.

Finally, from an HR perspective, there are no staffing implications.

Comments of Cabinet Member

Cabinet Member has been briefed on this report.

Scrutiny Committees

N/A

Equalities Impact Assessment and the Equalities Act 2010

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The newly created single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users.

In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not.

The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

Children and Families (Wales) Measure

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

Wellbeing of Future Generations (Wales) Act 2015

The "Sustainable Development Principle" – 5 Ways of Working within the Wellbeing of Future Generations (Wales) Act 2015 have been considered through the Journey 2 Work operation. The below demonstrates how the operation has considered and addressed those 5 principles:

- **Long term:** The operation will aim to ensure that unemployed and economically inactive individuals aged 25 plus are identified and supported so that they can gain qualifications, work experience and enter into employment. This will reduce the likelihood of future or continuing poverty amongst unemployed and economically inactive individuals but will also ensure that short-term needs are met without compromising the ability of future generations to meet their own needs. Additionally the operation will aim to ensure long-term improvements in the individual's health, well-being and skill level as well as instilling a work ethic that will improve aspiration levels throughout their lifetime. Consideration will be given to the seven well-being goals within the Wellbeing Act when delivering activity.
- **Prevention:** The operation will identify those unemployed and economically inactive individuals who are facing complex barriers to gaining skills and employment. It will seek to improve health and well-being, rise aspiration levels, improve employability skill levels and qualifications, increase engagement with society and their local community and reduce the likelihood of individuals engaging in crime or anti-social behaviour.
- **Integration:** The operation will ensure that delivery will align and impact on the following wellbeing objectives 1) Support regeneration and economic growth 2) Drive up skill levels for economic and social well-being 3) Provide children and young people with the best possible start in life 4) Long and healthy lives for all 5) People feel part of their community and have a sense of belonging. The operation will also ensure that delivery will align and impact on the following wellbeing goals, 1) A prosperous Wales 2) A resilient Wales 3) A healthier Wales 4) A more equal Wales 5) A Wales of

cohesive communities 6) A Wales of vibrant culture and thriving Welsh language 7) A globally responsible Wales and other objectives and those of other public bodies. To sustain this and continue alignment, the delivery team are active members of strategy groups and forums such as the Right Skills Board. They will aim to deliver the Right Skills Intervention of the PSB Local Well-being Plan.

- **Collaboration:** The operation has completed extensive consultation as noted below to ensure it has considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives. Please see the above summary, which notes collaboration and consultation with our external Joint Beneficiaries partners and internal council departments.
- **Involvement:** The operation has considered the importance of involving unemployed and economically inactive individuals with an interest in achieving the wellbeing goals with continual consultation and evaluation planned, ensuring that those individuals reflect the diversity of the City we serve. We value the feedback of individuals participating in our programmes and have a robust mechanism for ensuring operations are, where possible, participant ed. Wider consultation and evaluation protocols are embedded within our organisation to drive change and improve services across the city. Please see consultation section below for further information on involvement of key stakeholders and organisations working with unemployed and economically inactive individuals.

Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

Consultation

The Journey 2 Work operation has been developed by partners across 10 local authorities and in consultation with the newly formed ESF sub group that was created through the Economic Regeneration theme of the Cardiff City Region Deal. The activity of the Journey to Work operation will be reported to the Cardiff Capital Regional Skills Partnership as well as the Employment and Skills board. The Learning, Skills and Innovation Partnership (LSkip) 2016 Regional Employment and Skills Plan notes the below with regard to skills support across the sectors:

- Soft Skills – collaboration; communication; leadership and management.
- 21st century apprenticeship frameworks.
- Higher-level apprenticeships and degree apprenticeships.
- Welsh Government, e.g. Code of Practice; Ethical Supply Chains.
- Developing local supply chains – industry cluster engagement.
- Upskilling managers' digital capability and leadership skills.
- Improving skills to move productivity levels from good to excellent.
- Management skills to improve skills utilisation
- Strategic, holistic approach to engage with hard to reach across the region.

The operation has been designed to work in conjunction with other programmes and Welsh Government back bone projects and will not duplicate but compliment and add value, filling gaps in provision where there is a specific need. This includes alignment with other ESF operations such as:

Communities 4 Work – The operation will predominantly work outside Communities for Work and Communities 4 Work Plus areas, focussing our activity on areas and participants that would not have the benefit of these programmes. Referrals will be gained from C4W for those individuals seeking support but living outside of a Communities for Work area.

SOVA Achieving Change through Employment (ACE) – The operation has engaged with SOVA to discuss their East Wales operation, and have identified potential opportunities for them to refer individuals not eligible for their operation onto Journey 2 Work.

Upskilling@Work – The operation has engaged with Coleg Gwent who is the Lead Beneficiary for this operation, to consider how it may provide additional support for participants exiting the Journey 2 Work operation. The Upskilling@Work operation aims to increase the skills level, including work relevant skills of those in the workforce with no or low skills.

Parents, Childcare and Employment (PaCE) – The operation has engaged with the PaCE project to ensure where childcare is highlighted as a main barrier to employment a referral will be made from Journey 2 Work for support.

Journey 2 Work has engaged in detailed discussion with partners, as below:

- Newport City Council has engaged specifically with Migration Officers to discuss concerns around engaging the Roma population in training and employment opportunities.
- Lead Officers have attended events held by the South East Wales Regional Learning Partnership (LSkIP), and the Lead Beneficiary sits on both P1 and P3 ESF Support Groups. Journey 2 Work has engaged in the P1 Support Group along with other operational partners across the South East Region to enable further collaboration. The Support Groups enable the operation to engage with other local, regional, and national operations (in development and delivery stages) that deliver in South East Wales to ensure complementarity, and to avoid duplication.
- The operation has considered Priority Axis 2 operations and the support for participants who are exiting the J2W Operation into employment but may require further training and qualifications to sustain employment.
- Local Authority partners have engaged with Communities for Work within their areas to discuss the Communities 4 Work operation that is specifically targeted to 25 plus year olds and how it can work in partnership with Journey 2 Work.
- The proposal has been designed to work in conjunction with other programmes and Welsh Government backbone projects and will not duplicate but compliment and add value, filling gaps in provision where there is a specific need.
- As part of delivery, Joint Beneficiaries will be engaging with Jobcentre Plus to investigate numbers of unemployed and economically inactive individuals within the South East Wales region and referral pathways.
- Lead Officers have attended the PSB workshop to discuss the Economic Well-being theme within the Well-being of Future Generations (Wales) Act 2015 and have engaged with stakeholders present to support the development of the PSB Local Well-being Plan.

The following partners have been consulted during the development of the Journey 2 Work operation, with their level of involvement noted in the below table:

Organisation	Involvement
Newport City Council	Lead beneficiary & Joint Beneficiary
City of Cardiff Council	Joint Beneficiary
Monmouthshire Housing Association	Joint Beneficiary
Vale of Glamorgan Council	Proposed delivery partner
Monmouthshire Council	Proposed delivery partner
Coleg Gwent	Interested in procured or referral opportunities
Cardiff and Vale College	Interested in procured or referral opportunities
Blaenau Gwent CBC	Member of SWYP group Lead Beneficiary: WWV Inspire Operations
DFES	Member of SWYP group
DWP	Member of SWYP group
Public Health Wales	Member of SWYP group
South East Wales Regional Engagement Team	Member of SWYP group
Cardiff City Region Proofing Board	Endorsement of proposals
Learning, Skills & Innovation Partnership	Endorsement of proposals
Careers Wales	Consulted on proposals

Communities for Work	Consulted on proposals
Families First	Consulted on proposals
Melin Homes	Consulted on proposals
Llamau	Consulted on proposals
Pobl	Consulted on proposals
Newport City Homes	Consulted on proposals

In addition, the following engagement and consultation activity has contributed to the development of the operation:

Local Authority partners

- Regular scheduled meetings and communication with key individuals
- Participation at regional monthly meetings of the East Wales ESF working group
- Discussion at regional project management/ development meetings
- Vale of Glamorgan CYP Programme Board
- Monmouthshire Business Employment Skills and Training (BEST) Partnership
- Newport City Council Work Based Learning Academy Coordinator to ensure provision of work opportunities
- Newport City Council Policy, Partnership and Involvement, link to Economic Well-being through the Well-being of Future Generations (Wales) Act 2015 in addition to the PSB Local Well-being Plan and the Corporate Plan

Non-LA partners

- The Public Services Boards for all three local authority areas
- Coleg Gwent
- Cardiff and Vale College

Background Papers

Please see below as appendices the following documents:

- Journey 2 Work approved Business Plan – February 17
- Journey 2 Work Equality Impact Assessment
- Journey 2 Work approved Business Plan re-evaluation – August 18



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81172 Business Plan Re-evaluation v



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