



North of Tyne Community Led Local Development

Quarterly Progress Report

Grant Recipient:	The Recruitment Junction	
Project Name:	Ex-offenders Employment Programme	
Project Number:	R4-ESF-1015	
Period covered by this Report:	From: 1/4/22	To: 30/6/22

This progress report must contain suitable commentary on the performance and progress of the project to date and the planned activity going forward. This should provide sufficient detail to demonstrate successful delivery of the activities and outputs and if there is any slippage of performance, measures being put in place to bring the project back on track.

1. PROGRESS

Activities – Please explain what activities you carried out this quarter. This should relate back to your plans as explained in the Application Form. If there have been any delays or issues encountered in the period, these should be detailed along with measures to address them.

Each candidate enrolled has received the core assistance of a reworked CV and disclosure letter, and all who wished to attend training did so. Groupwork has still not started; an initial training session for volunteers to do a mock-interview group session did take place in May, but due to low case-load numbers (due to high numbers being placed into paid work) we decided to postpone this to the summer.

In this period of 2022, 9 unique inward referral agencies have sent us candidates– including police/probation/3rd sector referring charities/job centres/welfare-to-work providers/recovery workers.

In project Q5 (Q2 2022), we placed 52 candidates into paid work, across all our funded streams. This meant that we achieved 100 placements in the first half of 2022, matching our 12-month achievement of 100 placements in 2021.

Are there any case studies / best practice examples / achievements that you are especially proud of this quarter and you would like to share with us?



Financial Performance – Please explain project’s performance in terms of actual expenditure against the profiled values contained in the Grant Agreement. Consideration should also be given to whether the project is still on track and to budget. Any expenditure slippage should be explained and justified with plans outlined on how the slippage will be addressed. Any potential overspend / underspend in the overall project budget or a request to re-profile expenditure should be flagged up here.

Expenditure for the quarter is almost exactly in line with the budget, other than some immaterial positive variances in staff costs as a result of one of our staff taking a very short period of unpaid leave.

Reflecting the current cost of living pressures, all staff received a [REDACTED] salary increase on 1st July, which will lead to some budget pressures in future quarters.

Outputs - Please report on the actual achievement of targets against the profile outlined within the Grant Agreement. Identify any specific issues encountered relating to measuring or evidencing the targets. Variances from the contracted profiles i.e. ‘slippage’ must be explained and detail provided of remedial measures to bring things back on track. Any request to re-profile project outputs should be outlined here. If you are collecting any additional outputs, please report on them here as well.

13 candidates successfully enrolled onto the programme in the period April to May 2022, total verified outputs finished the quarter at 85.

We have a steady run rate with consistent additional outputs achieved. Several outputs have had difficulty in being verified; we had several team changes for our admin support which meant some errors slowed down verification. However, these are being resolved and the CLLD team are happy with our paperwork.

Our target, adjusted, is 122 outputs by December 2022, so that is 37 outputs to achieve, 18 per quarter, or 6 per month, which seems entirely achievable. We continue to work with local job centres and probation offices and advertise more widely in the area including in the prison-leaver approved premises.

Match Funding – Please report on the match funding received during this quarter. Any potential changes to the funding package should also be detailed.

Match Funder	Original Contracted Value (£)	Match Funding received – original project (£)	Revised Contracted Value (£)	Match Funding received Q1-22 (£)
DWP	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Private donors	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Junction 42	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Vardy Foundation	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
The 1989 Willan Charitable Trust	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Watson Family Trust	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
TRJ Own Resources	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Total:	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Match funding is on track, with slightly more funding than expected being received from the [REDACTED], which will reduce the funding needed from our own resources. In total, we expect match funding by the end of the project to be in line with the budget.

Equal Opportunities & Sustainable Development – Please report on the project’s contribution to these cross-cutting themes in particular where there are specific project objectives relating to these themes or where the project considers it has exceeded standards.

Our entire beneficiary group consists of a highly marginalised and discriminated against group, but one which does not benefit from any legal protections against discrimination. We are confident our activities have contributed greatly towards enabling this group to access the same opportunities as the rest of society.

2. PLANNED ACTIVITY

Please report on key activities that are planned for the next quarter including any key dates or events.

Past activities

- Received a “Highly Commended” award from the Robert Corbett Award
- Sent over 80 Easter cards, including a bar of chocolate – each with a personalised message of encouragement.
- Attended St James’ Park jobs fair with candidates to support them in their job search
- Attended 2 in-prison events, including a resettlement day, talking to prison leavers about how we can support them on release, and an ISG event – employers interviewing in the jail for current vacancies for those near to release, with us sharing what we can do to support.
- We delivered 2 x ‘Disclosing with Convictions training’ workshops (to employers and to fellow practitioners), and will deliver a ‘Mock Interview Practice’ candidate workshop, with volunteers from Mitie, in May 2022, part funded by Newcastle Building Society.
- We rehoused an 8th candidate, and we have assisted 7 of the 8 into paid work
- Met with the High Sheriff of Tyne & Wear to discuss the work we do and how he can support with employer connections.
- Attended the Community Voice charity funding fair

Future events planned:

- We are holding an employer event on the 19th September with [REDACTED] and the [REDACTED], highlighting the good work that has been done with candidates and employers. We are inviting employers from across the North East to hear about our work, and having speakers from employers and placed candidates to discuss our work.
- All staff will take part in neurodiversity training on 30th September to enable us to better support our neurodivergent candidates

3. PROJECT ISSUES AND CHANGES

If not covered previously, please report on any issues or significant changes to the project that will have impact upon the plan of activities, outputs and budget. If applicable, the project change request form may need to be completed in addition to this Quarterly Progress Report.

n/a

4. STATE AID

Please confirm if the project has maintained it's 'no aid' model this quarter (= support provided only to individuals and not to businesses).

We confirm that the state aid status of the project has not changed.

5. PUBLICITY

Please report on any publicity activity that has taken place this quarter. This may include publicity material, leaflets, banners or stationery and any press releases, newspaper articles or publicity events – please submit evidence where available.

- Highly Commended by the Robin Corbett Award
[2022 Awards – Robin Corbett Award](#)
- Press release by Newcastle Building Society on awarding us a grant to deliver candidate workshops

[The Recruitment Junction Making More Employment Connections For People With Convictions Thanks to Newcastle Building Society Support - North East Connected \(neconnected.co.uk\)](#)
- A number of LinkedIn posts discussing our involvement in the Prison events

https://www.linkedin.com/posts/sin%C3%A9ad-moloney-97307244_construction-prisonleavers-activity-6942184087944110080-VMdT?utm_source=share&utm_medium=member_desktop

https://www.linkedin.com/posts/charlotte-taylor-78862610a_team-work-thankyou-activity-6965607360409018370-xlbD?utm_source=share&utm_medium=member_desktop