

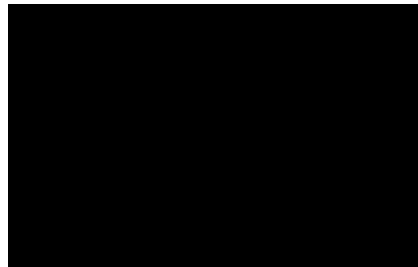
**From:** [REDACTED]  
**To:** [REDACTED]  
**Cc:** [REDACTED]  
**Subject:** [REDACTED]  
**Date:** 02 August 2022 14:12:31  
[REDACTED]

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Thanks [REDACTED] a, nice to speak to you too.

Corrected comments below – hopefully they're all fixed now!

For the “missing results”, the ones we have uploaded are:



Thanks





[REDACTED]  
[REDACTED]  
[www.therecruitmentjunction.com](http://www.therecruitmentjunction.com)

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**2022 Highly Commended:** Robin Corbett Awards

**2021 Highly Commended:** NEPACS Ruth Cranfield Award

**2021 Commended:** Howard League for Penal Reform



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**From:** [REDACTED]@newcastle.gov.uk>  
**Sent:** 02 August 2022 13:19  
**To:** [REDACTED]@therecruitmentjunction.com>  
**Cc:** [REDACTED]@newcastle.gov.uk>  
**Subject:** RE: Query?

Hi [REDACTED]

It was nice to speak to you today.

Attached is our report we used in meeting today. See tab  
*Recruitment\_Junction\_Aug22*.

As I mentioned I have looked on [REDACTED] through your outputs and results.

I have verified one output : [REDACTED]

The remaining registrations are mainly missing certification of the documents:

- Birth certificate – not certified **Certified**
- Signed registration form is missing (only evolutive form is uploaded)  
**Uploaded**

- Proof of age – please upload the certified copy of passport here (as under The right to work section) **Certified**
- Proof of address – letter from NCC needs to be certified **Certified**

- Driving licence – please certify for Proof of Address and Proof of Age **Certified**

(Sorry this one is such a mess!! – unfortunately [REDACTED] has then uploaded someone else's documents onto [REDACTED]'s record but we can't see a way to remove these... )

- Right to Work and Live in UK – driving licence can not be used as an evidence here; only passport, birth certificate or marriage certificate can be used - if not possible to obtain – use justification please; **Certified birth certificate uploaded**
- Proof of Age – driving licence – please certify it **Certified**
- Proof of address – HMRC letter is dated 2015 – must be within 3 months or if utility/ Council Tax bill is issued annually then this is accepted too; please use certified copy of driving licence here if no other evidence is available; **Driving licence certified and uploaded**

- RAV – contract – please certify it **Certified**

[REDACTED] - Since the participant was already in employment and moved into 'new' employment there's no result that we can report to DWP as there's no change in his circumstances. [REDACTED], can you verify if the employment status at the point of registration is correct. If this is correct (participant was in employment at the start) then we can only report this registration to DWP as an output.

[REDACTED] start employment was correct, so I've removed that from my tracker, happy to accept this is wrong!

Those requested actions should be pretty straightforward for you to complete. Once done please let me know and I will update the [REDACTED].  
Also you have mentioned that our Results totals don't match yours. Please let me know what we are missing so I can update the report.

All in all good work

Thank you,  
[REDACTED]



Newcastle City Council  
City Futures Directorate  
Economic Development Unit  
Civic Centre, 9<sup>th</sup> floor  
Newcastle upon Tyne, NE1 8QH [www.newcastle.gov.uk](http://www.newcastle.gov.uk)



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**From:** [REDACTED] [@therecruitmentjunction.com>  
\*\*Sent:\*\* 01 August 2022 11:42  
\*\*To:\*\* \[REDACTED\] \[@newcastle.gov.uk>  
\\*\\*Subject:\\*\\* Query?\]\(mailto:@newcastle.gov.uk\)](mailto:@therecruitmentjunction.com)

Hi [REDACTED]

I was wondering if there was a report that can be pulled that will tell us a breakdown of our BAME, 50+ and those with disabilities?

Fine if not – but would save me manually going through every one!

Also, we've uploaded a few outputs and results this week (aware you may not get to them today, but letting you know they are there)

Thanks





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