Nottinghamshire County Council

Report to Economic Development Committee

6 September 2016

Agenda Item: 9

REPORT OF THE CORPORATE DIRECTOR PLACE

EUROPEAN STRUCTURAL INVESTMENT FUND (ESIF) CAREERS LOCAL UPDATE

Purpose of the Report

1. Subject to a successful outcome of the County Council's submission for Careers Local, the purpose of this report is to request Committee approval to:

   a) establish one new full-time equivalent administrative post to enable the County Council to undertake the role of Managing Agent. The costs will be met from within the Careers Local project budget.

Background

2. At July 2016 Committee was provided a comprehensive overview on the range of ESIF projects, including the County Council's role in each of these. Approval was given for the County Council to lead a bid for Careers Local on behalf of the upper tier authorities in D2N2.

3. Careers Local is scheduled to commence in October 2016 until March 2018, therefore the project will not be subject to Article 50 following the decision to leave the EU.

4. The focus of Careers Local will be to support young people aged 15 – 19 who are at risk of being Not in Employment Education or Training (NEET), the provision makes some reference to also supporting NEET young people. The provision is intended to build upon and enhance the existing Careers Information Education and Guidance (CIEG) including the Careers and Enterprise Company (CEC) and help to embed the principles of the D2N2 Employability Framework within schools and colleges.

5. Careers Local will provide grants to schools and colleges to enable them to buy-in expertise to deliver employability and enterprise skills to young people at risk of becoming NEET. This activity fits with the Council's priorities in reducing youth unemployment.

6. The Careers Local budget is confirmed as £1,731,676. Within this total figure, there is a maximum amount of £157,425 available for the role of Managing Agent. The Managing Agent costs are recouped as a percentage of grants that are paid out and will be claimed retrospectively. The costs of the Managing Agent

will include staffing, travel and marketing and will need to be managed within the maximum budget of £157,425.

7. In order to undertake the role of Managing Agent, one full-time administrator (on a fixed-term basis for the duration of the project) will be required. This post is additional to the current staffing level. A detailed job description will need to be devised and reviewed for job grading purposes but it is envisaged that this role would not exceed Grade 4.

8. It is envisaged that part-time project management expertise could be diverted from within the existing Band C Economic Development Officer team and that the costs for this proportion of distinct activity, would be recovered from the Careers Local budget. It isn't known at this time exactly how much Band C capacity would be required but it is estimated at approximately 25% once the project is established and probably 50% during the first three months of the project.

Reason for Recommendation

9. If the County Council is successful with the Careers Local submission, additional staffing capacity will be required in order to undertake the Managing Agent function.

Statutory and Policy Implications

10. This report has been compiled after consideration of implications in respect of crime and disorder, finance, human resources, human rights, the public sector equality duty, safeguarding of children and vulnerable adults, service users, sustainability and the environment and ways of working and where such implications are material they are described within the body of the report.

Finance implications

11. The management and administration costs incurred by the County Council will be met from within the Careers Local budget. These costs will be claimed retrospectively and are linked to the value of grants issued by the Managing Authority.

RECOMMENDATIONS

12. It is recommended that Committee:

   a) Subject to the successful outcome of the County Council's submission for Careers Local, approves the establishment of one new full-time equivalent administrative post to enable the County Council to undertake the role of Managing Agent. The costs will be met from within the Careers Local project budget.

Tim Gregory
Corporate Director Place

For any enquiries about this report please contact:
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HR Comments (FW 12/08/2016)
The post will need to be formally evaluated under the job evaluation process and the fixed term post will be recruited to using the County Council's vacancy control protocol.

Trade Union Comments
Unison do not have any objections to the new post (TC 24/08/2016)
Comments awaited from GMB

Constitutional Comments [SLB 08/08/2016]
Economic Development Committee is the appropriate body to consider the content of this report, subject to the Council's Employment Procedure Rules which state that all reports regarding changes to staffing structures must include HR advice and that the recognised trade unions will be consulted.

Financial Comments (SES 19/08/16)
The financial implications are set out in the report.

Background Papers
- *Additional proposal for Economic Development budget 2015-16*, report to Economic Development Committee, 7th July 2015, published
- *European Structural Investment Fund: ERDF ICT Funding Call*, report to Economic Development Committee, 8th September 2015, approved
- *European Structural and Investment Fund (ESIF) support for technical assistance bid*, report to Economic Development Committee, 3rd November 2015, approved
- *European Structural and Investment Fund (ESIF) Technical Assistance*, report to Economic Development Committee, 1st December 2015, published
- *ESIF Programme: D2N2 Digital Business Growth Programme,* report to Economic Development Committee, 19th January 2016, published
- *Economic Development Strategy – Delivery Plan and Budget 2016-17*, report to Economic Development Committee, 22nd March 2016, published
- *European Structural Investment Fund (ESIF) Update* – report to Economic Development Committee, July 5th 2016, approved

Electoral Division(s) and Member(s) Affected
All