

Ways to Work Programme Overview

- Liverpool City Region Combined Authority joint project with a total value of over £40 million
- Operating until Dec 2018
- Organisations:

Halton, Knowsley, Sefton, St Helens & Wirral Metropolitan Borough Councils, Liverpool City Council and Merseytravel

The aim of the project is to provide Halton residents with the means **to realise long term economic sustainability** through provision of: **Guidance, Support, & Opportunity.**

Ways to Work will:

- Combat economic inactivity in Halton
- Provide tailored assistance to residents and offer bespoke interventions where necessary
- Give intensive support for those furthest away from the labour market
- Work in partnership with JCP and DWP providers to ensure we are delivering additionality
- Work with employers to identify skill gaps and prepare people for viable employment opportunities
- Provide a 'wraparound' service including in-work support for those participants entering employment, self-employment and apprenticeships

Programme divided into 2 age groups:

Young People – aged 16-29

Adults – aged 30 – 99

All individuals undergo an initial assessment to determine their eligibility and what support best suits their needs.

Eligibility Criteria

- Legally resident in the UK Live in Halton
- Able to take paid employment in a European Union member state
- Unemployed or not in full time education, also includes people at risk of redundancy

How does it work?

- Individuals must **register**. This can be through **self or public sector referral** pathways
- A **Needs led assessment** completed after eligibility is confirmed and determines which of the support mechanisms best suit the participant
- An **Action plan** maps out the development path
- Progression to the **Preparing for work** stage occurs when applicable
- **Transition to work** follows as the participant moves closer to employment
- Finally the participant is eligible for **In work retention and progression** support

Customers have access to a wide range of provision including:

- **Information, Advice and Guidance** – underpins the entire process
- **Skills for Life Assessment** – informs the creation of the action plan

- **Employability Workshops** – to improve access to employment
- **Peer Coaching and Mentoring** – specific support for 16-18 year olds
- **Intermediate Labour Markets Placements (ILM)** – grant supported work placements of 6 or 12 months for 16-29 yr olds

Peer Coaching and Mentoring

Aims to engage with young people in Halton aged 16 to 18, who are not yet ready to participate fully with Ways to Work. It will facilitate the development of self-agency, aspiration and the progression into sustained education, training or employment.

The service is tailored and includes elements such as:

- 1:1 sessions with coachesPeer
- Coaching Cohorts that encourage young people to clarify their goals and address self-limiting beliefs and behaviours.
- Cohorts take place monthly and run for 3 days per week over 3 weeks. These can be repeated by young people and enhanced with 1:1 support to enable the participants to practice their skills and build confidence by supporting new participants / their peers.

Peer Coaching Process

- Following a referral a visit takes place in the community or in the home where the young person's level of need and support is determined
- Progression can move young people through on to the main Ways to Work support mechanisms or into education, training or employment
- For 16 and 17 year olds the priority is to continue their education which will including training or an apprenticeship, expanding to employment for 18 year olds.

This element of Ways to Work will improve participants **self awareness, communication & confidence** amongst others.

Intermediate Labour Market Placements (ILMs)

- Funded employment opportunities of 6 or 12 months
- Funding covers NMW (age related) and related staff costs (NI etc.) incurred by the employer
- Costs are claimed in arrears by employer after evidence of expenditure provided
- Ideally the employer should demonstrate a commitment to offer employment after the grant period has finished
- Minimum of 35 hours per week (a limited number of part time placements available)
- Participant is registered as employed by the host organisation
- Employer can have more than one ILM at a time
- The ILM position must not displace any existing role(s)

Eligibility of Employer

- SME (max 250 full time staff)
- Annual turnover not exceeding €50m or an annual balance sheet total not exceeding €43m

- Has received less than €200,000 in State Aid (under De Minimis Regulations) over a rolling 3 year period
- Employers must be able to demonstrate business growth and/or community benefit
- Also eligible are non-profit generating Public Sector services
- Employer must register with Ways to Work prior to any ILM commencement
- Preferably employers based in Halton but other city regions also eligible

Participant Eligibility

- Must be registered on Ways to Work
- 16-29 years old
- Halton resident
- There are **priority customer groups** but these do not exclude any other group: Long term unemployed (6+ months), Participants with Disabilities, Participants from Ethnic Minorities, Care Leavers, Single parents with dependent children.
- Candidate goes through a job matching process to ensure suitability

ILM Organisation Contractual Process

Stage 1

- Expression of Interest submitted
- Eligibility check
- Information Pack and Stage 2 application forwarded

Stage 2

- Explores the ILM in more detail and confirms job description(s) and support requirements
- Introduction to the Grant Stage payments documentation
- Meeting with HEP Manager

Stage 3

- Contract offer will be made
- Interview(s) arranged
- An agreement will be drawn up once the participant has been identified and start date agreed

Employers must consider

- Provision of a supportive working environment
- Appropriate job role and likelihood of employment after ILM concludes
- Resources to administer the claims and provide required evidence
- How the ILM will improve long term employment prospects of the participant
- Provide feedback to the Ways to Work Programme staff on customers unsuccessful at interview (to support their future development)
- Timeframe of 3 – 4 weeks from Expression of Interest to signed contract.

Contact Details

To book an appointment for registration: Halton People into Jobs 0151 511 7555

w2wreferrals@halton.gov.uk

Staff

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