

MAYOR AND CABINET			
Report Title	Agreement to enter into a contract to deliver a Training and Work Experience Programme in Good Hope Cafes with For Jimmy		
Key Decision	Yes	Item No.	
Ward	All		
Contributors	Executive Director for Resources and Regeneration		
Class	Open	Date:	13 September 2017

1. Purpose

To waive the Council's Contract Procedure Rules and to award a contract to For Jimmy Foundation to provide work experience and training to support young adults (aged 18 to 30 years), who experience mild to moderate long-term health conditions/learning disabilities (principally ASD), to move toward and into work.

2. Recommendation

It is recommended that the Mayor and Cabinet agrees to waive the Council's Contract Procedure Rules and award a contract to For Jimmy Foundation to deliver a Workplace Training Programme in Good Hope Cafes for young adults with mild to moderate long term health conditions.

3. Policy context and background

3.1 *Shaping our future*, Lewisham's Sustainable Community Strategy, sets out six priority outcomes that the Council and its strategic partners are working to achieve. The recommendation above contributes to all the *Shaping our future* priorities but in particular to:

- Ambitious and achieving;
- Empowered and responsible;
- Dynamic and prosperous.

3.2 This proposed pilot supports all the six aims of the Work and Skills Strategy 2016-18 which are to:-

- Develop strong partnerships across all sectors
- Improving local skills training to equip adults for work opportunities and self employment
- Deliver employment support for those with the most complex needs
- Encourage residents in employment to progress
- Maximise social value opportunities with employers and enterprise and
- Develop improved labour market intelligence

3.3 This pilot supports the 14-24 NEET Reduction Strategy and contributes towards its aims:

- to reduce the number of Lewisham young people up to the age of 19, and of 20-24 year olds with learning difficulties, who are not in Education, Employment or Training, including preventing young people becoming NEET;
- to contribute to the reduction of the high unemployment levels of 19-24 year olds.

3.4 This proposal also relates the Council's corporate priorities, as set out in the Council's Corporate Strategy. In particular, it relates to:

- Inspiring efficiency, effectiveness and equity

- Ensuring efficiency and equity in the delivery of excellent services to meet the needs of the community.

3.5 This proposal supports the key theme of reducing inequality – narrowing the gap in outcomes for citizens.

4. Background and Reasons for Single Tender Action

4.1 For Jimmy have a unique opportunity for Lewisham residents that the Council wishes to commission. The numbers of young adults with health conditions who are out of work are disproportionately higher than other groups. However the Council and partners are working to ensure that all the boroughs residents have the opportunity to gain skills and experience for work and this new pilot programme is going to give the Council the opportunity to implement a small scale project that can take the learning to other future projects.

4.2 The For Jimmy Foundation are uniquely placed as they have the ability to combine training and work experience through their chain of Cafes with this client group. Once trained the For Jimmy Foundation have links to other employers through their network to gain employment for the client group and they have jobs in their cafes. The Charity has experience of providing pre-employment support for young people and this new project benefits from their previous learning.

4.3 The proposal is to work with 24 young adults. Each young adult will have the opportunity to:

- Undertake certified barista training
- Gain a level 2 food hygiene certificate
- Be coached in CV writing and interview skills and techniques.
- Be coached and mentored in social skills and interaction to learn how best to interact with colleagues and serve the public.
- Learn how a coffee shop runs effectively and what their role within it can be

Outcome:

Through mentoring and training each young adult should leave the programme ready to work in a mainstream café/coffee shop. They will leave the programme with transferable skills, including:

- Experience of customer focused service
- Specific barista training
- A food hygiene certificate
- Improved work related organisational skills
- Improved work related English and maths skills
- We would hope at least 20% of the cohort who work with us will find permanent employment as a direct result of the workplace training programme.

4.4 The main attraction for the Council is the uniqueness of the offer, specifically that For Jimmy have guaranteed one young adult will be placed in each of their 3 cafes for 4 week period. Over the course of a year For Jimmy aim to work with 24 young adults. Each young adult will be assessed to establish their individual needs to ensure they receive support tailored to those needs, for example using Easy Read for young adults who struggle with reading to ensure they are able to follow basic recipes. The assessment will also provide a baseline from which progress over the period of training will be assessed. For Jimmy will provide a brief report for each young adult which will outline the techniques and approach found to be the most effective to ensure the individual performed to the best of their ability.

4.5 Each young adult will complete a workplace assessment folder as they progress through the programme to enable them to evidence to future employers what they have achieved and learnt. This will include social outcomes e.g. ability to interact effectively with the

general public or ability to interact well with colleagues. Progress will be measured from the baseline assessment to what has been achieved by the end of the programme. For Jimmy will provide a reference for each young adult on request.

4.6 For Jimmy will provide ongoing support to those individuals who show an aptitude for, and real interest in, café work. They will strive to maintain contact with as many trainees as possible to provide continuity of support.

4.4 There are a number of Council services that are supporting residents from this client group who will participate in this pilot. They include:-

- Adult Social Care
- Adult Learning Lewisham
- Access, inclusion and participation service in CYP
- Economy and Partnerships Service

5. Financial implications

5.1 The maximum value of this contract is £30,700 for a cohort of 24 Lewisham residents.

5.2 Jobcentre Plus has agreed to fund this pilot by 50% which is equal to £15,350 through the Community Budget funding pot as this pilot meets one of their strategic objectives.

5.3 The maximum financial implication for the Council is £15,350. This cost will be met from existing budgets. However, it should be noted that the Council is currently forecasting a significant overspend of over £12m against the 2017/18 General Fund revenue budget.

6. Legal implications

6.1 The contract is a Category C contract for the purposes of the Council's Contract Procedure Rules.

6.2 The estimated value of the contract is below the level for works, supplies or services required for advertising through the OJEU therefore the EU Regulations do not apply.

6.3 Under paragraph 18.3 of the Contract Procedure Rules the Council shall not negotiate with a single tenderer unless there are exceptional circumstances which must be approved. The circumstances for negotiating with the single provider are set out in section 4. It is for the Mayor and Cabinet to be satisfied after considering this report whether a waiver under one of the exceptions set out in paragraph 18.3 of the CPR is justified.

6.4 Award of this contract can be approved by Mayor and Cabinet.

6.5 The award of this contract is a Key Decision as it has an impact in more than one ward and therefore needs to be included in the Key Decision plan.

6.6 The Equality Act 2010 (the Act) introduced a new public sector equality duty (the equality duty or the duty). It covers the following nine protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

6.7 In summary, the Council must, in the exercise of its functions, have due regard to the need to:

- eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- advance equality of opportunity between people who share a protected characteristic and those who do not.
- foster good relations between people who share a protected characteristic and those who do not.

- 6.8 The duty continues to be a 'have regard duty' and the weight to be attached to it is a matter for the Mayor, bearing in mind the issues of relevance and proportionality. It is not an absolute requirement to eliminate unlawful discrimination, advance equality of opportunity or foster good relations.
- 6.9 The Equality and Human Rights Commission has recently issued Technical Guidance on the Public Sector Equality Duty and statutory guidance entitled "Equality Act 2010 Services, Public Functions & Associations Statutory Code of Practice".
- The Council must have regard to the statutory code in so far as it relates to the duty and attention is drawn to Chapter 11 which deals particularly with the equality duty.
 - The Technical Guidance also covers what public authorities should do to meet the duty. This includes steps that are legally required, as well as recommended actions.
 - The guidance does not have statutory force but nonetheless regard should be had to it, as failure to do so without compelling reason would be of evidential value.
 - The statutory code and the technical guidance can be found at: <http://www.equalityhumanrights.com/legal-and-policy/equality-act/equality-act-codes-of-practice-and-technical-guidance/>
- 6.10 The Equality and Human Rights Commission (EHRC) has previously issued five guides for public authorities in England giving advice on the equality duty:
- i. The essential guide to the public sector equality duty
 - ii. Meeting the equality duty in policy and decision-making
 - iii. Engagement and the equality duty
 - iv. Equality objectives and the equality duty
 - v. Equality information and the equality duty
- 6.11 The essential guide provides an overview of the equality duty requirements including the general equality duty, the specific duties and who they apply to. It covers what public authorities should do to meet the duty including steps that are legally required, as well as recommended actions. The other four documents provide more detailed guidance on key areas and advice on good practice. Further information and resources are available at: <http://www.equalityhumanrights.com/advice-and-guidance/public-sector-equality-duty/guidance-on-the-equality-duty/>
- 6.12 The Council remains under a duty under Section 3 Local Government Act 1999 to secure continuous improvement in the way its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. It must have regard to this duty in making decisions in respect of this report.

7. Crime and disorder implications

- 7.1 There are no specific crime and disorder implications arising from this report.

8. Equalities implications

- 8.1 This pilot will meet Lewisham Equalities Policies as there will be a particular focus on employing women, single parents, over 50's and people with low level health conditions.

9. Environmental implications

- 9.1 There are no specific environmental implications arising from this report.

10. Conclusion

10.1 It is recommended that the Council proceed to work with For Jimmy to provide work experience and training to support young adults into work.

11. Background documents and originator

11.1 If you have any queries on this report, please contact Fenella Beckman, Economy and Partnerships Group Services Manager, Mayor and Cabinet Office, 2nd floor, Civic Suite, 1 Catford Road, Catford SE6 4RU –telephone 020 8314 8632.