

## **Report to Cabinet**

# **GMCA In Work Progression**

**Portfolio Holder:** Councillor Fida Hussain, Cabinet member for Business Enterprise and Employment.

**Officer Contact:** Matthew Bulmer, Director of Education, Skills and Early Years

**Report Author:** Jonathan Phillips, HoS Get Oldham Working  
**Ext. 5194**

24<sup>th</sup> March 2025

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### **Reason for Decision**

To accept the £400,000 grant from GMCA for Get Oldham Working on behalf of Oldham Council to deliver the In Work Progression project over the next two years starting January 2025.

### **Executive Summary**

GMCA have secured and offered each Local Authority funding for In Work Progression activity. Oldham Council have developed a proposal for Get Oldham Working to support approx. 150 residents per year for next two calendar years, starting in January 2025 to support residents in work to progress, obtain better earning potential, find more hours or change jobs due to individual circumstances.

**GMCA In Work Progression****1 Background**

- 1.1 GMCA are committed to delivering a Greater Manchester In Work Progression Service, building upon a successful pilot model in the Tameside borough, Tameside in Work ,which was funded by DWP between January 2022 - January 2024 as part of their activity to build evidence around supporting in-work clients.
- 1.2 The GM-wide service builds upon existing commitments across Greater Manchester. In October 2023 the 10 GM Local Authorities, DWP and GMCA submitted a bid for funding for the service to HMT Labour Market Evaluation Funding but was ultimately not successful. Since then, GMCA have agreed to fund the service directly from reserves including match funding from UKSPF to enable the momentum to continue and scale up the positive outcomes for residents, whilst building our knowledge in this area.
- 1.3 The GM In Work Progression Service will support residents of Greater Manchester, who are in work and within a low-income household to progress into more skilled and/or better paid work or increase their hours of work. It will aim to tackle rising levels of in-work poverty in Greater Manchester and this ambition links with those outlined in The Greater Manchester Strategy to make the city region greener, fairer, more prosperous, and driven by opportunities available in all localities across the conurbation.
- 1.4 The programme will help people to overcome practical and skills barriers, increase their confidence to help them meet their potential, and provide specialist information on how they can develop skills for different employment sectors and job opportunities.

**2 Current Position**

- 2.1 As part of the Get Oldham Working programme, we submitted a proposal to GMCA and have approval to deliver the In Work Progression project in Oldham for next two years, starting January 2025.
- 2.2 The proposal builds on our experience of delivering our previous CAS (Career Advancement Service), which supported Oldham residents in work between 2017 to 2022. The previous project, CAS, was joint funded by Oldham Council, however due to budget constraints, CAS lapsed in 2022. This funding is welcome support to relaunch the Career Advancement in Oldham via an In Work Progression project, as well as build on the success of Tameside's similar model and opportunity to join in shared learning across GM.
- 2.3 We expect to focus on breaking down barriers for two key cohorts:
  - 2.3.1 Residents on part-time / zero-hour contracts- to establish a more sustainable contract with increased hours. Predicted barriers will be finances for travel, DBS, mindset, navigating the impacts on benefits.
  - 2.3.2 Residents to upskill in industries of growth that can pay £30k or more. Finances for flexible training, travel, support information/documentation, mindset, challenge, motivation, career information advice and guidance, access to skills provision while working around existing work commitments
- 2.4 As a minimum we expect to support 150 participants per year.

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- 2.5 The £400,000 will be split across two years and finance, staffing, premises, equipment, IT, and participant expenses, such as training, DBS, travel and other related barriers to job progression.
- 2.7 The only other provision of a similar nature is the Pioneer programme and Working Well Vanguard project. This provision is largely focused on supporting health barriers within the NHS services; We don't envisage any duplication; however, we will ensure we stay connected to avoid any duplication in activity / targets groups, as well as cross referrals.
- 2.8 GMCA will collect data from the 10 GM local authorities via GMIT for the purpose of programme monitoring. This would exclusively be used for evaluation purposes and would not be shared apart from with an evaluation partner which may act as a data processor on behalf of GMCA. GMCA will work with Local Authority information governance teams to draft a Data Sharing Agreement for each Local Authority to sign which will outline the data items to be gathered through this programme and the purpose for this.
- 2.9 We are also in the process of a CRM database build, called YETI with Cognisoft IT for another contract, Vanguard Work Well. We plan to utilise the same CRM system for this project and utilise the finances from this contract to pay for the additional elements.
- 3 **Options/Alternatives**
- 3.1 **Option One: accept the grant** and deliver project.
- 3.3 **Option Two: don't accept the grant** and don't deliver the project.
- 4 **Preferred Option**
- 4.1 Option one- to accept grant and delivery project.
- 5 **Consultation**
- 5.1 n/a
- 6 **Financial Implications**
- 6.1 This report is seeking approval to:
- Accept a £400,000 grant from GMCA for Get Oldham Working on behalf of Oldham Council
  - Apply the funding to deliver the In Work Progression project over the next two calendar years starting January 2025.

The funding will be used to fund a range of costs as shown in the table below:

	Year 1 (Jan – Dec 25)	Year 2 (Jan – Dec 26)
<b>Staff Costs incl oncosts for 2 year fixed term unless stated:</b>		
Grade 6 Team Leader/Advisor	45,940	48,650
Grade 4 Officer	37,680	39,490
Grade 4 Officer from June 25	22,240	39,490
Higher Apprentice (Grade 2)	32,050	33,550
Management input (existing staff)	3,500	3,500
	<b>142,410</b>	<b>164,680</b>
<b>Participant Costs:</b>		
Travel, DBS etc	8,000	8,000
Training & related expenditure	20,000	31,260
	<b>28,000</b>	<b>39,260</b>
<b>Other Costs:</b>		
Premises/Room Hire	7,000	7,000
Outcome Star	5,000	5,000
Marketing	1,150	500
	<b>13,150</b>	<b>12,500</b>
<b>Total</b>	<b>183,560</b>	<b>216,440</b>

- 6.2 Close monthly monitoring will be undertaken throughout the 2 year delivery period to ensure that the costs do not exceed the £400K Grant allowance as there is no alternative funding available to the Get Oldham Working Service.

Catherine Dunkerley - Accountant

## 7 Legal Implications

A review of the Grant Agreement with GMC has not identified any immediate concerns regarding its structure or enforceability. The terms align with the Council's objectives and statutory obligations, provided the project team ensures full compliance with the objectives, terms, conditions, and milestones outlined in the Grant Agreement. This includes the appropriate use of funds exclusively for the specified project, adhering to eligible costs as stated, maintaining comprehensive records, and fulfilling all monitoring and reporting requirements.

Although grant arrangements are not subject to the Contract Procedure Rules, procurement of goods, works, and services using the grant must align with the Council's Contract Procedure Rules, Procurement Regulations, and Financial Procedure Rules.

The grant may constitute a subsidy under the Subsidy Control Act 2022. Consequently, a subsidy control analysis of the grant funding and its intended use should be carried out. This analysis can be carried out in consultation with Legal Services, ensuring all relevant assessments are completed, documented, and compliant with applicable regulations and legislation. This process must satisfy the Section 151 Officer and adhere to the Council's Financial Procedure Rules.

The Council must also meet its transparency obligations, including those related to the Freedom of Information Act 2000.

Additionally, the Council must ensure compliance with the Data Protection Act 2018 and UK GDPR when processing data related to the project. A data-sharing agreement, as required under the Grant Agreement, must be formalized to meet data protection obligations.

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Pamela Nsofor ( Solicitor)

8      **Equality Impact, including implications for Children and Young People**

8.1      Yes

9      **Key Decision**

9.1      Yes

10      **Key Decision Reference**

10.1      ESR-13-25

11      **Background Papers**

11.1      N/A

12      **Appendices**

12.1      Appendix 1 – Equality Impact Assessment