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Kickstart Employment Programme FAQs

Nicky Williams – Head of Skills

AGENDA

- Housekeeping
- Introductions
- Overview of Kickstart Programme
- Business West support
- Partners support
- FAQs from Audience
- FAQs from Chat box
- Next Steps

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As an employer you are offering an opportunity for a young person to unlock their potential.

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Our young people are usually amongst the worst hit by financial crises, and unemployment has a longstanding implications for their future.

There will be around 700,000 young people set to leave education this year.

Roughly 1.6m young people currently furloughed.

250,000 under 25s are claiming unemployment benefits since March.

Unemployment has doubled among young people in the South West

What is Kickstart?

- A £2 billion Kickstart **Employment** scheme to help create jobs for young people aged 16-24, who are currently claiming Universal Credit and at risk of long-term unemployment.
- **6 month** entry level positions with the opportunity to develop a young persons employability and skills
- Kickstart will fund **100%** of the relevant National Minimum Wage for **25 hours a week**, plus associated employer National Insurance contributions and automatic enrolment pension contributions.

Current National Living Wage and the National Minimum Wage rates.

	21 to 24	18 to 20	Under 18
April 2020 (current rate)	£8.20	£6.45	£4.55

What is Kickstart?

- The scheme is open to **all sectors and sizes of business** and has **no restrictions** about how long the business has been trading before being able to offer a placement.
- Business West have highlighted that **unincorporated businesses such as sole traders or partnerships will not have a company number** and there is no policy rationale for excluding unincorporated businesses who want to be involved.
- You **must be trading** and have, or be able to have the **PAYE** set up for candidate starting.
- If applicable you will also need to set up a **pension scheme** for the candidate

The roles created must:

- Be **new roles**
- be a **minimum of 25 hours per week**, for 6 months
- be paid at least the **National Minimum Wage** for their age group
- **not** require people to **undertake extensive training** before they begin the job placement
- **offer a quality learning** opportunity in a safe environment
- **DWP job coaches** will make the job matches
- **Employers can interview** and choose the placements
- **Employers can have multiple** placements
- An employer can **top up the wages** and pay more than the national minimum wage

The roles created can not:

- **replace** existing or planned vacancies
- cause existing employees, apprentices or contractors **to lose or reduce their employment**
- be **retrofitted** to an employee
- be created for an **existing employee** or for a **particular individual**
- **advertised externally**
- **matched** by the business

Business West will want to ensure that all businesses comply with this and are able to provide evidence if required by DWP

What Kickstart is NOT?

Would you expect someone to do this role for the minimum wage?

Do you have someone in the organisation that can mentor them full time?

Are you able to offer them the support to learn the job?

Can you onboard them in COVID?

Is the role inclusive and realistic?

Is this a Kickstart job?

Business West is a **GATEWAY ORGANISATION** for businesses wanting to offer less than 30 placements

Direct input into the shaping of the Kickstart Programme with DWP

Quality placements with quality outcomes

Code of Conduct / Charter for Quality

Grant Agreement

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Business West

- Gathers information about the job placements you'd like to offer
- Answers any queries
- Ensure businesses offer a quality opportunity and are able to fulfil employability support
- Submits the online application on behalf of a group of employers
- Submits the Job Descriptions
- Manages grants and pass on the relevant payments made by DWP to you (e.g. the young person's salary)
- Gateway Organisation is paid **£300** to do all of this **only once a placement** has commenced (week 1)

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Business West

A **Gateway Organisation** must tell the DWP how we will (as a consortia):

- support the candidate with basic skills, such as attendance, timekeeping and teamwork
- support with CV and interview preparations for a long-term career, or job opportunity
- support to look for long-term work, including career advice and setting goals

Business West will :

- Share our expertise or link you to organisations to help you onboard and train young people employed through the scheme.
- Provide employability and peer to peer networking support to young people employed through the scheme
- Keep in touch with you at regular intervals

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Finances & contractual set up

- **Back to back Grant Agreement** with appendice regarding wrap around service.
- Businesses will need to be able to **cashflow** the salary and set the candidate up on PAYE.
- Business will **receive the salary as a grant payment** from the Gateway Organisation.
- Payments will likely either be **monthly** or at **2,4 and 6 months** linked to live data from HMRC.
- Payment of **£1,500 per job placement** for employability support, setup costs, onboarding and training to ensure persons employability. Will flow through the Gateway Organisation.
- A proportion of the **£1,500** will be retained by Business West to ensure the minimum employability support is met through a wrap around service.

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Business West
Additional support & wrap around

The Business West consortia will support businesses to offer **quality employment opportunities** to young people with meaningful outcomes.

To meet the standards and conditions of the programme our cohort of employers will be required to sign up to a **code of conduct** and **contribute** towards the provision of a wrap-around support programme from the **£ 1,500 grant**.

This cost has not been fully decided but will be around **30%** of the grant; we are also setting up partnerships with other providers in the region for **additional cost-free support**.

If you decide this option is not for you, we can refer you to other providers in the region.

The Kickstart Scheme should help young people gain basic work skills.

- attendance
- timekeeping
- teamwork
- communication
- travelling to work

Kickstart participants may also need help with:

- CV and interviews
- looking for long term work

They will also need to build their networks and share learning.

Candidate & Business support

Employability Skills Manager

Induction for young person with business

- What to expect/H&S/COVID onboarding in that business
 - Planning & Goal setting for 6 months
 - Code of Conduct: minimum quality of placement
-

Candidate Progress Review

To review progress against goal setting & training plan

Induction to sectors

Sector specific organisations

Monthly Candidate peer to peer support network

facilitated online inspiration & support sessions

Virtual platform and info portal for other opportunities

Employability workshops

End of programme review

Ungated access to Online Resources

Signposting to additional support

Additional Support

If a candidate requires additional support then the business can apply for the following with the support of Business West

Weston College Kickstart Plus

City of Bristol College – Employability Training

City of Bath College – Employability Training

SERCO Skills Support for the Workforce – HR / teambuilding & technical training

Some of these may be free or at a reduced cost

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Additional workshops being developed with partners.

Inclusivity & Diversity (workshop)

Delivering meaningful work placements

Having a Young Person in the Workplace

Mentoring a young person in the workplace

Accessibility training

Technical Training

Partners

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FAQs – submitted questions

Claire Ralph – Policy Manager

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FAQs – chat

Lizzie Lyons – Business Skills Adviser

Barry Tugwood – Business Skills Adviser

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Is there another way to bring this role into your business?

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Poll

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Next Steps

- **Register on website** if you haven't already
- Think about Job roles/environment/aptitudes
- Email to you Friday 9th October
- Complete Smart Survey by Wednesday 14th October
- Any other questions email: Kickstart@businesswest.co.uk