

**TRAFFORD COUNCIL**

**DELEGATED EXECUTIVE MEMBER DECISION REPORT**

**Report to:** Executive Member for Economy and Regeneration  
**Date:** 27<sup>th</sup> January 2025  
**Report for:** Decision  
**Report of:** Corporate Director for Place

**Report Title**

**In-Work Progression Service in Trafford**

**Summary**

Trafford has been awarded £400k to deliver a two-year In-Work Progression Service for the borough to support low-wage workers improve their career prospects, earnings and enhance their job stability. Following a procurement exercise, the GM Growth Company has been identified as the preferred delivery body for the Service.

**Recommendation(s)**

It is recommended that the Executive Member for Economy and Regeneration:

- (i) Notes the content of the report.
- (ii) Approves the appointment of the GM Growth Company to deliver the In-Work Progression Service for the borough.

**Contact person for access to background papers and further information:**

Name: Patricia Allen (Inclusive Economy and Communities Manager)

Background Papers: None

## Implications:

Relationship to Corporate Priorities	A Thriving Economy and Homes for All
Relationship to GM Policy or Strategy Framework	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.
Financial	The service will be 100% grant funded
Legal Implications:	The grant funding agreement and contract will need to be signed by Legal
Equality/Diversity Implications	Outlined in contract and covered in the Social Value element of the contract
Sustainability Implications	Outlined in contract and covered in the Social Value element of the contract
Carbon Reduction	N/A
Resource Implications e.g. Staffing / ICT / Assets	Provided by the commissioned provider
Risk Management Implications	Covered in contract
Health & Wellbeing Implications	Covered in contract
Health and Safety Implications	Covered in contract
Socioeconomic duties	IWP programme enables Trafford Council to fulfil its socioeconomic duty by reducing inequality, addressing disadvantage and tackling in-work poverty

## 1.0 Background

- 1.1 The GM In-Work Progression Service is a tailored initiative designed to support low-wage workers across Greater Manchester (GM) in improving their career prospects, increasing their earnings and enhancing their job stability. It is part of the GMCA's broader commitment to economic inclusion and social mobility, aiming to address in-work poverty and create a more equitable workforce.
- 1.2 The In-Work Progression programme is based on work developed by Tameside Council. The model provides a team of staff who support people who wish to progress from an initial job to a more sustainable position with good working conditions, the opportunity to upskill and one that offers career progression. Following the success in Tameside, GMCA have committed the £400K funding to all LA's to replicate the model for two years unspent UKSPF funding.

## 2.0 In-Work Progression Service Criteria

- 2.1 The criteria for those eligible to be considered for the In-Work Progression Service is:
- Be over the age of 18.
  - Live or work in Greater Manchester
  - Low-income workers
  - Individuals in insecure or part-time employment
  - Workers with limited skills or qualifications

- Employees seeking career advancement or retraining.

### **3.0 In-Work Progression Service Delivery**

3.1 The In-Work Progression Service will deliver the following key elements:

- **Skill Development:** Providing access to training and qualifications that can help workers advance in their current jobs or transition to better-paying roles.
- **Career Advice:** Offering personalised career counselling and support to help workers identify opportunities for progression.
- **Employer Engagement:** Working with employers to create pathways for progression within their organisations, such as through apprenticeships, on-the-job training, or clear progression routes.
- **Income Support:** Sometimes includes financial incentives or support to help workers transition into higher-paying roles.
- **Job Matching:** Connecting workers with job opportunities that better match their skills and career aspirations.

### **4.0 In-Work Progression Service - Benefits for Trafford Residents and Businesses**

4.1 The In-Work Progression Service supports the Council’s Corporate priorities particularly “*A Thriving Economy and Homes for All*” and “*We Will help people to gain skills and improve access to employment, to improve household income*”, as it targets low-income workers, those in insecure or part-time employment and people with limited progression prospects and limited skills or qualifications. It aims to help 350 workers advance in their careers, increase their earnings and achieve greater job security. The service focuses on skill development, career advice, employer engagement, income support, and job matching. It provides workers with the tools and opportunities to progress within their current roles or transition to better-paying jobs.

4.2 For Trafford, the Service will boost local economic growth, reduce poverty and enhance social mobility by improving the skill set and earning potential of the local workforce. By upskilling workers, in-work progression initiatives could make Trafford more attractive to employers, driving long-term economic development and increasing the region's competitiveness. Key benefits include increased productivity, attraction of new employers, improved quality of life for residents, and retention of local talent.

### **5.0 In-Work Progression Service – Commissioning**

5.1 In house delivery of the Service was considered but it was determined that commissioning an external organisation with the right capacity, infrastructure, skills and expertise would enable the effective delivery of the programme in the borough.

5.2 Therefore, a commissioning exercise was undertaken in December 2025 via a mini competition through the Flexible Procurement System (FPS). Following this process, the GM Growth Company has been identified as the preferred bidder to deliver the Service. The contract value is £318.5k with the remaining £ £81.5k to cover Trafford’s management costs and the appointment of an apprentice to support the project in terms of performance and financial monitoring.

## 6.0 Next Steps

6.1 Following approval, the contract will be issued to GM Growth Company and an initial mobilisation meeting arranged. It is intended that Service delivery will start in mid-February 2025. Regular progress and monitoring meetings will take place between the IECT and the Growth Company to ensure robust contract management. Updates will be provided to the TEES Board and quarterly updates will be provided to the Executive.

## 7.0 Other Options

7.1 The option of delivering the Service in-house was considered, however it was determined that procuring an external organisation with the required the capacity, infrastructure, skills and expertise to deliver the Service was the most effective route.

## 8.0 Consultation

8.1 The TEES Board has been provided with information on the In-Work Progression Service and endorsed the approach to commission delivery.

## 9.0 Reasons for Recommendation

9.1 To enable the effective delivery of the In-Work Progression Service for the borough to benefit local residents and deliver the required outputs.

## 10.0 Urgency of Decision

10.1 This report should be considered as 'urgent business' and the decision exempted from the 'call-in' process for the following reason(s):

10.2 The IWP Service has a two-year lifespan to reach the target number of clients and runs from Jan 2025 and will close on Jan 2027. The go live date should have taken place in January however due to unforeseen delays go live date is planned for mid Feb 2025. It is now urgent that the award report can be approved, award letter sent, the contract issued and on return of the signed contract, an initial mobilisation meeting with the Growth Company can take place. Any further delay will impact on our ability to reach the number of target clients.

**Key Decision** (as defined in the Constitution): Yes  
**If Key Decision, has 28-day notice been given?** No

**Finance Officer Clearance** (type in initials).....PC.....

**Legal Officer Clearance** (type in initials).....DS.....

**[CORPORATE] DIRECTOR'S SIGNATURE** (electronic)



To confirm that the Financial and Legal Implications have been considered and the Corporate Director has cleared the report prior to issuing to the Executive Member for decision.