

**Decision under Delegated Powers  
The creation of a Vulnerable Persons  
Resettlement Scheme Employment Advisor Worker Post**

**Officer Requesting Decision:**

Head of Strategic and Private Sector Housing – Alison Simmons

**Officer Making the Decision:**

Chief Executive – Rob Mitchell

**Recommendation:**

That approval is given to create a new full time (37 hours per week) 24 month fixed term contract for Vulnerable Persons Resettlement Scheme Employment Advisors, at salary grade E, reporting to the Vulnerable Persons Resettlement Coordinator with effect from the start date of the successful applicant.

**Reason:**

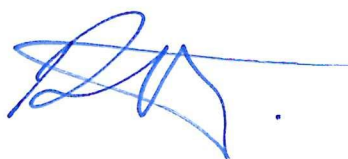
The Districts and Boroughs Chief Executives agreed on the 3<sup>rd</sup> March 2016 that Charnwood would take the lead and coordination role for Leicestershire and Rutland for the Syrian Vulnerable Persons Resettlement Scheme.

The Vulnerable Persons Resettlement Scheme Employment Advisors will assist the Vulnerable Persons Resettlement Coordinator to provide employment support, advice and guidance to adults resettled on the VPRS, fairly and without discrimination, including; facilitating structured individual and group sessions, building individuals' confidence and skills to access volunteering, training and employment.

**Authority for Decision:**

Section 8 of the Council Constitution contains authority for the Head of Paid Service (Chief Executive) to agree changes to the establishment, within budget and without major service or policy implications, affecting no more than five posts (irrespective of their post number) in any single case (item 6 on page 8-4 of the Constitution).

**Decision and Date:**

 9/1/2020

## **Background:**

The Government commenced the expansion of the existing Syrian Vulnerable Persons Resettlement Scheme to resettle 20,000 Syrians in need of protection during this Parliament. Phase 1 of the Scheme operated until 31<sup>st</sup> December 2015 and roughly 100 Syrian Refugees were resettled in the East Midlands during Phase 1 in Nottingham, Nottinghamshire and Leicester.

The Home Office is now taking forward Phase 2 in conjunction with the East Midlands Strategic Migration Partnership and the local authorities wishing to participate in the Scheme.

Government funding is available and intended to cover a range of measures to assist the support and orientation of this group of people.

The Vulnerable Persons Resettlement Scheme is a voluntary scheme and the local authority determines the number of refugees that can be assisted through the scheme in their local authority area.

Cabinet endorsed the recommendations of the Syrian Vulnerable Person Resettlement Scheme Working Group to agree to the provision of 2 properties (up to 10 people) from the Private Rented Sector for 5 years to support the Syrian Vulnerable Persons Resettlement Scheme.

The Districts and Boroughs Chief Executives agreed on the 3<sup>rd</sup> March 2016 that Charnwood would take the lead and coordination role for Leicestershire and Rutland for the Resettlement Scheme.

An Employment Advisor role has been created to provide effective employment support to adults resettled on the VPRS. The Employment Advisor will work to assist refugees into volunteering, training and employment through a combination of tailored one to one and group sessions. The sessions will support resettled adults to understand their rights and responsibilities obtain and maintain employment and progress in their careers.

A job description and person specification (Appendix 1) has been drawn up and was evaluated by the Job Evaluation Panel on the 17<sup>th</sup> December 2019; the outcome of the evaluation was that the post be graded as Grade E.

## **Summary of Advice Provided by HR:**

HR Adviser: Anna Cairns (6/1/20)

Comments: The normal recruitment process should be followed when recruiting to this post.

**Financial Implications:**

The cost of the post across the 24 month period will be £70,000.00 plus Car Allowance of £2,800 making a total of £72,800.00

The post will be paid from the Home Office funding to support year 2-5 families.

Post will be in Cost Centre F313.

**Risk Management:**

There are no risks associated with this decision.

Key Decision:                      No

Background Papers:              Vulnerable Persons Resettlement Scheme Employment  
Advisor Job Description and Person Specification

