



DECISION OF DIRECTOR OF DEVELOPMENT AND ENVIRONMENT,

DECISION No. 16/17 DE 186

SUBJECT:

Provision of Employment Support Services

DETAILS

Westonworks was established in 2009 as part of the South Ward Neighbourhood Management programme to support local people into work, learning and volunteering. It is a partnership between North Somerset Council (NSC) and Alliance Homes (AH), whereby NSC have previously provided funding for the Westonworks Manager role, and AH have provided office space and associated costs, including rent, rates, and reception service.

This year the NSC SLA will support the project through the provision of general employment support through a community based one stop employment and training service (Westonworks) based at the Information Station, St Andrew's Parade, Weston-super-Mare.

The NSC funded element will in particular focus on

- Support the development of an employability programme for Dolphin Square Phase 3 end users. Working with training provider(s), DWP, businesses and NSC to meet target of at least 400 people to be job ready when the development opens in 2017.
- Liaise with Hinkley/EDF job brokerage teams to ensure job opportunities advertised and promoted locally.
- Support local business engagement on Oldmixon Crescent and Lynx Crescent to identify job and work experience opportunities, working with Team North Somerset and Business in the Community. (proximity to South Ward/ Bournville).
- Work with Council's Economic Development Service to raise awareness of Westonworks services for Dolphin Sq and Jct21 businesses and developers.

DECISION:

1. That exception to Contract Standing Orders 3.1.8 applies.
2. That for the period 1 April 2016 to 31 March 2017 the contract value to be £15,600 plus VAT.
3. That the attached Service Level Agreement with Alliance Homes is approved.

Reasons:

1. Westonworks has supported more than 500 local residents into work since being established, and supported more than 10,000 residents with employment advice and guidance, volunteering opportunities and digital learning.
2. Westonworks was established in 2009 as part of the South Ward Neighbourhood Management programme and has been supporting local people into work, learning and volunteering since then, in an area with the highest level of out of work adults in North Somerset and in one of the most deprived areas in the country.
3. This is a contribution to a partnership project managed by Alliance Homes, this provides a neutral centre for agencies including North Somerset Council to work from increasing potential to engage with hard to reach communities.
4. Due to the nature of the partnership working there is no other effective provider of this service in that locality.

Other Alternatives Considered:

None considered as this is a contribution to a partnership project, managed by another organisation.

Financial Implications:

This service is funded through Section 106 monies.

Implications for Future Years:

There is no guarantee of funding for future years. Funding will be dependent on future Section 106 monies being secured from development.

Risk Assessment:

Westonworks was established as part of the South Ward Neighbourhood Management programme in 2009, and has successfully delivered employment support since then.

Monitoring requirements have been identified and agreed and this SLA is for the current year only.

Signed..........Director of Development and Environment

Dated..........

DATED:

SERVICE LEVEL AGREEMENT

between

NORTH SOMERSET COUNCIL

and

ALLIANCE HOMES

THIS AGREEMENT is dated:

PARTIES

The parties to this service level agreement (Agreement) are:

- (1) North Somerset Council of Town Hall, Weston-super-Mare BS23 1UJ
(North Somerset)
- (2) Alliance Homes Group, 40 Martingale Way, Portishead, BS20 7AW
(Alliance Homes)

together "the Parties" and each a "Party"

1. GENERAL OBLIGATIONS AND PAYMENT

- 1.1 Each Party shall at all times act in good faith towards the other Party in interpretation and the delivery of this agreement
- 1.2 Alliance Homes will provide to North Somerset the services as set out in the Appendix.
- 1.3 North Somerset shall pay Alliance Homes for the Services delivered in accordance with the terms of this Agreement.
- 1.4 The prices for the Services are set out at in the Appendix.
- 1.5 North Somerset shall pay all or any undisputed sums within 28 days of the receipt of the invoice from Alliance Homes.

2. DISPUTES

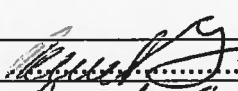
- 2.1 Where a dispute arises between the Parties out of or in connection with this Agreement the Parties shall first attempt to settle it by negotiation between the contract managers.
- 2.2 Where the contract managers fail to resolve the Dispute within 5 days of the Dispute arising, the contract managers shall escalate the Dispute to a senior person within their respective organisations.

3. TERM

3.1 This Agreement shall commence on 1 April 2016 and shall expire on, 31 March 2017.

4. RIGHTS OF THIRD PARTIES

4.1 This agreement shall not create any rights that shall be enforceable by anyone other than the parties to this agreement.

Signed for and on behalf of North Somerset Council	
Signature:	
Name:	David Carter
Position:	Director of PAF
Date:	15/9/16
Signed for and on behalf of Alliance Homes	
Signature:
Name:
Position:
Date:

Appendix

Services to be provided

Introduction

This agreement covers the NSC contribution to the provision of employment support work through the Westonworks employment and training service based at the Information Station, St Andrews Parade, Weston-super-Mare.

The Service

Deliver the activity identified in this agreement, but principally to support North Somerset residents into employment, with a particular focus on Central and South Weston wards of Weston-super-Mare.

A role that will

- co-ordinate a range of employment support and advice that will be available through Westonworks, based at the Information Station, St Andrews Parade, Weston-super-Mare.
- liaise with North Somerset through the Economic Development Service
- attend both Alliance Homes and NSC team meetings.

Full access to desk facilities will be provided at Westonworks, and North Somerset and Alliance Homes will provide equipment to enable full mobile working. ICT Support will be provided by North Somerset's contractor Agilisys.

Westonworks and Support Activity

- Ensuring people have access to quality information and advice on learning, work and volunteering
- Develop outreach opportunities in deprived wards enabling a range of support organisations to work out of Westonworks to increase access to support
- Providing a location for information and advice outreach
- Liaise with training providers and organisations providing information and advice to residents
- Liaise with other organisations, e.g. Team North Somerset, to support related employment projects.
- Brokering and providing access to training for people to access new economic development jobs
- Raising learning and work aspirations within disadvantaged North Somerset communities
- Ensuring that existing communities in disadvantaged neighbourhoods are able to compete for and benefit from new economic developments (e.g. Junction 21 and Hinkley Point C)

- Marketing the service to potential client groups, employers, partner agencies, stakeholders and funders.
- Building positive relationships with developers and businesses, including Junction 21 and Hinkley Point C contractors, to promote a positive image of local people to employers
- Work with partner agencies and key employers to develop work experience and work trials
- Monitoring progress against agreed Key Performance Indicators

Specifics to NSC

- Support the development of an employability programme for Dolphin Square Phase 3 end users. Working with training provider(s), DWP, businesses and NSC to meet target of at least 400 people to be job ready when the development opens in 2017.
- Liaise with Hinkley/EDF job brokerage teams to ensure job opportunities advertised and promoted locally.
- Support local business engagement on Oldmixon Crescent and Lynx Crescent to identify job and work experience opportunities, working with Team North Somerset and Business in the Community (proximity to South Ward/ Bournville).
- Work with Economic Development to raise awareness of Westonworks services for Dolphin Sq and Jct21 businesses and developers.

Health & Safety

The Westonworks Manager and volunteers are required to comply with all aspects of health and safety legislation in conjunction with North Somerset Council and Alliance Homes health and safety policies and procedures, along with health & safety policies of relevant organisations during outreach work.

Targets and Monitoring

Targets will be agreed jointly between North Somerset and Alliance Homes at the beginning of the year with monitoring taking place 6 monthly (September, March) to review progress against the agreed targets and to identify any issues arising in respect to the service being provided. Minutes of these meetings will be recorded.

Quarterly monitoring will be provided to feed into the council's monthly economic monitoring paper and corporate performance monitoring.

The targets for 2016/17 are:

- 100 adults provided with support and advice to help them into work – in line with North Somerset's KCPI.

- Statistics provided on registered clients to include: gender, age, disability, ethnicity, in accordance with the North Somerset's equal opportunities policy. Additional monitoring information will include: benefit & employment status, length of time unemployed, qualification level, referring organisation, ward of residence, and Alliance Homes tenancy status.

Funding

North Somerset will provide £15,600 plus VAT to Alliance Homes towards the provision of this service.

A single payment for the full amount to be made after 1 September 2016.

In the event of the termination of this agreement or the Westonworks employment support project coming to an end and so unable to deliver against the targets, Alliance Homes will refund to North Somerset any outstanding amounts on a straight pro-rata basis.