



Education & Skills  
Funding Agency



European Union  
European  
Social Fund

# **SPECIFICATION**

**INVITATION TO TENDER: 30399**

**Supply of Skills Support to the Unemployed**

**DATE: 2018**

## ESF: Skills Support to the Unemployed

### DEFINITION OF TERMS

**Basic Skills:** means one or more of the following: literacy (English); numeracy (maths) or ESOL (where English is not the Participant's 'mother tongue') (at entry level or above).

**Contract:** has the meaning given in the terms and conditions of contract.

**Contract Period:** has the meaning given in the Contract.

**Contractor:** means the contractor who is appointed to supply the Services in a Lot Area.

**Conversion Rates:** means the rates at which ESFA expects Participants should be able to achieve Progression Outcomes as described in Table B.

**Disability:** The main national definition is as defined in section 6 of the Equality Act 2010. See link. <https://www.gov.uk/definition-of-disability-under-equality-act-2010> which refers to a person who: (i) has a physical or mental impairment; and (ii) the impairment has a substantial and long term negative effect on a person's ability to carry out normal day to day activities.

**Disabled:** means a person with a Disability.

**Eligible:** means Inactive or Unemployed individuals who are aged 16 or over who meet the Eligibility Criteria and are otherwise eligible to receive the Services.

**Eligibility Criteria:** the eligibility criteria set out in European Social Fund Programme for England 2014-2020 National Eligibility Rules, linked here: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/626878/ESF\\_national\\_eligibility\\_rules.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/626878/ESF_national_eligibility_rules.pdf) which describe the criteria for assessing whether an individual is entitled to receive the benefit of the Services.

**Employed:** People are employed if they perform work for pay, profit or family gain. People are self-employed if they work in his/her own business for the purpose of earning a profit, even if they are not making a profit or are just setting up. This also includes individuals on zero hour contracts.

**Evidence Requirements:** means the requirements set out in Funding Rules 2014-2020 ESF Programme ESF Specification Deliverables Requirements.

**Funding Rules:** The document that sets out the funding and performance-management rules for the European Social Fund (ESF) 2014 to 2020 Programme for contracts operating from 1 April 2019.

**Inactive:** Inactive individuals are persons currently not part of the labour force (in the sense that they are not Employed or they are Unemployed). Full time students are considered as inactive as they are not available for work.

**IAG:** Information, advice and guidance service offered to Participants by the Contractor as part of the Services.

**Individual Learning Plan:** means an individual learning plan as set out in the Funding Rules.

**LARS:** means the Learning Aims Reference Service as described here <https://hub.fasst.org.uk/Learning%20Aims/Pages/default.aspx>

**Less Developed Area:** a region where GDP per capita is less than 75% of the EU-27 average [http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National\\_accounts\\_and\\_GDP](http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP)

**LEP:** has the meaning given in the Contract.

**Lot Area:** the geographical area in which the Services are required to be delivered.

**Maximum Contract Value:** means the maximum amount which the Contractor may be paid by the ESFA under this Contract per Lot Area, as specified in Part 5.

**More Developed Area:** a region where GDP per capita is above 90% of the EU-27 average [http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National\\_accounts\\_and\\_GDP](http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP)

**Non-Regulated Activity:** those activities that are listed as non-regulated in the Learning Aims Reference Service (LARS): <https://hub.fasst.org.uk/Learning%20Aims/Pages/default.aspx>

**Outcome:** means:

- i. a Participant Assessment and ILP Outcome (ST01);
- ii. a Regulated Learning Outcome (RQ01);
- iii. a Non Regulated Activity Outcome (NR01);
- iv. a Progression Paid Employment Outcome (PG01);
- v. a Progression Education Outcome (PG03);
- vi. a Progression Apprenticeship Outcome (PG04); or
- vii. a Progression Traineeship Outcome (PG05)

each as more particularly described in the Evidence Requirements.

**Outcome Payment:** means the payment to be made by the ESFA to the Contractor per Outcome achieved by a Participant (subject to the Contractor achieving the Evidence Requirements) in accordance with Part 3 (Funding Model).

**Participant:** means an Eligible individual who receives the Services in the Lot Area in accordance with the Contract.

**Priority Axis:** means an Investment Priority. Each Priority Axis of the Operational Programme for ESF brings together one or more Investment Priorities. The Investment Priorities are set out in the ESF 2014 – 2020 Operational Programme.  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/461596/ESF\\_Operational\\_Programme\\_2014\\_-\\_2020\\_V.01.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/461596/ESF_Operational_Programme_2014_-_2020_V.01.pdf)

**Progression Outcome:** means any one of: a Progression Paid Employment Outcome (PG01), a Progression Education Outcome (PG03), a Progression Apprenticeship Outcome (PG04) or a Progression Traineeship Outcome (PG05), each as more particularly described in the Evidence Requirements.

**Qualifications:** means a formal outcome assessment and validation process which is obtained when a competent body determines that an individual has achieved learning outcomes to given standards.

**Regulated Learning:** are those activities that are listed as regulated in the Learning Aims Reference Service (LARS):  
<https://hub.fasst.org.uk/Learning%20Aims/Pages/default.aspx>

**Regulated Qualifications Framework:**  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/461298/RQF\\_Bookcase.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/461298/RQF_Bookcase.pdf)

**Service Commencement Date:** has the meaning given in the Contract.

**Services:** The provision of education, training or support delivered to Participants in the Lot Area in accordance with the Contract so as to achieve one or more Outcomes in respect of Participants.

**Supplementary Data Return:** means the return to claim funding based on information not collected through the Individualised Learner Record (ILR).  
<https://www.gov.uk/government/publications/sfa-supplementary-data-collection>

**Survey:** Where applicable, long term sustained outcomes, over 6 months will be monitored separately. Some ESF indicators will be collected by survey by the ESF Managing Authority directly from the Participants.

**Transition Area:** a region where GDP per capita is between 75% and 90% of the EU-27 average  
[http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National\\_accounts\\_and\\_GDP](http://ec.europa.eu/eurostat/statistics-explained/index.php?title=National_accounts_and_GDP)

**Unemployed:** refers to persons who are without work, available for work and actively seeking work. Persons considered registered unemployed would be included. Where the period of unemployment is greater than 6 months for a person under 25 years old and greater than 12 months for who is 25 years old or older then the persons are classed as long-term Unemployed.

## **PART 1: SERVICE REQUIREMENTS**

1. The Contractor shall commence delivery of the Services immediately with effect from the Service Commencement Date.
2. The Contractor shall:
  - a. undertake a robust initial assessment of Participants;
  - b. deliver vocational training which must be regulated units and qualifications on the Regulated Qualifications Framework; and
  - c. be able to support Participants into higher levels of training and workplace progression.
  - d. Ensure that where subcontractors are used they are fully resourced and staffed to perform their elements of the Services.
3. The Contractor shall maintain a physical operational base within the Lot Area throughout the Contract Period and shall otherwise ensure it is able to provide Services to the whole of the Lot Area.
4. The Contractor shall ensure that it is fully resourced to commence delivery of the Services on the Service Commencement Date.

### ***Management and quality assurance***

5. The Contractor shall put in place and maintain effective management arrangements throughout the Contract Period. The Contractor's management arrangement shall include (without limitation) arrangements to ensure that:
  - a. the Services are delivered in accordance with this Contract;
  - b. the needs of Participants are fulfilled;
  - c. the Services are delivered to a high quality throughout the Contract Period; and
  - d. effective quality assurance and improvement processes are in place.
6. The Contractor shall ensure that the Services are flexible and responsive to local conditions, the changing economic and political landscape and take into consideration that the Services may need to change during the life of the Contract. The Contractor shall make such changes to the Services as may be required by ESFA from time to time to reflect such changes.

### ***Partnership working***

7. The Contractor shall ensure that Services complement and avoid duplication with similar existing provision, including (but not limited to) services offered to Participants by CFO Co-financing, Department for Work and Pensions, Big Lottery, Mayoral Combined Authority, Education and Skills Funding Agency, local authorities, National Careers Service and the Careers Enterprise Company funded provision.

8. The Contractor shall ensure that the Services are designed to reflect local needs and opportunities and are updated from time to time to respond to changes to local needs and opportunities as well as policy changes.
9. The Contractor shall establish linkages with and have an understanding of local stakeholder needs and develop strong links with the key stakeholders in their Lot Area.
10. The Contractor shall establish links with Jobcentre Plus and shall ensure that visits to public or private sector employers are made in conjunction with Jobcentre Plus and National Careers Service wherever possible to ensure a smooth, efficient and joined up approach.
11. The Contractor shall co-operate with Jobcentre Plus when working with Jobcentre Plus clients including but not limited to notifying Jobcentre Plus:
  - a. when Participants fail to attend training; and
  - b. of any instances where Participants leave training due to starting work.

#### ***Market intelligence and local knowledge***

12. The Contractor shall ensure that the Services are designed and delivered to:
  - a. take into account conditions prevailing in the Lot Area as described in Part 4 with respect to the current employment market and the current and future social and economic indicators including labour market intelligence;
  - b. target local skills shortages and gaps within the Lot Area;
  - c. work alongside any existing skills support structures the Lot Area.

#### ***Management information and reporting***

13. The Contractor shall develop and operate a management information systems which enables the submission of data to the ESFA via the Individual Learner Record (ILR) and provides for Supplementary Data Returns.
14. The Contractor shall ensure that all evidence required to support payments is collected and retained in accordance with the Evidence Requirements before the Contractor makes a claim for payment from the ESFA. The Contractor will provide supporting evidence to ESFA on request.
15. The Contractor shall provide LEPs and the ESFA with details of the Regulated Learning and Non-Regulated Activity that is provided by its subcontractors as reasonably requested broken down to the level requested e.g. ward/district.
16. The Contractor shall provide ESFA with a monthly report by the 4<sup>th</sup> working day in each month setting out such performance data as the ESFA may reasonably require including (but not limited to):

- a. Participant and employer data at ward/district level covering the referral source, the qualifications offered and delivered, the cohorts supported, the employer information, the sector of employer and sector of support provided;
- b. pipeline activity;
- c. progress made against the Contractor's profile for delivery of the Services;
- d. actions that the Contractor proposes to undertake if performance has not met the anticipated profile;
- e. current and future employer and partner engagement;
- f. where the Contractor is providing services under another contract separate returns shall be required in respect of each such contract.

17. The information listed in clause 15 is not exhaustive. The ESFA, the LEP and the Contractor shall meet to refine these requirements prior to the Service Commencement Date.

18. The aim of the Services is to deliver bespoke support and training for the Unemployed and the economically Inactive who are seeking to return to the labour market but are facing skills related barriers. The Contractor will deliver the vocationally related skills needed by local employers.

19. The Contractor shall design and deliver the Services with the aim of improving the employability of Unemployed (including long-term unemployed) people, so that they can compete effectively in the labour market.

20. The Contractor shall ensure that the Services:

- a. provide Participants with support so that they can compete effectively in the labour market;
- b. encourage Inactive people to participate in the labour market and to improve their employability;
- c. address the Basic Skills needs of Unemployed and Inactive people so that they can compete effectively in the labour market;
- d. provide support for women who are underrepresented in the labour market, and particularly those who are currently Inactive, to contribute to efforts to reduce the gender employment gap.

### ***Content of the Services: the Participant's journey***

#### ***Identifying Participants***

21. The Contractor shall:

- a. actively promote the Services throughout the whole Lot Area, with particular focus on areas of highest need;
- b. identify, engage with and recruit Eligible persons to be Participants within the Lot Area; and
- c. employ such methods of engagement as it considers are best suited to maximise engagement with Eligible persons in the Lot Area.

### *Eligibility*

22. The Contractor shall assess all prospective Participants to ensure that they are Eligible to receive the benefit of the Services. The Contractor shall retain records of all assessments and shall provide them to the ESFA on request in accordance with the Evidence Requirements.

### *Induction*

23. The Contractor shall develop and deliver an induction programme for new Participants which is flexible enough to gain early engagement with them.

### *Initial Assessment and ILP*

24. For each Participant, the Contractor shall:

- a. carry out a comprehensive initial assessment of the Participant's existing skills and needs;
- b. identify gaps in employer requirements and/or opportunities for self-employment and apprenticeships;
- c. develop a bespoke ILP for the Participant which takes into account the findings of the initial assessment.

### *Overcome barriers to engagement*

25. The Contractor shall ensure that the Services address any mobility barriers to engagement, including, in particular, with regard to difficulties Participants may have in relation to accessibility to premises and transport. The Contractor shall take reasonable steps to address any such barriers, including (where practicable) by providing support for small groups in areas that are remote or difficult to access.

### *Provide IAG*

26. The Contractor must include the effective use of high quality IAG at all stages of a Participant's ILP. This shall include an overview of the local labour market that will enable Participants to progress into a suitable, sustainable and successful Outcome.

27. The Contractor must provide Participants with advice on vacancies, job search, CV writing and interview techniques and assistance with registering, searching and applying for apprenticeship vacancies on [www.apprenticeships.org.uk](http://www.apprenticeships.org.uk).

28. The Contractor shall ensure that the Services:

- a. are flexible to support individual employability and social mobility including roll-on, roll-off, year round, responsive delivery;
- b. accommodates current benefit restrictions/rules where Participants are also claimants;
- c. is designed to help move people into sustainable work, apprenticeships or self-employment.



*Development and delivery of support and training*

29. The Contractor shall ensure that the Services:

- a. are designed to develop and deliver pre-employment support and training, including team working, coaching and mentoring, confidence building and employability training;
- b. deliver activity that promotes vocational pathways, work experience and volunteering and provide one-to-one mentoring.

30. The Contractor shall ensure that the Services include:

- a. functional skills training, including literacy and ICT (promoting digital competence within the labour market);
- b. ESOL provision;
- c. learning programmes for learners with special educational needs;
- d. support independence skills for those with learning difficulties;
- e. the provision of training to support self-employment where this reflects the aspirations of the Participant being supported and is set out in the Participant's ILP.

31. The Contractor shall support Participants in order to address any personal and social barriers to employment which may include the purchase of tools, travel costs, childcare and the purchase of personal protective equipment if required.

32. The Contractor shall ensure that any licence costs which a Participant has paid in relation to their training (such as a Construction Skills Certification Scheme (CSCS) card, SIA (Security Industry Authority) Licence) are reimbursed to the Participant. For the avoidance of doubt, such costs are integrated into the Outcome Payment Participant.

33. The Contractor shall ensure that:

- a. the Services support sustained engagement, transition and progression through the creation of individual support packages which are appropriate to the particular needs of the Participant;
- b. all Participants receive regular progress reviews as determined at initial assessment; and
- c. all Participants receive an exit interview.

*Provide Regulated Learning / Non Regulated Activity*

34. The Contractor shall ensure that each Participant is provided with a bespoke ILP comprising Regulated Learning and/or Non-Regulated Activity in accordance with the needs of the Participant. All learning aims must be identified on LARS and must contribute towards addressing the barriers Participants have.

35. The Contractor may also provide accredited units of learning at Level 3 and above in subject areas and such provision will qualify for funding may also be funded where these do not lead to a full Qualification in accordance with clause 43. The Contractor must ensure that the activity does not duplicate or undermine national policy, including policy on grants and loans.

#### *Outcomes*

36. The Contractor shall use reasonable endeavours to achieve one of the Progression Outcomes for each Participant.

37. The Contractor shall use reasonable endeavours to achieve the Conversion Rates in delivering the Services.

38. In selecting Participants, the Contractor shall take into account and use reasonable endeavours to achieve the ESF programme targets for the supply of the Services priority groups in the percentages set out in Part 2, Table A.

39. The Contractor shall use reasonable endeavours to achieve the Estimated Number of Participant Outcomes for each of the Outcomes specified in Part 5, Table C.

#### ***Engagement with the LEP***

40. The Contractor shall, if required by the LEP, but at no additional cost to the ESFA:

- a. work in partnership with the LEP to maximise the impact of the project delivery. Such partnership working may include: undertaking strategic coordination and engagement activity in consultation with the LEP, co-ordinating the gathering of labour market intelligence, developing creative approaches to responding to the skills needs of the LEP's priority sectors, building capacity and responsiveness of the delivery network, participating in new product development and innovation, employer engagement, supporting progression and the promotion of apprenticeships;
- b. participate in a local steering group including by attending regular steering group meetings and provide relevant management information upon request.

### **Part 2: PROGRAMME TARGETS**

**Table A**

	<b>Less Developed Area</b>	<b>Transition Area</b>	<b>More Developed Area</b>
Participants over 50 years of age	25%	20%	20%

Participants from ethnic minorities	2%	9%	22%
Participants with disabilities	38%	25%	25%
Participants without Basic Skills	17%	21%	21%
Participants who live in a single adult household with dependent children	12%	14%	13%
Female Participants	49%	46%	45%

### PART 3 FUNDING MODEL

41. Subject to clauses 42 and 43 below, the Contractor shall be paid an Outcome Payment for each Outcome achieved in relation to a Participant as set out in Table B.
42. The Contractor shall only be entitled to an Outcome Payment for one Progression Outcome for each Participant who achieves a Progression Outcome within 28 days of finishing his or her Individual Learning Plan.
43. For each of RQ01 and NR01, the Contractor shall be paid for provision of Regulated Learning and Non-Regulated Activity in accordance with the Funding Rules based on the rates published in LARS. For each unit of Regulated Learning or Non-Regulated Activity the Contractor shall be paid:
- a. 25% of the applicable LARS rate on the Participant starting the unit; and
  - b. 75% of the applicable LARS rate on the Participant completing the unit.
44. The Outcome Payments listed RQ01 and NR01 in Table B are the average cost of learning per Participant. The ESFA expects Participants to be provided with access to whatever provision is required to meet their bespoke needs and the Contractor must manage these outcome charges to ensure these averages are achieved across all Participants for the duration of the Contract.
45. The Contractor shall provide ESFA with the evidence set out in the Evidence Requirements to demonstrate that payment is due in respect of an Outcome Payment. The ESFA will be under no obligation to make payment until it has received such evidence.

**TABLE B**

Outcome	Outcome Payment	Conversion Rate
ST01 Learner Assessment and Plan	80	
RQ01 Regulated Learning	519	
NR01 Non Regulated Activity	311	
PG01 Progression Paid Employment (EMP)	600	30%
PG03 Progression Education (EDU)	300	8%

PG04 Progression Apprenticeship (EDU)	600	10%
PG05 Progression Traineeship (EDU)	300	2%

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **BLACK COUNTRY – MORE DEVELOPED**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP background**

The Black Country LEP area is made up of Dudley, Walsall and Sandwell and the City of Wolverhampton. With a population of 1.8 million, the Office for National Statistics has identified that 26.7% of the population of the area is economically inactive compared to Great Britain (GB) at 21.6%. Of these, 14.7% are looking for work. 21.9% of households in the LEP area are identified as workless households, compared to a GB average of 15.1%. 15.6% of the population has no qualifications, 8% higher than the UK. The sub-region has put in place a number of strategic documents and action plans to address current ambitions for employability, education and skills:

Black Country ESIF Strategy 2014-2020

<http://www.blackcountrylep.co.uk/about-us/black-country-plans-for-growth/strategic-european-plan> Black Country Strategic Economic Plan

<http://www.blackcountrylep.co.uk/about-us/black-country-plans-for-growth/strategic-economic-plan>

The sub-region contains high concentrations of unemployment and worklessness, however in contrast, employers are reporting skills shortages in certain sectors therefore skills are acting as a barrier to growth in the Black Country Business community.

The Black Country LEP envisages investment in support for the unemployed will create a strong workforce with the right skills to support economic growth and will provide individuals with a sustainable route out of poverty.

##### **Local Authorities:**

Dudley MBC,  
Sandwell MBC  
Walsall MBC  
City of Wolverhampton

##### **Key Priorities:**

The Contractor shall ensure that Services are developed and designed to meet key transformational and enabling sectors, identified as the areas that are most likely to see new employment for the future, these include:

- Transport technologies, including aerospace and automotive
- Building technologies/construction
- Advanced manufacturing including advanced engineering
- Business services

Additionally the LEP recognises the importance of local distinctiveness by supporting employment and growth in key local business clusters, primarily:

Dudley-Visitor Economy  
Sandwell-Food and Food Technology  
Walsall- Health and Social Care  
Wolverhampton-Creative and cultural industries.

The Black Country LEP envisage the investment in support for the unemployed will create a strong workforce to underpin sub-regional economic growth and provide individuals with a sustainable route away from poverty. Investment will contribute to the Black Country Promoting Social Inclusion programme aspirations that include:

Increased skill levels of population, reduction in reported skills shortages and output gap.

## PART 5 FUNDING AND OUTCOMES

46. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

47. The contract will be for the value of £500,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £500,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	330	80	£ 26,400.00
RQ01 Regulated Learning			£ 240,219.00
NR01 Non Regulated Activity			£ 144,281.00
PG01 Progression Paid Employment (EMP)	99	600	£ 59,400.00
PG03 Progression Education (EDU)	26	300	£ 7,800.00
PG04 Progression Apprenticeship (EDU)	33	600	£ 19,800.00
PG05 Progression Traineeship (EDU)	7	300	£ 2,100.00
<b>Total of ESF Specification</b>			<b>£ 500,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **CHESHIRE AND WARRINGTON – MORE DEVELOPED**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP Background**

The Cheshire & Warrington Enterprise Partnership's Strategic Economic Plan and the European Structural Investment Fund (ESIF) Strategy represent a bold, ambitious and agreed economic growth agenda. The aim is to capitalise on the area's considerable growth potential; to become a £50bn economy by 2040, with employment opportunities for all those that want to work, and be recognised as a modern, strong and attractive location.

The design of the Cheshire & Warrington ESIF programme supports these wider objectives of the Strategic Economic Plan, with a strong intervention logic model based on opportunity and market failure. It is intended that delivery of the ESIF will have a substantial and lasting impact on the Cheshire and Warrington economy and its residents.

If Cheshire and Warrington is to achieve its economic potential, it requires all people of working age to make a positive contribution. This requirement is particularly pressing in the context of an ageing population which presents the prospect of a declining working age population over the next decade, for the first time in recent history.

As well as ensuring that there are sufficient highly skilled and adaptive people to fill the 120,000 new jobs that are forecast by 2040, there will also be replacement demand from over 230,000 jobs by 2025.

Replacement demand is the highest driver of future labour requirements in Cheshire and Warrington – particularly for manufacturing (35% of the workforce are 50+), public administration (33% of the workforce are 50+) and transport and communication (27% of the workforce are 50+). This replacement demand alone suggests a deficit of up to 60,000 graduates.

The forecast growth and replacement demand for labour will be a major challenge with a current population growth rate of 4.2% (barely half the national rate) and with only 160,000 young people aged 5 to 18 years old in our schools.

Although Cheshire and Warrington has not faced the scale of worklessness challenges reported in some other parts of the country, pockets of worklessness are present. There are persistent pockets of worklessness in the sub-region including high concentrations of unemployment in parts of Warrington, Ellesmere Port and Crewe.

Detailed information can be found in the Cheshire and Warrington Strategic Economic Plan <http://www.871candwep.co.uk/strategic-economic-plan/>

Details of the Cheshire and Warrington Employment and Skills Plan can be found at [www.871candwep.co.uk/resources/skills-education-plan/](http://www.871candwep.co.uk/resources/skills-education-plan/)

Details of the local ESIF Strategy can be found at:

<http://www.871candwep.co.uk/investment-programmes/european-structural-andinvestment-funds/>

**Local Authorities:**

Cheshire East  
Cheshire West and Chester  
Warrington

**Key Priorities:**

Latest Claimant Count figures (as at March 2018) show 10,565 people in Cheshire and Warrington claiming Jobseekers Allowance or Universal Credit with a requirement to seek work.

This can be broken down by area as

- Cheshire East 3,440 (33%)
- Cheshire West and Chester 3,960 (37%)
- Warrington 3,165 (30%)

There were (as at August 2017) 4,620 Employment and Support Allowance claimants in the Work-Related Activity Group, where work is feasible in the short to medium term.

This can be broken down by area as

- Cheshire East 1,550 (33%)
- Cheshire West and Chester 1,790 (39%)
- Warrington 1,280 (28%)

These groups, totalling c.15,000 people, will represent the main target groups to be supported with this Service.

There were also a further 19,360 Employment and Support Allowance claimants in the Support Group (for those people with the most severe conditions) who can also be included under this call where an appropriate holistic package of support can be developed to help them into work. However, a specific call for those with multiple and/or complex barriers is expected later in the summer under Investment Priority 1.4, and successful applicants are expected to work closely to avoid duplication.

Additionally, issues of particular concern include –

- 26% of people claiming Jobseekers Allowance or Universal Credit with a requirement to seek work are aged 50+
- 47% of Employment and Support Allowance claimants are categorised as having mental and behavioural disorders.

Other key groups include:

- People who are known to the Criminal Justice system or ex offenders,
- Victims of Domestic Abuse,
- People with Disabilities including Learning Disabilities that have not been previously diagnosed and Behaviour Disorders.

- People who are homeless or at risk of becoming homeless due to debt, family breakdown, addiction and substance misuse.
- Carers who have lost their partner and are bereaved
- People who live in isolated rural communities

Consortia/partnerships should be able to deliver holistic packages of support which will identify and tackle the barriers individuals face in moving into work (for example: confidence, lack of recent work experience, basic skills, job-related skills, job-seeking skills, or other material barriers such as childcare, language or debt).

Investment activity delivered under this Service should focus on those sectors identified in the Cheshire and Warrington Strategic Economic Plan:

- Manufacturing and advanced engineering
- Life sciences and pharmaceuticals
- Energy and environment
- Chemicals
- Financial and business services
- Logistics and distribution

IT and digital skills should be a key underpinning theme of all training packages.

Provision should also take account of other sectors with emerging recruitment needs and skills shortages, including construction, health and social care.

The Service must be easily accessible across the whole sub-region and therefore take account of the mixed geography of Cheshire and Warrington.

The Contractor will be required to identify a named contact who will meet regularly with Cheshire and Warrington LEP and, more specifically, provide updates to the Skills and Education Board to help ensure local accountability and employer involvement in shaping the delivery.

It is expected that a holistic “customer journey” of activity would include:

- Identification and engagement of participants
- Assessment of needs and action planning
- Linking to existing Careers Information, Advice and Guidance information and support
- Regulated and non-regulated learning
- CV writing, interview practice, job search
- Wraparound support to address personal and social barriers
- Employer engagement and job brokerage

Progression and sustainability into employment, apprenticeships or self-employment.

## **PART 5 FUNDING AND OUTCOMES**



48. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

49. The contract will be for the value of £6,600,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

## TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £6,600,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	4351	80	£ 348,080.00
RQ01 Regulated Learning			£ 3,172,152.00
NR01 Non Regulated Activity			£ 1,905,268.00
PG01 Progression Paid Employment (EMP)	1305	600	£ 783,000.00
PG03 Progression Education (EDU)	348	300	£ 104,400.00
PG04 Progression Apprenticeship (EDU)	435	600	£ 261,000.00
PG05 Progression Traineeship (EDU)	87	300	£ 26,100.00
<b>Total of ESF Specification</b>			<b>£ 6,600,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **COAST TO CAPITAL – MORE DEVELOPED**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP Background**

The Coast to Capital area has the 7th biggest economy in England and there are currently some of the highest employment rates and lowest unemployment rates ever seen in the region.

It is an international gateway region, with an economy, which benefits greatly from the growth and success of Gatwick airport and the businesses, which locate here because of the airport.

The regional economy is diverse, resilient and has progressed significantly due to excellent international links and a close integration with the London economy.

Our region derives its success from a network of interconnected economic hubs and has:

- Gatwick Airport at its heart,
- Strong economic integration with London through Croydon, the capital's fastest growing borough,
- A range of internationally recognised destinations including Brighton and Chichester,
- A constellation of towns with a variety of economic and residential offers,
- A beautiful landscape that makes a direct economic contribution, attracts visitors from around the world, and raises the quality of life of the region.

##### **Employment in the Coast to Capital area**

Coast to Capital is perceived to be an affluent area with high employment rates. However, there are areas of relative deprivation that include levels of unemployment and economic inactivity. Sections of the community such as lone parents and the disabled face additional challenges. In certain areas wage levels are low and the employment on offer may be low level, seasonal and insecure. Individuals often face multiple barriers: low and outdated skills, digital exclusion, health issues, and lack of affordable childcare or affordable transport.

The latest Annual Population Survey (APS) indicated that in the Coast to Capital area, unemployment was slightly higher than that of the South East of England as a whole. According to the Coast to Capital Economic Profile 2017 the unemployment rate in the region stands at 3.9% and figures from the 'Annual Population Survey' show the number of unemployed in the Coast to Capital region is currently standing around 41,300 people (equating to 3.9% of the area), from the period of October 2016 to September 2017. In addition, there are also 64,900 economically inactive people who have identified themselves as wanting a job.

There are very significant numbers of households who do not benefit from the job opportunities in the Coast to Capital area. There are wide variations at a local level and between male and female unemployment rates. Bringing those currently out of work back into the labour market across the Coast to Capital area, particularly in Croydon, Brighton and Hove, and the rural areas would further enable the Coast to Capital area to contribute to UK economic growth.

One of the recognised ways to address social mobility is to help unemployed and inactive people to secure employment. Feedback received from live ESF projects suggests that for many people who have been unemployed, or who have a track record of a variety of short-term, part-time working, securing and retaining meaningful employment can be a real challenge. Similarly, for many people a lack of experience in a relevant sector can be a particular barrier to securing employment.

Coast to Capital has an ageing population. This is a significant risk to the overall productivity of the working age population as the more productive age cohorts are forecast to grow at a much slower rate. In addition, current employment patterns amongst older workers do not give cause for optimism that this group will remain active within our economy.

Whilst it is difficult to accurately predict the impact on employment of the UK leaving the European Union, it is likely that there will be shortages of labour in lower skilled jobs. It is important to ensure the Coast to Capital area is providing the potential labour market with the skills and aspiration to access these jobs and in time to progress through a career pathway.

Coast to Capital Local Enterprise Partnership's new Strategic Economic Plan (SEP) 2018-30 for the area can be found at <http://www.coast2capital.org.uk>

In addition, proposed activity must fit with the Coast to Capital ESIF strategy which can be found at [http://www.coast2capital.org.uk/storage/downloads/esif\\_strategy-1475574393.pdf](http://www.coast2capital.org.uk/storage/downloads/esif_strategy-1475574393.pdf)

#### **Local Authorities:**

There are 17 Local Authorities within the Coast to Capital area made up of county councils, district and borough councils and a national park authority:

- Adur District Council
- Arun District Council
- Brighton & Hove City Council
- Chichester District Council
- Crawley Borough Council
- Croydon Council
- Epsom & Ewell Borough Council
- Horsham District Council
- Lewes District Council
- Mid Sussex District Council
- Mole Valley District Council
- Reigate & Banstead Borough Council
- South Downs National Park

- Surrey County Council
- Tanbridge District Council
- West Sussex County Council
- Worthing Borough Council

### **Key Priorities:**

#### **Geography**

The entire LOT Area. We are particularly keen to see delivery in Newhaven to meet the employment and skills needs of the Newhaven Enterprise Zone, which is a joint initiative between Coast to Capital and Lewes District Council.

Further information about the Enterprise Zone can be found at

<http://newhavenenterprisezone.com/> and an economic profile of Newhaven can be found here: [http://www.coast2capital.org.uk/storage/downloads/newhaven\\_economic\\_profile\\_2017-1505225183.pdf](http://www.coast2capital.org.uk/storage/downloads/newhaven_economic_profile_2017-1505225183.pdf)

Provision in Croydon and Lewes District must complement, and not duplicate, the ESF funded projects available through London LEP (Croydon is in both Coast to Capital and London LEPs) and the South East LEP (Lewes District is in both Coast to Capital and SELEP).

#### **Priority Qualifications**

Coast 2 Capital seek activity that provide the most appropriate learning pathways for the target groups whether regulated or non-regulated (bear in mind the credit level restrictions for training at L3 and higher.) The Contractor shall provide evidence of need for the learning pathways they propose to deliver.

#### **Sectors**

The new Coast to Capital SEP does not identify priority sectors but rather sectors where there are specialisms and strengths compared with the rest of the country.

<http://www.coast2capital.org.uk>. The Contractor will consider the employment and skills required for job roles in sectors, which are suitable for the target group the Contractor wishes to engage with and provide high quality skills training that is sustainable.

#### **Learner Type**

We seek applications that provide extra support for target groups whose circumstances mean they face particular challenges in getting back to work. This could include activities such as:

- support for women to increase their participation, particularly in occupations or sectors where women are under-represented.
- engagement of inactive people who may face particular barriers in gaining and retaining employment.
- support for Participants with disabilities and health conditions that assists them to tackle the barriers they face and provide them with the advice and training they need to integrate into the workplace.
- careers advice, up-skilling and re-training for older people that are looking to return to the labour market.

- basic skills and digital skills provision needed by unemployed and inactive Participants to enable them to find jobs and qualifications to enable them to progress into and through work.

## PART 5 FUNDING AND OUTCOMES

50. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

51. The contract will be for the value of £801,900.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £801,900.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	529	80	£ 42,320.00
RQ01 Regulated Learning			£ 385,150.00
NR01 Non Regulated Activity			£ 231,330.00
PG01 Progression Paid Employment (EMP)	159	600	£ 95,400.00
PG03 Progression Education (EDU)	42	300	£ 12,600.00
PG04 Progression Apprenticeship (EDU)	53	600	£ 31,800.00
PG05 Progression Traineeship (EDU)	11	300	£ 3,300.00
<b>Total of ESF Specification</b>			<b>£ 801,900.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### COVENTRY AND WARWICKSHIRE – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### **LEP background:**

In common with the UK as a whole the Coventry and Warwickshire (CW) area faces the challenge of ensuring sufficient vacancies for jobseekers and responding with sufficient flexibility to employer demand in the local labour markets. In some sectors there is an imbalance in the markets with low or no applicants for vacancies and in others high volumes or more applicants per vacancy. This mismatch needs to be effectively addressed.

Unemployment rates in the CWLEP area are falling, however there large variations in employment rates across the area. As employment opportunities for many will improve, there are some who will become isolated further without a robust and relevant intervention.

Evidence tells us that some individuals made redundant or already workless will find it difficult to (re)enter work without assistance and this means, as the job market improves, they will find it harder to compete with other jobseekers. Many communities, both geographical and of interest such as NEETS (young people not in education, employment and training), migrants, disabled people, some ethnic minority groups, lone parents and ex-offenders continue to be marginalised and require support to help them gain employment. (Un)employment rates for these groups reflect theses disadvantages.

CWLEP Skills priority sectors are:

Advanced Manufacturing and Engineering  
Construction  
Retail  
IT Services and digital creative  
Logistics  
Education  
Culture and tourism  
Health and social care

CWLEP Skills Strategy [https://www.cwlep.com/sites/default/files/skills\\_strategy.pdf](https://www.cwlep.com/sites/default/files/skills_strategy.pdf)

CWLEP ESIF Strategy

[https://www.cwlep.com/sites/default/files/coventry\\_and\\_warwickshire\\_esif\\_priority\\_chapters\\_dec\\_2016\\_vfinal.pdf](https://www.cwlep.com/sites/default/files/coventry_and_warwickshire_esif_priority_chapters_dec_2016_vfinal.pdf)

##### **Local Authorities:**

Coventry City Council  
Warwickshire County Council (upper tier)  
North Warwickshire Borough Council  
Nuneaton and Bedworth Borough Council

Rugby Borough Council  
Stratford on Avon District Council  
Warwick District Council (5 x lower tier)

**Key Priorities:**

The Service will prioritise tackling inequality in the labour market and will concentrate on inequality for some marginalised groups, geographical discrepancies and those suffering worklessness due to ill health.

Activity may include providing additional and innovative programmes to specific target groups such as disabled people or people with health barriers (including mental health issues), people with caring responsibilities, lone parents, ethnic minorities, ex-service personnel, ex-offenders, care leavers and those from households with inter-generational worklessness.

Priority should be given to:

- training for those who need to upgrade their skills or learn new skills (including basic skills and English for speakers of other languages) to compete in the local labour market and adapt to changes in the economy;
- providing access to transport where this is a barrier to taking up a job;
- providing advice, guidance and support, adding value to National Careers Service where appropriate, in order to help people make better informed choices, and in particular to take account of the jobs available in the local area;
- targeting specific careers advice at women to help them make informed career choices;
- using self-employment as a route out of worklessness.. This can be a particularly helpful option where an individual is struggling to find work with an employer, either because they lack experience or because they face discrimination.

## **PART 5 FUNDING AND OUTCOMES**

52. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

53. The contract will be for the value of £2,250,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### **TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £2,250,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1484	80	£ 118,720.00
RQ01 Regulated Learning			£ 1,081,316.00
NR01 Non Regulated Activity			£ 649,464.00
PG01 Progression Paid Employment (EMP)	445	600	£ 267,000.00
PG03 Progression Education (EDU)	119	300	£ 35,700.00
PG04 Progression Apprenticeship (EDU)	148	600	£ 88,800.00
PG05 Progression Traineeship (EDU)	30	300	£ 9,000.00
<b>Total of ESF Specification</b>			<b>£ 2,250,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.



## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **CUMBRIA – TRANSITION**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP background**

Cumbria is the second largest county in England and constitutes around 48% of the land mass of the north west. The county is home to 500,000 residents, with a workforce of 236,000 who are employed in 21,375 VAT/ PAYE registered enterprises

##### **Cumbrian Economy**

In the past decade Cumbria's economy has grown faster than nationally, with growth of 46.1% in Gross Value Added (GVA) between 2002 and 2012 and was the 4th fastest growing sub region in the UK.

Headline GVA for Cumbria at current basic prices stood at £8,578m in 2012. Much of this growth has been driven by West Cumbria, where manufacturing performance has been particularly strong due to the stability of major manufacturing operations.

Although manufacturing GVA in West Cumbria (Allerdale, Barrow and Copeland) has performed well in the past decade, East Cumbria (Carlisle, Eden, South Lakeland) still provides the higher share of Cumbria's GVA with 56% compared to West Cumbria's 46%.

Cumbria is home to a number of large, multinational companies who are major employers, and whose impact spreads much wider through their supply chains.

Notwithstanding the significance of the large employers, our SMEs do provide the backbone of the Cumbrian economy, with 99.7% of businesses employing fewer than 250 people.

##### **Priorities**

##### **Advanced Manufacturing**

Cumbria has a long industrial heritage and manufacturing companies continue to be significant employers. Two of the UK's largest industrial sites are located in the county, involving the nuclear industry at Sellafield in West Cumbria and the submarine shipyard operated by BAE Systems at Barrow-in-Furness.

Other production units operated by multinational companies can be found throughout the county, including Pirelli Tyres, Nestlé, United Biscuits, Iggesund Paperboard, Kimberley-Clark, Heinz, Sealy Beds, GSK bio-pharmaceuticals, Innovia Films and Siemens sub-sea technologies.

##### **Nuclear and Energy Excellence**

The nuclear industry is one of Cumbria's and the UK's key assets, with a hard-won global reputation for excellence and innovation. Sellafield employs around 10,000

people, over half the UK's nuclear workforce, with thousands more in the supply chain in market-leading local companies

### **Rural and Visitor**

Cumbria has some of the most sparsely populated areas in the country, which presents economic challenges for sustaining rural communities. However, the rural nature of the county is also one of its best assets. Cumbria is a place of magnificent land and seascapes and tremendous resources. Its topography, location, economic structure and population distribution combine to make it a unique economic area.

The Lake District National Park attracts millions of visitors each year and is widely recognised as one of the most scenic areas of England. The landscape has iconic status due to its association with famous artists and poets including William Wordsworth and Beatrix Potter. Cumbria also contains part of the Yorkshire Dales National Park. The west of the county has a stunning coastline that presents opportunities for economic growth. The north of the county hosts a significant part of Hadrian's Wall, a designated World Heritage Site since 1987, and the historic city of Carlisle

### **M6 Connectivity**

In the UK and Eire context, North Cumbria is at the geographical centre for distribution and redistribution with ample land in key locations to increase storage and warehousing facilities. Logistics currently only represents just over 4% of employment and GVA in the county, but forecasts show potential for 6% growth in employment by 2024 - more than double the projected rate of employment growth across all sectors. Carlisle is the home of the iconic Eddie Stobart brand and Stobart Group, and both are a huge asset to the county.

The M6 provides the strategic route through the county with the connections via the A66 and A590 to the industrial areas in West Cumbria and the Furness peninsula. The recently completed Carlisle Northern Development Route improves the road connectivity to West Cumbria from the north. Although there is good rail connectivity within the county, more needs to be done to improve our infrastructure assets to ensure access to global markets.

These priorities are underpinned by 4 key economic drivers:

- Business Support
- Infrastructure
- Environmental Sustainability; and
- Skills development

These drivers are essential to grow the whole economy and in particular to maximise key economic assets for Cumbria.

More detail on these priorities and the skills investment plan supporting our ambitions can be found here:

Strategic Economic Plan - <http://www.thecumbrialep.co.uk/wp-content/uploads/2018/02/Cumbria-LEP-final-report-1-April-2014.pdf>

**Local Authorities:**

The service will be delivered within the Cumbria LEP area which is made up of:

- Allerdale
- Barrow in Furness
- Carlisle
- Copeland
- Eden
- South Lakeland

**Key Priorities:**

DWP evidence shows that an estimated 40% of customers claiming JSA/UC will move into work within the first 13 weeks of their claim through the support of their DWP Work Coach and will not require any further intervention.

Industry focussed unemployment initiatives and employer led work academies could fill a worthwhile purpose in helping the other 60% to find work (there will also be a cohort of individuals in the county who are not claiming benefits but who are looking/eligible for work; they too may be suitable for this kind of support).

The Service must develop effective progression pathways into employment within LEP priority sectors.

The Service must reflect the profile of unemployment rates Cumbria as set out here <https://www.cumbriaobservatory.org.uk/> . In particular, the Service should reflect the needs of 18-29 year olds and 50+ cohort.

In particular the Service should include support and progression for disadvantaged and under-represented groups including, but not limited to:

- unemployed (including long term unemployed)
- inactive
- ethnic minorities
- Female participants
- Participants without basic skills
- Participants with a disability or health problems
- Participants who are lone parents
- Offenders
- Care Leavers

**PART 5 FUNDING AND OUTCOMES**

54. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

55. The contract will be for the value of £2,385,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

#### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £2,385,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1573	80	£ 125,840.00
RQ01 Regulated Learning			£ 1,146,216.00
NR01 Non Regulated Activity			£ 688,444.00
PG01 Progression Paid Employment (EMP)	472	600	£ 283,200.00
PG03 Progression Education (EDU)	126	300	£ 37,800.00
PG04 Progression Apprenticeship (EDU)	157	600	£ 94,200.00
PG05 Progression Traineeship (EDU)	31	300	£ 9,300.00
<b>Total of ESF Specification</b>			<b>£ 2,385,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### DORSET – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### **LEP background:**

In 2017 population estimates suggest a population of 770700 across Dorset. Of these 453000 are aged 16-64. Of these 383900 are economically active. Of the economically inactive (89200) 19400 want a job. These are people not in employment who want a job but are not classed as unemployed because they have either not sought work in the last four weeks or are not available to start work.

Dorset is good at employing its people. In 2017, it achieved average employment and unemployment rates of 77.8% and 2.9% respectively, compared with 74.7% and 4.4% for the equivalent UK averages. It also has a number of key businesses and sectors, with good ties into supply chains in, amongst others, marine engineering and aerospace, financial and business services, creative and digital services, consumer products, and innovative new technologies in health, welfare and ageing.

The Dorset LEP strategic economic plan can be found here: <http://dorsetlep.co.uk/local-delivery/strategic-economic-plan/>

The ESIF Strategy can be found here: <http://dorsetlep.co.uk/funding/eu-funding/>

More data can be found here:

<https://www.nomisweb.co.uk/reports/lmp/lep/1925185572/report.aspx>

There are twelve areas (out of a total of 249) in Dorset within the top 20% most deprived nationally for multiple deprivation. Nine of these are within the urban borough of Weymouth and Portland, two are in Christchurch and one in West Dorset. 23 of Dorset's neighbourhoods are in the 20% most deprived nationally in relation to education<sup>1</sup>

##### **Local Authorities:**

The current Local Authority areas are:

- Dorset County
- East Dorset,
- North Dorset,
- Purbeck,
- West Dorset,
- Weymouth & Portland,
- Bournemouth,
- Poole
- Christchurch

From April 2019 Dorset will be served by:

- Dorset Council
- Bournemouth, Poole and Christchurch Council

**Key Priorities:**

There should be a focus on these sectors to encourage employment:

Advanced Engineering & Manufacturing (including Aerospace and Marine)

- Care-tech (Care and Med-tech)
- Creative & Digital Industries
- Energy
- Financial Services & Insurance
- Nuclear
- Rural productivity (including Agri-tech)
- Tourism & Leisure

These are the priority sectors which have high growth potential in Dorset.

We would like there to be an upskilling at all levels but there should also be a focus on mental health barriers

## PART 5 FUNDING AND OUTCOMES

56. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

57. The contract will be for the value of £450,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £450,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	297	80	£ 23,760.00
RQ01 Regulated Learning			£ 216,066.00
NR01 Non Regulated Activity			£ 129,774.00
PG01 Progression Paid Employment (EMP)	89	600	£ 53,400.00
PG03 Progression Education (EDU)	24	300	£ 7,200.00
PG04 Progression Apprenticeship (EDU)	30	600	£ 18,000.00
PG05 Progression Traineeship (EDU)	6	300	£ 1,800.00
<b>Total of ESF Specification</b>			<b>£ 450,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **GREATER CAMBRIDGESHIRE AND GREATER PETERBOROUGH – MORE DEVELOPED**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP Background:**

The economic geography of Greater Cambridge Greater Peterborough (GCGP) is complex and diverse. The region is a high net contributor to the Exchequer and the cities of Cambridge and Peterborough are amongst the fastest growing in the country. However, this success has not been achieved across all areas and there are areas of deprivation that the LEP European Structural and Investment Funds (ESIF) Strategy is seeking to address.

The impact of unemployment on the wellbeing of individuals and communities is well understood. Therefore, a theme of the ESIF Strategy focusses on supporting people into employment. The ESIF Strategy highlights a lack of relevant experience and relevant qualifications as being frequently cited by local businesses as reasons for not recruiting those out of work. Therefore, people looking for work need the right qualifications and experience to enter the workplace; this causes particular difficulties for those who have recently left education with low levels of qualifications. Within the wider adult population, issues related to health and disability represent significant barriers and there is also a need to look at the flexibility of working which is major concern – especially for young women. Some minority ethnic groups are under-represented in the workplace. There are also language barriers which prevent adults from utilising their existing qualifications to gain employment, and in Peterborough, King's Lynn and parts of Cambridgeshire there are significant challenges around young people where English is not their first language or are new arrivals to the area.

The former GCGP LEP area already has a number of established opportunities and activities, to support those people who need additional support to prepare for, find and sustain employment. Provision is not consistent across the geography. However, some areas will have access to services not available in others. In Peterborough, we have a pilot project that supports a Health and Social Care pathway and Peterborough is expected to be one of 5 areas receiving Integration funding from Ministry of Housing Communities and Local Government (MHCLG).

The Combined Authority is currently in the process of developing their skills strategy. This will be informed by the work of the Cambridgeshire and Peterborough Independent Economic Review (CPIER). The full report will be available shortly. The final report will set out the context and economic potential of the Combined Authority area and will be used to inform strategic investments and the future work of the Combined Authority.

Previously, the LEP had commissioned a report to support the Area Review in December 2016 and provide partners and providers with a summary of 'Skills Conclusions' for the local area. This provides detail on key occupations that are

underpinning our economy. Alongside it sits a report on the vacancies (and common skills requested in adverts) over the last year across our area.

If you would like to receive a copy of the areas ESIF Strategy, Area Review Skills Conclusion, and Emsi reports on local job posting and the local business profile please contact: [info@cambridgeshirepeterborough-ca.gov.uk](mailto:info@cambridgeshirepeterborough-ca.gov.uk) (stating ESF Funding in the subject line) or call 01480 277180 and ask to speak to someone in the ESF team

The Combined Authority has a number of key strategic partners and would want to ensure the Contractor work closely with them to maximise the impact of activity, avoid duplication with existing provision and support local implementation. This would include our neighbouring LEPs, government agencies and local groups and networks. The exact bodies will vary by specification, but we would expect to hold joint briefing sessions for the Contractor to inform the development of the LEP delivery plan. If activity delivers across shared area with other LEPs we will need to manage this in partnership with the LEP to ensure we avoid confusion and duplication.

A key component part of this proposal is that it complements the existing ESF funded contracts that work with those furthest away from the job market, other activity that is subject to funding decisions and compliments DWP provision. It is expected that the Contractor will be aware of current local activity and ensure there is no duplication.

In addition, we have calls that are in progress that will also be addressing the same client group if bids are approved. This is for;

- Integrated Employment Triage and Support Service for adults in Greater Cambridge Greater Peterborough area; and
- Specialist Employment Services for People with Learning Disabilities in the Greater Cambridge, Greater Peterborough LEP area

A partnership approach and ability to vary the offer across different local authorities to address gaps on the offer is key.

#### **Local Authorities:**

The LEP area covers 14 Local Authority districts. South Lincolnshire is a relatively recent addition to our area and ESF funds to support South Holland and South Kesteven were allocated to Lincolnshire LEP. In addition, we have the Cambridgeshire & Peterborough Combined Authority that makes up 6 of the 14 Local authority districts within our area. The Whole of the Combined Authority area is contained within this LEP area. With the exception of Rutland, all other local authority areas are also part of another neighbouring LEP. The Wider LEP foot print can be seen below.

The target area for this LOT;

#### **Cambridgeshire & Peterborough Combined Authority area**

- Fenland
- Huntingdonshire
- East Cambridgeshire
- Cambridge and



- South Cambridgeshire
- Peterborough

**Other areas included which form part of the wider LEP area are;**

- Rutland
- West Norfolk & Kings Lynn
- St Edmundsbury
- Forest Heath
- The borders of South Holland & South Kesteven are eligible areas to support the delivery of provision BUT only where this focuses on the north side of the Combined Authority Area e.g. Peterborough or around Rutland. Any bids focused solely on the South Lincolnshire should be routed towards the Lincolnshire LEP call.

North Hertfordshire will be covered by the Hertfordshire LEP and Uttlesford will be covered by South East London LEP, for the purpose of this national call.

### **Key Priorities:**

A key focus of the Combined Authority is supporting the economic growth across our market towns. We would therefore welcome proposals that target residents in the following areas;

- St Neots
- Chatteris
- March
- Littleport
- St. Ives
- Whittlesey
- Ramsey
- Ely
- Soham
- Huntingdon
- Wisbech (garden town)

We would particularly welcome more employability support in Cambridge, Huntingdon and Fenland.

The following are sectors of importance either in terms of economic growth or skills needs generally across the area.

- Agriculture & Food
- Advanced Manufacturing
- Life Sciences
- Logistics
- IT & Digital
- Health & Social Care
- Construction

However, we would urge provision targeted at the unemployed to focus on creating pathways to employment and as such vacancy data is more relevant than the priority sector.

### Target Group

There are also specific target groups that we feel would benefit from additional support;

- Lone parents
- 50+ (Fuller Working Lives)
- Women returners
- Care leavers
- Autism/learning disability – supported employment
- Informal carers
- Those with mental health needs

## PART 5 FUNDING AND OUTCOMES

58. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

59. The contract will be for the value of £2,623,172.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £2,623,172.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1730	80	£ 138,400.00
RQ01 Regulated Learning			£ 1,260,554.00
NR01 Non Regulated Activity			£ 757,118.00
PG01 Progression Paid Employment (EMP)	519	600	£ 311,400.00
PG03 Progression Education (EDU)	138	300	£ 41,400.00
PG04 Progression Apprenticeship (EDU)	173	600	£ 103,800.00
PG05 Progression Traineeship (EDU)	35	300	£ 10,500.00
<b>Total of ESF Specification</b>			<b>£ 2,623,172.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### GREATER LINCOLNSHIRE – TRANSITION

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

Greater Lincolnshire has a population just over one million, dispersed over a large land mass almost double the size of Cornwall. There are around 44,000 businesses in the area and over 90% of these businesses have fewer than 10 employees. As a consequence engaging with employers across the whole of the LEP area can be challenging. Finding viable cohort sizes in our many rural economies is a well-known local barrier to learning.

The economy of Greater Lincolnshire has many strengths and the LEP's place marketing tool [www.marketinglincolnshire.com](http://www.marketinglincolnshire.com) highlights some of these advantages.

The Greater Lincolnshire Strategic Economic Plan, related sector strategies and the European Structural Investment Fund strategy are available on the website <https://www.greaterlincolnshirelep.co.uk/priorities-and-plans/strategies-and-plans/>

The skills section of the LEP website has additional research including a large evidence base collected for the Area Review. See <https://www.greaterlincolnshirelep.co.uk/priorities-and-plans/priorities/priority-skills/>

The LEP has a number of private sector led Boards that contribute to its strategies, including the Employment and Skills Board, the Manufacturing Board, the Food Board and the Visitor Economy Board.

The Employment and Skills Board (ESB) works with a large number of stakeholders with the aim of influencing the training offer to business and residents so that it better meets local need.

There are significant and growing numbers of high value jobs in the LEP area and forecasts show that future job vacancies will require practical and technical skills *at a higher level than those currently held by the local labour market*. An ageing workforce adds to the challenge. Recent analysis of local Level 3 technical learning in relation to the availability of Level 3 technical jobs shows a mismatch.

In order to boost the economy and create the workforce that can fill the 200,000 job vacancies that are predicted to be available over the next ten years (as our industries grow, and as people retire) the LEP seeks to upskill all residents, in all sectors, across all communities. Those with no qualifications progressing to a Level 1 or 2 qualification that prepares them for work in our growing sectors, whilst those with a Level 2 supported to achieve a Level 3 or higher, those with a Level 3 to be supported into Level 4. Job and apprenticeship vacancies exist in a wide range of occupations at various skills levels, as well as supervisor and manager positions, including driving, construction, engineering, food processing, hospitality, nursing and other health and care roles, teaching, welding and many more. Some of our most important sectors suffer from traditional 'old fashioned' stereotypes that mean young people are not aware of the technological advances and great opportunities within them. These stereotypes must be

challenged. It has been found that unemployed people, including graduates, are not aware of the array of jobs and careers available in the area and are uninspired by what they (incorrectly) believe is on offer.

**Local Authorities:**

Lincolnshire made up of 7 District Authorities:

Boston Borough Council

East Lindsey District Council

City of Lincoln Council

North Kesteven District Council

South Holland District Council

South Kesteven District Council

West Lindsey District Council

North Lincolnshire

North East Lincolnshire

The Service must deliver in the entire LOT Area. The LEP seeks delivery in each Local Authority area proportionate to the volume of unemployed individuals and job vacancies. The LEP does not seek delivery that only covers the areas of greatest population density.

**Key Priorities:**

The LEP's main growth sectors for focus on this LOT are:

- Agri-food (food and drink manufacturing, agriculture, agri-tech),
- Manufacturing, (including engineering),
- The visitor economy (incorporating hospitality, leisure and retail across the whole LEP offer, not just coastal)
- Health & Care
- The low carbon sector, (including off-shore wind operations),
- Ports and logistics.

The Contractor must ensure that the skills needs of these sectors are taken into account when developing training programmes for unemployed Participants to enable them to progress into sustained employment. These will be developed by understanding what employers need, and will include technical as well as 'classroom' skills.

There is a seasonal impact on employment within the coastal area and the LEP would like to see an increase in sustainable employment.

In addition there are specific local employability skills gaps: written skills, team working, good customer handling, oral (communication) skills, problem solving, basic computer literacy and advanced IT skills (*source: UKCES Employer Skills Survey 2013*) which activity should be designed to address.

As part of the Services, the Contractor will be required to produce a development plan in response to the LEPs needs to identify additional activities, with identified roles and responsibilities and named contacts. The plan will be agreed and revised with the LEP

on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP. There will be a template for the development plan, which will be a minimum requirement for the Contractor.

## PART 5 FUNDING AND OUTCOMES

60. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

61. The contract will be for the value of £3,150,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £3,150,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2077	80	£ 166,160.00
RQ01 Regulated Learning			£ 1,513,685.00
NR01 Non Regulated Activity			£ 909,155.00
PG01 Progression Paid Employment (EMP)	623	600	£ 373,800.00
PG03 Progression Education (EDU)	166	300	£ 49,800.00
PG04 Progression Apprenticeship (EDU)	208	600	£ 124,800.00
PG05 Progression Traineeship (EDU)	42	300	£ 12,600.00
<b>Total of ESF Specification</b>			<b>£ 3,150,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### GREATER MANCHESTER – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

Greater Manchester (GM) is one of the country's most successful city-regions. Home to more than 2.7 million people and with an economy bigger than that of Wales or Northern Ireland, our vision is to make GM one of the best places in the world to grow up, get on and grow old.

The GM LEP covers the same area as that of the Greater Manchester Combined Authority (GMCA), covering the 10 Local Authority (LA) areas of Bolton, Bury, Manchester, Oldham, Rochdale, Salford, Stockport, Tameside, Trafford and Wigan.

The Greater Manchester Strategy (GMS), called '*Our People, Our Place*', is a long term blueprint for the future which sets clear priorities for delivering our ambitions for economic growth and public service reform. The plan looks at ten priority areas which affect all GM residents and details how life will be improved for all who live in the city-region, from being ready for school, to starting work and growing old, as well as everything else in between. (<https://www.greatermanchester-ca.gov.uk/ourpeopleourplace>)

This specification is primarily responding to challenges under **GMS Priority 3 – Good jobs, with opportunities for people to progress and develop**, supports the delivery of a number of priorities within the GM Work and Skills Strategy 2016-2019 ([https://www.greatermanchester-ca.gov.uk/info/20003/education\\_and\\_skills](https://www.greatermanchester-ca.gov.uk/info/20003/education_and_skills)) and contributes towards aspirations laid out in GM ESIF Investment Plan.

The Service must be complimentary to the current Greater Manchester Working Well (Work & Health), the Working Well (Early Help) programme which will be operational from early 2019 and devolved Adult Education Budget activity which will be delivered across Greater Manchester from August 2019. It must also be responsive to programmes currently in development.

##### Local Authorities:

The Services will be delivered within the Greater Manchester Local Enterprise Partnership area. The Contractor must deliver the Services across all of the ten local authority areas within Greater Manchester.

- Bolton
- Bury
- Manchester
- Oldham
- Rochdale
- Salford
- Stockport
- Tameside

- Trafford
- Wigan

### **Key Priorities:**

#### **Priority Groups:**

- aged 19+
- able to access support delivered in the ten GM Local Authority areas (as above), with priority being given to those whose home postcode falls within the GMLEP area, and
- unemployed (or inactive (including not in receipt of benefits), or claiming Universal Credit and not in full-time education) employment status is on the day intervention starts, and self-declare as having had limited recent experience of employment, and
- have a skills or training need that is identified as a barrier to their gaining sustainable employment.

The Service should extend to programmes which address, complement and add value to the support offered to individuals with complex barriers. Delivering meaningful qualifications rather than generic employability training, e.g. certificates and awards in welding, food and drink, lean manufacturing and adult health care, but not customer service and business administration. Where progression is into education, it should be towards full qualifications, ideally at a technical level.

As part of the Services, the Contractor must produce a development plan in response to the LEPs needs to identify additional activities, with identified roles and responsibilities and named contacts which will be agreed and revised with the LEP on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement.

## **PART 5 FUNDING AND OUTCOMES**

62. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

63. The contract will be for the value of £9,920,400.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### **TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £9,920,400.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	6540	80	£ 523,200.00
RQ01 Regulated Learning			£ 4,767,768.00
NR01 Non Regulated Activity			£ 2,863,632.00
PG01 Progression Paid Employment (EMP)	1962	600	£ 1,177,200.00
PG03 Progression Education (EDU)	523	300	£ 156,900.00
PG04 Progression Apprenticeship (EDU)	654	600	£ 392,400.00
PG05 Progression Traineeship (EDU)	131	300	£ 39,300.00
<b>Total of ESF Specification</b>			<b>£ 9,920,400.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.



## PART 4: LOCAL SERVICE REQUIREMENTS

### HERTFORDSHIRE – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

Unemployment remains low in Hertfordshire. In the year to May 2018, 0.85% of all economically active 16-64 year olds were unemployed (claiming JSA) with 1.5% of all economically active claiming JSA/Universal Credit – the lowest rate for ten years. Hertfordshire's unemployment rate remained well below the East of England and England average and the fourth lowest rate of all 38 LEP areas.

However, the percentage of people claiming JSA has been above the national average in Stevenage for the past six years. In May 2018, 1.5% of working age people living in Stevenage were claiming JSA with 2% claiming JSA/Universal Credits. The rate of JSA claimants in Broxbourne is also above the Hertfordshire average with 1.1% claiming JSA and 2.1% claiming JSA/Universal Credits. Both Watford and Welwyn Hatfield have JSA claimant rates lower than the Hertfordshire average but have higher than Hertfordshire average for those claiming JSA/Universal Credits. In other Hertfordshire districts, JSA claimant rates are as low as 0.6% in both St Albans and East Herts with associated JSA/Universal Credit rates of 1.4% & 0.8%.

Hertfordshire Local Enterprise Partnership has worked with Hertfordshire County Council and DWP to develop a revised [Skills Strategy for Hertfordshire](#). A key theme within the strategy is skills to drive growth i.e. working with businesses and training providers to improve the skills of both the existing workforce and the future labour market in order to sustain economic growth. Another key theme within the strategy is working towards fuller employment, i.e. supporting vulnerable adults into employment, increasing the available workforce and enabling priority groups to maximise their potential. The skills strategy builds on the aspirations set out in the [Hertfordshire ESIF Strategy](#) which was updated in 2016.

The proposed activity will help unemployed people and those economically inactive to address skills related barriers and progress into sustainable employment. As the economy continues to recover, there is a risk that those not in work may lack the skills employers require. The service will therefore, also have a focus on providing the targeted individuals with the vocationally related skills they need to compete in the local labour market meeting the needs of employers.

Ensuring our workforce has the right skills to encourage future economic growth lies at the heart of delivering the vision set out in the Hertfordshire Local Enterprise Partnership (LEP) [Strategic Economic Plan \(SEP\)](#). This will also be a central theme in our proposed local Industrial Strategy. Skills Support for the Unemployed will be an important element in achieving this vision.

The Hertfordshire Skills Survey showed that nearly half of employers identified skills gaps with 45% of local businesses stating that skills gaps were important factors affecting their competitiveness. Our aspiration is to work with businesses, Higher Education (HE), Further Education (FE) and other training providers to improve the skills of those currently inactive in the labour market ensuring a better matching of skills to business needs in order to sustain economic growth.

**Local Authorities:**

Hertfordshire County Council  
Broxbourne Borough Council.  
Dacorum Borough Council.  
East Herts Council.  
Hertsmere Borough Council.  
North Hertfordshire District Council.  
St Albans City and District Council.  
Stevenage Borough Council. Website.  
Three Rivers District Council  
Watford Borough Council  
Welwyn Hatfield Borough Council

**Key Priorities:**

The Contractor must work in partnership with the contracted provider for the DWP Opt-in ESF provision in Hertfordshire to ensure an integrated service provision to the eligible target groups.

The Contractor will seek to co-locate service provision alongside delivery hubs based in Stevenage and Broxbourne areas, established by the successful DWP Opt-in ESF Contractor. We also envisage outreach to cover other areas such as Watford, Hatfield and Hemel Hempstead.

The Services must work in partnership with the Contractor for the ESFA Opt-in Skills for Growth provision to ensure continuity of support for those Participants who have achieved progression into employment.

The Services must provide specific and tailored services to unemployed and inactive Participants with a particular focus on the following hard to reach groups;

- People with disabilities
- BAME (black, Asian and ethnic minority) groups
- People with health conditions
- Lone parents
- People aged over 50
- Homeless
- Carers returning to the labour market

The LEP has identified the following priority sectors as key to its aim of driving economic growth within the county;

- Construction – with potential for significant increases in the building of residential units as well as the regeneration of a number of our urban centres, i.e.

Stevenage, Hatfield, Hemel Hempstead, Watford, Bishop Stortford there will be a need to upskills existing staff re modern methods of construction

- High-end logistics – which is growing very quickly, particularly in servicing London-based households and businesses, and increasingly generates higher quality jobs
- Film and digital media – noting that Hertfordshire has world class assets in the form of Leavesden (home of Warner Bros) and Elstree;
- Life Sciences/advanced manufacturing/engineering and IT – including life sciences, defence and aerospace companies, software, ICT and telecoms services, equipment producers and communications integrators;
- Financial and business services – where there are opportunities to accommodate national headquarters and also regional offices serving southern England: Watford, St Albans, Cheshunt, Hemel Hempstead can all claim notable businesses in this context.

In addition to the above, the LEP realises the importance of employment growth sectors such as hospitality, health & social care, retail and other service based sectors, however prioritises activity which supports progression into employment within those listed above.

As part of the Services, the Contractor will be required to produce a development plan in response to the LEPs needs to identify additional activities, with identified roles and responsibilities and named contacts. The plan will be agreed and revised with the LEP on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP. The LEP will agree a template for the development plan, which will be a minimum requirement for the Contractor.

## PART 5 FUNDING AND OUTCOMES

64. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

65. The contract will be for the value of £908,339.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £908,339.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	599	80	£ 47,920.00

RQ01 Regulated Learning			£ 436,342.00
NR01 Non Regulated Activity			£ 262,077.00
PG01 Progression Paid Employment (EMP)	180	600	£ 108,000.00
PG03 Progression Education (EDU)	48	300	£ 14,400.00
PG04 Progression Apprenticeship (EDU)	60	600	£ 36,000.00
PG05 Progression Traineeship (EDU)	12	300	£ 3,600.00
<b>Total of ESF Specification</b>			<b>£ 908,339.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### HUMBER - TRANSITION

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

Skills levels in the Humber are improving but there is still much to do to close the productivity gap, address the low skills equilibrium and create a workforce that can maximise the opportunities presented by new private sector investments.

Despite improvements in skills levels, the Humber continues to be behind national averages for those with qualifications at level four and above and a higher percentage of the population have no qualifications. Low productivity and skills shortages affect some major sectors, posing a risk for the future.

Similarly, supporting people to access employment remains a priority to support local growth. As at December 2017, the employment rate of 73.5% in the Humber was below the national average for those aged 16-64 (74.9%), with Hull and North East Lincolnshire having the lowest at 69.5% and 69.9% respectively. Claimant counts from May 2018 reflect a similar picture with the Humber's claimant count of 2.9% being in excess of the regional (2.5%) and national averages (2.2%).

The Humber ESIF Strategy, Humber Employment and Skills Strategy and Humber Strategic Economic Plans all recognise the importance of employment and skills to local growth. Links to these strategies are provided below:

Humber ESIF Strategy: <http://www.humberlep.org/strategies-and-deals/european-structural-and-investment-funds-strategy/>

Humber LEP Employment and Skills Strategy:  
<http://www.humberlep.org/skills/employment-and-skills-strategy/>

Humber SEP: <http://www.humberlep.org/strategies-and-deals/the-humber-strategic-economic-plan/>

Like all Local Enterprise Partnerships, we are in a transition phase which is seeing the development of our Local Industrial Strategy, which builds on the work we have done through our Strategic Economic Plan. Research indicates a movement in some of our traditional sectors as well as a range of opportunities in new and emerging sectors. The Humber LEP has developed a Blueprint for a Humber Industrial Strategy which was launched in June 2018. This can be found at: <http://www.humberlep.org/lep-launches-blueprint-for-future-of-the-energy-estuary/>

##### Local Authorities:

Hull City Council  
East Riding of Yorkshire Council  
North Lincolnshire Council  
North East Lincolnshire Council

**Key Priorities:****Geography**

The Service should cover the whole of the Humber Geography and the Contractor must ensure that there is equal access to opportunity in each of the Local Authority areas. Geographical coverage will be reviewed as part of the project steering group.

**Priority qualifications/Sectors**

Recognising the gap between Participants holding higher level skills and the new emerging job roles in the Humber that require these skills, the Service is also looking to promote pathways to access higher level opportunities and to support Participants to progress.

**Learner Type**

The focus should be on the progression of Participants from Level 2 to Level 3 and beyond, supporting them to achieve higher level skills to enable them to gain and progress in employment. It is anticipated that the majority of Participants supported will be those that are in receipt of benefits but with some support will be able to gain employment within a limited time period. There are a number of other programmes in the Humber which are focusing on those that are the furthest from the labour market and the Contractor must be mindful of the potential for duplication.

**Governance**

The Contractor shall take part in a quarterly project Steering Group which will include the Humber LEP, provider partners and other relevant stakeholders. The Contractor will provide quarterly reports to the Humber LEP which will be fed into its Employment and Skills Board. Data provided should be broken down to Local Authority area.

**PART 5 FUNDING AND OUTCOMES**

66. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

67. The contract will be for the value of £300,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

**TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £300,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	198	80	£ 15,840.00

RQ01 Regulated Learning			£ 144,169.00
NR01 Non Regulated Activity			£ 86,591.00
PG01 Progression Paid Employment (EMP)	59	600	£ 35,400.00
PG03 Progression Education (EDU)	16	300	£ 4,800.00
PG04 Progression Apprenticeship (EDU)	20	600	£ 12,000.00
PG05 Progression Traineeship (EDU)	4	300	£ 1,200.00
<b>Total of ESF Specification</b>			<b>£ 300,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### LANCASHIRE - TRANSITION

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

The Lancashire Local Enterprise Partnership (LEP) spans the areas supported by Lancashire County Council, Blackburn with Darwen Unitary Authority and Blackpool Unitary Authority. The LEP is home to a population of 1,485,042 people, just over one fifth of the North West total (20.6%). The economy is a mix of urban, rural and coastal communities. There are 52,100 businesses in Lancashire, of which 98% are SMEs.

The LEP's Strategic Economic Plan sets out the growth ambitions for the next 10 years providing a clear focus on realising the potential of the whole of Lancashire. The focus is to foster the right conditions for growth: to invest in innovation, skills, enterprise and infrastructure, to accelerate the achievement of its full economic potential. As the fourth largest economy in the north of England, Lancashire offers, through its ESIF Strategy, a mechanism to use ESI Funds to invest in opportunities that will support economic growth and well-being.

A key priority for the LEP is skills & employment; recognising the LEP's role in enabling and achieving a better balanced, skilled and inclusive labour market which underpins and contributes to economic well-being and growth across the County. The Lancashire Skills and Employment Strategic Framework is structured into 4 themes: Future Workforce, Skilled & Productive Workforce, Inclusive Workforce and An Informed Approach and articulates the priorities for Lancashire. The Strategic Framework is available here:

<https://www.lancashirelep.co.uk/lep-priorities/skills-employment/skills-and-employment-strategic-framework-2016-2021.aspx>

A robust evidence base underpins the framework and identifies key issues across Lancashire – this includes sector skills studies, and key skills and employment data. In April 2018, the Lancashire Labour Market Intelligence (LMI) Toolkit was published, providing up-to-date data and a range of information broken down by the 6 Travel to Work areas in Lancashire; the framework will be refreshed in sequence but the key issues and focus remain the same. The evidence base can be accessed here:

<https://www.lancshireskillshub.co.uk/about-us/evidence-base/>.

Within Lancashire 30,800 people (4.4%) of economically active residents are unemployed and 200,100 people (22.2%) of the working age population are economically inactive. Further examples of the needs of Lancashire residents can be found within the LMI toolkit: <https://www.lancshireskillshub.co.uk/about-us/evidence-base/>

##### Local Authorities:

There is one upper tier local authority and two unitary authorities in the area:

Lancashire County Council

Blackburn with Darwen Borough Council

Blackpool Borough Council



Lancashire County Council is made up of the following district/borough councils: Burnley, Chorley, Fylde, Hyndburn, Lancaster, Pendle, Preston, Ribble Valley, Rossendale, South Ribble, West Lancashire and Wyre.

**Key Priorities:**

It is envisaged that sector specific initiatives, working with Lancashire businesses, will be key to progressing Participants into sustainable employment, with progression opportunities. The Services should aim to work with companies who are opening new premises in Lancashire or companies who are experiencing growth thereby creating new jobs and vacancies. There should be a particular focus on working with businesses in Lancashire's priority sectors.

It is anticipated that the Contractor will have physical locations across the LEP geography that are easily accessible by Participants (using public transport and for those with disabilities). It is expected that the Contractor will also be able to deliver provision at employer premises.

Activity should complement other activity for similar target groups, such as the Big Lottery opt-in, directly funded projects and mainstream provision. The Contractor shall join the Lancashire Adult Forum to support activity and to encourage cross-project referrals and sharing of good practice.

Through the LEP Local Development Plan the Contractor will undertake additional activities in conjunction with the LEP. Examples of the activities include: contribution to the maintenance and development of the on-line referral tool for unemployed adults known as Escalate: <https://www.lancashireskillshub.co.uk/escalate/>, research, responding to skills needs of the LEP's priority sectors, CPD activities, mechanisms for increasing employer engagement and demand for apprenticeships, building capacity and responsiveness, new product development and innovation and other allied activities.

The Contractor will need to allocate resource to work in partnership with Lancashire's Skills Hub basis, to co-ordinate delivery between these 2 strands of activity and other opt-in projects and directly matched ESIF projects.

The Contractor shall create and manage a steering group which will sit across all strands of activity with relevant local stakeholders, which will report the LEP via the Skills and Employment Board. The Contractor will provide the LEP with regular performance reports on delivery and activity.

The Contractor will have in place a data sharing and a service level agreement with the Lancashire Growth Hub (Boost) and input employer contacts and activity on the Growth Hub CRM system. The data will be used to support referrals from the Growth Hub, a joined up approach to employer engagement and to support Lancashire-wide marketing campaigns promoting business support products and skills. The Contractor will work pro-actively with the Growth Hub to support business support simplification and effective engagement of employers.

**Geography**

The project must deliver across the whole LOT Area with particular emphasis on those areas with the highest unemployed and inactive residents as noted in the LMI toolkit.

<https://www.lancashireskillshub.co.uk/wp-content/uploads/2018/04/Lancashire-report-2.pdf>

The Contractor will develop relationships with local authorities to support inclusive growth across Lancashire, as well as engage with the Growth Hub, 'Boost and partners to integrate the offer to businesses into the local ecosystem of business products.

There should be a focus on delivery in the following areas of high unemployment where the claimant count is above the average for Lancashire:

- Blackburn
- Blackpool
- Burnley
- Hyndburn
- Lancaster

### **Priority Sectors**

There should be a focus on working with businesses in the following priority sectors, the Contractor will support inward investment and growth opportunities.

- Advanced Manufacturing and Engineering
- Energy and Environment
- Finance and Professional Services
- Visitor Economy
- Creative and Digital
- Health and Social Care
- Construction

Digital Skills is a significant priority focus, with the recent launch of the Local Digital Skills Partnership in Lancashire. The Contractor should articulate how activity will support the development of digital skills to support inclusive growth across Lancashire.

### **Priority should be given to:-**

Age Groups: the Services should target Participants who are 19 years of age or over so as not to duplicate the NEET activity, also funded by the opt-in with the ESFA.

As per the LMI Toolkit, priority should be given to the following:

- Participants aged 19-24
- Participants over 50 years of age
- Participants from ethnic minorities
- Participants returning from long term sickness
- Participants with low basic skills or no qualifications

## **PART 5 FUNDING AND OUTCOMES**

68. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

69. The contract will be for the value of £4,399,645.00.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £4,399,645.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2901	80	£ 232,080.00
RQ01 Regulated Learning			£ 2,114,529.00
NR01 Non Regulated Activity			£ 1,270,036.00
PG01 Progression Paid Employment (EMP)	870	600	£ 522,000.00
PG03 Progression Education (EDU)	232	300	£ 69,600.00
PG04 Progression Apprenticeship (EDU)	290	600	£ 174,000.00
PG05 Progression Traineeship (EDU)	58	300	£ 17,400.00
<b>Total of ESF Specification</b>			<b>£ 4,399,645.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **LEICESTER AND LEICESTERSHIRE – MORE DEVELOPED**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP Background**

The Leicester and Leicestershire Enterprise Partnership (LLEP) area encompasses the City of Leicester and County of Leicestershire and has a combined population of around one million people.

Our economy is currently worth £23.5bn in Gross Value Added (GVA) per annum and is central to the prosperity of the Midlands, providing nearly 500,000 jobs and hosting over 42,000 trading businesses. Our ambition is to become the most productive economy in the Midlands, making a major contribution to UK prosperity and earning power.

Our business base is primarily composed of small and medium sized enterprises (SMEs), with around 75% of our businesses having less than 10 employees, and we have particular strengths in manufacturing, logistics, professional and financial services, food and drink, tourism and textiles. However, we are also home to number of major international businesses, including Next, Pepsico, Triumph, Caterpillar, Norton, Santander, Wal-Mart, Amazon, DHL, Almac and 3M.

Leicester is one of the most diverse and fastest-growing cities in the UK, with an entrepreneurial and outward-looking population drawn from across the globe. The city has seen a number of inward investment successes in recent years, with IBM and Hastings Direct both setting up new operations in Leicester.

Our central city is ringed by a network of market towns, including Loughborough, Melton Mowbray, Market Harborough, Lutterworth, Hinckley and Coalville. These are important economic centres in their own right, contributing over £1 billion to the local economy. They also provide a focal point for their local communities and have the potential to generate additional economic growth.

We are home to three leading universities – De Montfort University, Loughborough University and the University of Leicester – each of whom have their own distinct specialisms and undertake world class research.

We are located in the heart of England and sit within a logistics ‘golden triangle’ formed by the M1, M6 and M42 motorways. This has made us the preferred location for national Distribution Centre’s such as Magna Park. We are also home to East Midlands Airport, the UK’s largest pure freight airport, and are set to benefit from the construction of HS2.

We are uniquely placed in having two designated Enterprise Zones spread across four separate sites. These are the MIRA Technology Park, Loughborough University Science and Enterprise Park, Charnwood Campus and Leicester Waterside. Each of these sites has their own distinct sector specialisms and offer us the potential to develop clusters

around Centres of Excellence in key industries, including life sciences, sports science, space, advanced manufacturing and the automotive sector.

See below for links to further sources of relevant information:

The ESIF Strategy which sets the context for our ambitions around employment and skills can be found at: <https://www.llep.org.uk/strategies-and-plans/esif/our-esif-strategy-2014-2020/>

Further detail and evidence underpinning the identification of local needs and priorities including black and minority ethnic groups and those aged 50 or over can be found in the ESF Future Open Calls Research Report at <https://www.llep.org.uk/wp-content/uploads/2017/10/2017-08-30-Final-Report-WEB-VERSION.pdf>

The Skills for the Future Report can be found at <https://www.llep.org.uk/investing-in-our-people/skills-strategies/skills-for-the-future-study-2016/>

An overview of existing ESF Projects and target beneficiaries can be found at: <https://www.llep.org.uk/esif-section/about-esif/>

For more information on our area: <http://www.investinleicester.co.uk/>

#### **Local Authorities:**

Leicester City Council  
Leicestershire County Council  
Blaby District Council  
Charnwood Borough Council  
Harborough District Council  
Hinckley & Bosworth Borough Council  
Melton Borough Council  
North West Leicestershire District Council  
Oadby & Wigston Borough Council

#### **Key Priorities:**

Priority should be given to:

- Black, Asian & Minority Ethnic (BAME) Groups
- Those aged 50 or over

The Service should not duplicate activity which is already in place and being delivered through existing ESF Projects within the LLEP area.

There is a need to identify and target those areas where there is evidence of demand.

## PART 5 FUNDING AND OUTCOMES

70. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

71. The contract will be for the value of £2,316,600.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £2,316,600.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1528	80	£ 122,240.00
RQ01 Regulated Learning			£ 1,113,229.00
NR01 Non Regulated Activity			£ 668,631.00
PG01 Progression Paid Employment (EMP)	458	600	£ 274,800.00
PG03 Progression Education (EDU)	122	300	£ 36,600.00
PG04 Progression Apprenticeship (EDU)	153	600	£ 91,800.00
PG05 Progression Traineeship (EDU)	31	300	£ 9,300.00
<b>Total of ESF Specification</b>			<b>£ 2,316,600.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### NORTH EASTERN – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

The North East Local Enterprise Partnership's Strategic Economic Plan sets out the growth ambitions for the next 10 years, providing a clear focus on realising the potential of the whole of the North East, setting out the framework for their Growth Deal with Government and directs the resources within their agreed European Structural Investment Fund (ESIF) strategy.

Unemployment in the North East LEP area remains relatively high and employment low in comparison to other areas. Only 71.7% of 16-64 year olds are in employment compared to a national average of 75%. Lower employment and higher levels of economic inactivity hold back both economic growth and reduce social inclusion. Levels of deprivation in the area are relatively high; with the North East LEP area ranked as the 10<sup>th</sup> most deprived partnership area out of the 38 LEP areas according to the Index of Multiple Deprivation.

Individuals face a range of complex and multiple barriers to employment which are highly context specific; including physical and digital connectivity, cost and availability of appropriate training to develop relevant skills, capabilities and qualifications, and access to finance. These issues, combined with limited work experience opportunities, can result in low levels of confidence and work readiness. Similar challenges around poor physical and mental health and digital skills also act as major barriers. The impact and interplay of each of these is complex and varies for each individual resulting in the need for a person centred approach to support progress towards and into work.

These factors, although widespread, are particularly visible and concentrated for individuals with particular characteristics resulting in disproportionately poorer job outcomes including those who:

- Are aged 50+
- Have long term physical health conditions
- Are Long term unemployed (2 years +)
- Are from BAME (black, Asian and minority ethnic) background (including Romany and Gypsy communities)
- Are Women

More information about the North East LEP area strategic plans can be found at: <https://www.nelep.co.uk/wp-content/uploads/2014/10/NE-LEP-ESIF-Strategy-Full-23-June-2016.pdf>

##### Local Authorities:

The Service will be delivered within entire LOT Area.

Gateshead

Newcastle Upon Tyne

North Tyneside  
Northumberland  
South Tyneside  
Sunderland

**Key Priorities:**

The Service should take account of the needs of priority sectors as route ways to employment. These are:

- Advanced manufacturing and engineering, healthcare system and technologies (such as virtual reality, electric vehicles and advanced materials)
- Pharmaceuticals
- Energy
- Low carbon and renewable technologies
- Logistics
- Professional Service
- Forestry
- Tourism
- Support for new and emerging industries (known as our Smart Specialisation sectors):
- Passenger Vehicle Manufacture with particular focus on Low Carbon vehicle technology
- Creative, digital, software & technology
- Subsea engineering and manufacturing
- Life sciences and healthcare
- Other emerging growth areas include surface science , ageing, satellite technologies and energy networks

Priority must be given to deliver meaningful qualifications rather than generic employability training, eg certificate and awards in welding, food and drink, lean manufacturing and adult health care, but not customer service and business administration. Where progression is into education, it should be towards full qualifications, ideally at a technical level.

The Service must provide meaningful and appropriate information advice and guidance including overview of local labour market that will support Participants to secure suitable progression into a successful outcome and which raises interest in careers in the LEP's priority sectors.

The Contractor must establish a project steering group at the start of their contract to manage and oversee delivery of the contract. The group must have representation nominated by the LEP and agreed by the ESIF Committee. This must include at least one representative from the More Developed Area of Northumberland, Tyne & Wear. The steering group must be chaired by the Contractor and will need to meet on a monthly basis for the first three months and then as required.

The Contractor must ensure sufficient local engagement is undertaken during the contract period, and commit to:

- Engaging in ESF Provider Network activity as and when required
- Engaging in the North East LEP Growth Hub
- Being aware of and avoid duplication of existing provision



As part of the Services, the Contractor will be required to produce a development plan in response to the LEP area's needs to identify additional activities, with identified roles and responsibilities and named contacts which will be agreed and revised with the ESFA/LEP area Steering Group on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP area Steering Group. The ESFA/LEP will agree a template for the development plan, which will be a minimum requirement for the Contractor.

## PART 5 FUNDING AND OUTCOMES

72. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

73. The contract will be for the value of £6,000,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £6,000,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	3956	80	£ 316,480.00
RQ01 Regulated Learning			£ 2,883,389.00
NR01 Non Regulated Activity			£ 1,731,831.00
PG01 Progression Paid Employment (EMP)	1187	600	£ 712,200.00
PG03 Progression Education (EDU)	316	300	£ 94,800.00
PG04 Progression Apprenticeship (EDU)	396	600	£ 237,600.00
PG05 Progression Traineeship (EDU)	79	300	£ 23,700.00
<b>Total of ESF Specification</b>			<b>£ 6,000,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### NORTHAMPTONSHIRE – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

South East Midlands Local Enterprise Partnership (SEMLEP) are in the midst of a period of substantial change, politically, economically and in terms of a technological revolution that is rapidly re-shaping the way we live, work and do business. With the recent merger between SEMLEP and Northamptonshire LEP, now is the right time to review success, consider challenges and focus on opportunities. For us to continue to deliver the growth and prosperity we have seen in recent years, our priority is to create conditions for stronger, sustainable and productivity-led growth, with our strengths in innovation at the forefront.

In all our proposed activities, we anticipate cross-cutting benefits of sustainability and the promotion of equality. To ensure the value of ESIF funds is maximised locally, we plan to ensure that our Programme is open and accessible across the private, public, voluntary and community sectors.

The ambition in the South East Midlands LEP is to ensure young people and adults are equipped with the skills and support they will need to secure and sustain employment and thereby contribute to, and benefit from, economic growth.

This will be achieved through promoting inclusion, raising aspirations, facilitating educational excellence and delivering an employment and skills system that responds quickly and effectively to changing business needs. We need the delivery of employment support and skills provision that is designed specifically to address the local needs of locally targeted communities. Contractors are encouraged to facilitate employment and skills opportunities for young people, disadvantaged communities and the long term workless that take account of individual circumstances, health, social and psychological aspects which affect behaviour and motivation.

For further information please refer to:

- Details of the [South East Midlands local ESIF Strategy](#)
- Details of the [Northamptonshire Enterprise Partnership local ESIF Strategy](#)
- Details of the [South East Midlands 2017-2020 Implementation Plan](#)
- Details of the [South East Midlands 2017 ESF Data Refresh](#)
- Details of the [South East Midlands Skills Strategy](#)

Northamptonshire Enterprise Partnership and South East Midlands Partnership merged in 2017 and serve the whole of South East Midlands including Northamptonshire. However, due to the structure of the Memorandum of Understanding with the ESF Managing Authority, ESF opt in services are procured under the pre-merger geography. There are 13 Local Authorities covering the entire SEMLEP geography, with the

population split 40% Northamptonshire and 60% SEMLEP based on pre-merger geography.

**Local Authorities:**

Grouped into largely rural areas of

- Daventry 4.1%,
- East Northamptonshire 4.5%,
- South Northamptonshire 4.5%.

and the predominantly urban areas of

- Corby 3.4%,
- Kettering 4.9%,
- Northampton 11.3%
- Wellingborough 3.9%.

**Key Priorities:**

SEMLEP will give priority to areas that have lost, had a reduction or removal of service provision and encourage project proposals that:

- Demonstrate how they will focus on, engage with and meet the basic skills and specific employability needs of Participants, particularly those from disadvantaged communities;
- Offer a flexible range of information, and job skills workshops and other activities targeted on localities and communities with the biggest need;
- Contain employability courses to those Participants who have recently become unemployed and those who are long term unemployed;
- Deliver pre-recruitment training which is focused on enhancing the Participants awareness of employer and sector specific skills requirements
  - Construction
  - Digital
  - Health and Social Care
  - Logistics
  - Rural communities
- Include bespoke job skills provision which targets occupations for which local entry-level vacancies exist, including work trials and work experience which affords the employer and the potential employee a risk-free opportunity to decide if 'they are right for each other'.

The Services will help those who are disadvantaged but still relatively close to the labour market tackle their barriers to work, enter and sustain employment. As a result of the consultation, the following target groups have been identified as a priority.

1. People with work limiting illnesses on ESA, especially those who have been on benefits for over 2 years or individuals in a revolving cycle of ill health.
2. Individuals with mental health issues and individuals with learning, physical or sensory disabilities.
3. Support for ex-armed forces personnel to move into employment.
4. Carers, lone parents and women returning to the work force.
5. Women whose first language is not English, enabling them to access training at the appropriate level and take up employment opportunities including self-employment.

6. Communities in predominantly rural areas facing challenges accessing basic services including health, education, and training. Lack of public transport is a major issue particularly for young people who are unable to access employment outside their immediate residential area.

The Contractor shall attend the LEP ESF Providers Forum to promote alignment and streamlining of provision.

## PART 5 FUNDING AND OUTCOMES

74. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

75. The contract will be for the value of £900,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £900,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	594	80	£ 47,520.00
RQ01 Regulated Learning			£ 432,507.00
NR01 Non Regulated Activity			£ 259,773.00
PG01 Progression Paid Employment (EMP)	178	600	£ 106,800.00
PG03 Progression Education (EDU)	48	300	£ 14,400.00
PG04 Progression Apprenticeship (EDU)	59	600	£ 35,400.00
PG05 Progression Traineeship (EDU)	12	300	£ 3,600.00
<b>Total of ESF Specification</b>			<b>£ 900,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### OXFORDSHIRE – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

OxLEP website: [www.oxfordshirelep.com](http://www.oxfordshirelep.com)

Oxfordshire is home to 678,550 people of which 430,200 (63.4%) are of working age – aged 16-64. Economic activity is high with 377,400 (84.7%) classed as economically active.

Oxfordshire is a globally-renowned region with one of the strongest economies in the UK, and a successful record in securing investment to promote growth. For more information, please see OxLEPs [Strategic Economic Plan 2016](#). 50.7% of individuals in the county have an NVQ Level 4 or above, whilst 3.8% have no qualifications.

At May 2018 4,260 people were receiving out of work benefits, representing an unemployment rate of 1%. However, 26,860 people were claiming some type of benefit, including ESA, at November 2016.

Oxfordshire has relatively low levels of deprivation, according to the 2015 Indices of Multiple Deprivation: it is the 11th least deprived of 152 upper-tier local authorities in England (up from 12th in 2010). That puts the county well within the top 10% least deprived. Compared with other upper tier local authorities in England, Oxfordshire is less deprived than average across six of the seven domains of deprivation.

The 15 small areas in Oxfordshire that are among the 20% most deprived nationally include:

In Oxford City, parts of Rose Hill and Iffley, Northfield Brook, Barton and Sandhills, and Blackbird Leys

In Banbury, parts of Grimsbury and Castle, and Ruscote

In Abingdon, part of Abingdon Caldecott.

The [Oxfordshire Skills Strategy: Building a 21<sup>st</sup> century skills ecosystem](#) states that Oxfordshire operates in a very tight labour market with a job density of 0.96 – that is 96 jobs for every 100 working age residents, compared to 0.83 nationally. Since March 2014, the number of Oxfordshire residents receiving JSA/UC has declined by around 40%. Although welcomed, it does point to the challenges for growing and new businesses seeking to recruit staff from a small pool of potential labour. The skills strategy therefore has a Strategic Priority to address this:

To address Oxfordshire's tight labour market and skill shortage areas by:

1. Ensuring those marginalised or disadvantaged from work are moved closer

- to the labour market;
2. Supporting and encouraging older workers to consider vacancies in areas of skill shortage.

The Oxfordshire European Structural Investment Fund Strategy can be found at:

<https://www.oxfordshirelep.com/about/our-programmes/european-funding>

**Local Authorities:**

Cherwell District Council  
Oxford City Council  
Oxfordshire County Council  
South Oxfordshire District Council  
Vale of White Horse District Council  
West Oxfordshire District Council

The Services must be delivered in the entire LOT Area.

**Key Priorities:**

**Sectors:**

Significant sectors for growth

- Education
- Business administration and finance
- Health and social care
- Professional, scientific and technical
- Sales and retail
- Digital, creative technologies
- Hospitality and catering

Sectors facing skills challenges/labour shortages/projected skills shortages

- Health and social care
- Engineering and science
- Digital & creative industries
- Construction and built environment
- Hospitality and catering
- Logistics (distribution and wholesale)

**Priority Groups:**

Those in Oxfordshire who have been unemployed for 6 months or more and have particular barriers to entering training and work, for example those who:

- Are single parents
- Have drug or alcohol additions
- Have mental health issues
- Are former offenders
- Are homeless

## PART 5 FUNDING AND OUTCOMES

76. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

77. The contract will be for the value of £1,080,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £1,080,000.00.

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	712	80	£ 56,960.00
RQ01 Regulated Learning			£ 519,010.00
NR01 Non Regulated Activity			£ 311,730.00
PG01 Progression Paid Employment (EMP)	214	600	£ 128,400.00
PG03 Progression Education (EDU)	57	300	£ 17,100.00
PG04 Progression Apprenticeship (EDU)	71	600	£ 42,600.00
PG05 Progression Traineeship (EDU)	14	300	£ 4,200.00
<b>Total of ESF Specification</b>			<b>£ 1,080,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## **PART 4: LOCAL SERVICE REQUIREMENTS**

### **SHEFFIELD CITY REGION – MORE DEVELOPED AND TRANSITION**

#### **GEOGRAPHY / AREA OF DELIVERY**

##### **LEP Background**

The Sheffield City Region has a diverse economy comprising a dynamic core city, important towns and market towns, and a significant rural economy. The City Region encompasses more than 1.8 million people (over 1.1 million aged 16-64) and approximately 700,000 jobs. 76.6% of people are in employment.

The two largest authorities in the City Region, in terms of population are Sheffield and Doncaster.

Analysis of key indicators demonstrates:

- Gross Value Added (GVA) per employee is 18% below the national average and mean earnings are 17% below the national average.
- Despite lower skills levels than average for England, underemployment is high (12% of all employees and occurs in 41% of businesses), this includes the graduates from our universities in addition to the wider labour market.
- Employers invest less in training than average, for example, 38% of establishments have not trained anyone in their workforce in the last 12 months.
- A shortfall of 30,000 jobs in higher skilled occupations relative to the size of the employment base.

Productivity in the Sheffield City Region has been declining since 2000 and is circa 84% of the national average. The key determinant of this low productivity appears to be the high proportion of the workforce in low skilled occupations and the low proportions of the workforce in higher skills occupations in each sector.

In 2014/15 over 21,000 people started an Apprenticeship in the Sheffield City Region, with the majority at Level 2, only 3.5% at a higher level and with significant black and Asian ethnic minority (BAME) under-representation<sup>1</sup>.

According to UKCES Employer Skills Survey 2015, the number of companies reporting having skills gaps is 16%, higher than the average in England of 14%, with 6% reporting they are struggling to fill vacancies and 31% are considered to be hard to fill. This is in addition to lower than national averages for the number of residents qualified to Level 3 and above (51.6% compared to 56.9) and above average figures for the number with no qualifications (8.9%, 8.0% Great Britain average).

Sheffield City Region has a diverse labour market comprising several urban hubs as well as semi-rural and rural areas. It has strengths in advanced manufacturing, creative, digital, logistics, technology, retail and business services.

<sup>1</sup> Sheffield City Region Labour Market Report – can be found [here](#)



Sheffield City Region, its 9 local authorities, colleges, and health partners have a complex set of provision, local organisation networks and governance in place of relevance to skills and employments that this support will need to link into and align provision to be effective in our area. 6 Local Integration Boards have been established to strengthen and align skills and employment provision we expect this programme to work in an integrated way with existing provision and through those boards.

*Strategic economic plan 2015-2025:* <https://sheffieldcityregion.org.uk/wp-content/uploads/2018/01/Strategic-Economic-Plan-2015-2025.pdf>

*ESIF Strategy refresh:* <https://sheffieldcityregion.org.uk/wp-content/uploads/2018/01/SCR-ESIF-REFRESH-Feb-2016-Final-v3-1.pdf>

#### **Local Authorities: More Developed LOT 1**

Chesterfield  
Bassetlaw  
North East Derbyshire  
Bolsover  
Derby Dales

#### **Local Authorities: Transition LOT 2**

Sheffield  
Rotherham  
Barnsley  
Doncaster

#### **Key Priorities:**

The priorities and activities to be addressed are as follows:

- Creation of integrated packages of support that address gaps in provision to disadvantaged groups and reach those who are not currently receiving support. Particularly Roma and Traveller communities, people with a mild learning disability or learning difficulties.
- Tackling inactivity by helping disadvantaged groups overcome various barriers (for example: substance misuse, mental health factors, domestic abuse, language barriers, carer responsibilities, general health and disability), and improve their employability and move towards employment.
- Support activities focusing on workless households.
- Provision of support to households who face eviction from their property.
- Additional intensive flexible support to help Universal Credit claimants progress into the labour market.
- Support for economically inactive women, particularly of ethnic origin, including those with child or elder care responsibilities and who often face multiple disadvantages.
- Work with employers to help integrate people with disabilities and ethnic minorities, and other disadvantaged groups, into the workplace. Particularly people with a mild learning disability or learning difficulty

- Tackle specific barriers faced by refugees and migrants and to integrate them into the labour market.
- Support the development and growth of social enterprises.

### Sectors

- Advanced Manufacturing & Materials
- Business & Professional Services
- Creative & Digital Industries
- Healthcare Technologies
- Logistics
- Low Carbon
- Property & Construction
- Retail
- Sports, Leisure & Tourism

## **PART 5 FUNDING AND OUTCOMES**

78. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

79. The contract will be for the value of £1,622,249.00 (More Developed) based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### **TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £1,622,249.00.

#### **More Developed LOT 1**

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1070	80	£ 85,600.00
RQ01 Regulated Learning			£ 779,539.00
NR01 Non Regulated Activity			£ 468,210.00
PG01 Progression Paid Employment (EMP)	321	600	£ 192,600.00
PG03 Progression Education (EDU)	86	300	£ 25,800.00
PG04 Progression Apprenticeship (EDU)	107	600	£ 64,200.00
PG05 Progression Traineeship (EDU)	21	300	£ 6,300.00
<b>Total of ESF Specification</b>			<b>£ 1,622,249.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

80. The contract will be for the value of £9,930,907.00 (Transition) based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £9,930,907.00

**Transition LOT 2**

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	6547	80	£ 523,760.00
RQ01 Regulated Learning			£ 4,772,670.00
NR01 Non Regulated Activity			£ 2,866,577.00
PG01 Progression Paid Employment (EMP)	1964	600	£ 1,178,400.00
PG03 Progression Education (EDU)	524	300	£ 157,200.00
PG04 Progression Apprenticeship (EDU)	655	600	£ 393,000.00
PG05 Progression Traineeship (EDU)	131	300	£ 39,300.00
<b>Total of ESF Specification</b>			<b>£ 9,930,907.00</b>

ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### SOUTH EAST – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP background

The South East LEP is the largest in the country and has three distinct skills board areas of Kent and Medway; Essex Southend and Thurrock; and East Sussex. It has a population of 4.2 million set to grow to nearly 5 million by 2039. Growth across a range of sectors is forecast on a significant scale and many of these are already experiencing shortages. This is coupled with significant numbers of economically inactive people and people on benefits. SELEP is seeking to provide pathways and assistance for unemployed people into these opportunities.

Across the SELEP area there are:

- 178,000 workless households
- 119,500 economically inactive people wanting a job
- 47,860 people on out of work benefits

Across Essex, Southend and Thurrock, there are:

- 76,100 workless households
- 48,800 economically inactive people wanting a job
- 19,235 people on out of work benefits

Across Kent and Medway, there are:

- 77,500 workless households
- 41,600 economically inactive people wanting a job
- 21,570 people on out of work benefits

Across East Sussex, there are:

- 24,200 workless households
- 15,900 economically inactive people wanting a job
- 6,700 people on out of work benefits

SELEP has recently agreed a five year skills strategy to be available at <http://www.southeastlep.com/> accompanied by an evidence base and would expect bids to be consistent with the ambition and priority this sets out. [www.southeastlep.com/our-strategy/skills/](http://www.southeastlep.com/our-strategy/skills/)

This has been endorsed by Kent and Medway Skills Commission and is consistent with local priorities. Further information on local priorities are available at [https://www.kelsi.org.uk/\\_data/assets/pdf\\_file/0020/54632/Adult-Learning-Employment-and-Skills-Strategy-2015-2018.pdf](https://www.kelsi.org.uk/_data/assets/pdf_file/0020/54632/Adult-Learning-Employment-and-Skills-Strategy-2015-2018.pdf) (currently being revised)

This has been endorsed by the Essex Employment and Skills Board (ESB) and is consistent with local priorities. Further information on local priorities are available at <https://www.essexesb.co.uk/>

This has been endorsed by Skills East Sussex and is consistent with local priorities. Further information on local priorities are available at

<https://www.eastsussex.gov.uk/business/eastsussex/selep/ses/ses/>

The LEP operates through a federated model which brings together the three distinct skills board areas of Kent and Medway; Essex Southend and Thurrock; and East Sussex. The areas have their own needs and the services delivered through this contract will be expected to meet all the needs of all the areas however remote. To facilitate the clear geographic distinctions and the aspirations of each of the partner local authorities within the federated model, this contract will have three geographically based funding pots. The provider will be expected to use the allocated funding within the identified geographic area AND report on at that level to the LEP and any of its relevant steering groups or sub committees. Initially it is expected that the provider will attend and present performance reports on a monthly basis. The frequency of meetings will be reviewed after the third month.

The Contractor shall develop a development plan that will identify named individuals responsible for delivery based on the three distinct areas.

Part of Essex Southend Thurrock is shared by Cambridgeshire and Peterborough Combined authority so opportunities for join up should be explored.

Part of East Sussex is shared by Coast to Capital LEP so opportunities for join up should be explored.

**Local Authorities:**

Kent and Medway

Essex (including Uttlesford), Southend, Thurrock

East Sussex

**Key Priorities:**

**Geography**

- Areas of need (i.e. highest claimant count by ward or district), taking into account support that is already available in these areas

**Priority**

- Priority should be given to achieve a response to employer need in the construction, health, care, logistics, IT, digital & creative, engineering and finance sectors. Delivery should also respond to additional local priorities for Southend and Thurrock such as visitor and tourism and in East Sussex and Kent to land-based, agriculture and visitor.
- Priority to be given to deliver meaningful qualifications rather than generic employability training, e.g. certificates and awards in bricklaying, carpentry, electrical, welding, health & social care etc. Where progression is into education, it should be towards full qualifications, ideally at a technical level.
- Deliver meaningful qualifications rather than generic employability training, e.g. certificates and awards in bricklaying, carpentry, electrical, welding, health & social care etc. Where progression is into education, it should be towards full

qualifications, ideally at a technical level.

- Providers should display within their Initial Assessment and IAG ways in which they have addressed poor understanding of career pathways in certain sectors i.e. hospitality, health & social care and land-based
- Providers to ensure learners have progressing plans in place and have access to impartial and good quality careers education, information, advice and guidance.

#### **Learner type:**

- a particular focus should be on homeless people, those in workless households and ex-offenders as well as supporting older people into employment
- The successful candidate should establish a steering group to work closely with the LEP and local skills board to agree delivery focus

Delivery should involve collaboration with current relevant ESF and national programmes and facilities invested in by the LEP. Examples are available at [http://www.southeastlep.com/images/uploads/resources/SELEP\\_brochure\\_%28ESF\\_and\\_Skills\\_Capital%29.pdf](http://www.southeastlep.com/images/uploads/resources/SELEP_brochure_%28ESF_and_Skills_Capital%29.pdf)

Funding will be allocated as follows:

£974,250.00 Essex, Southend and Thurrock

£981,000.00 Kent and Medway

£294,750.00 East Sussex.

## **PART 5 FUNDING AND OUTCOMES**

1. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.
2. The contract will be for the value of £2,250,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### **TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £2,250,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	1484	80	£ 118,720.00
RQ01 Regulated Learning			£ 1,081,316.00
NR01 Non Regulated Activity			£ 649,464.00
PG01 Progression Paid Employment (EMP)	445	600	£ 267,000.00
PG03 Progression Education (EDU)	119	300	£ 35,700.00
PG04 Progression Apprenticeship (EDU)	148	600	£ 88,800.00
PG05 Progression Traineeship (EDU)	30	300	£ 9,000.00

<b>Total of ESF Specification</b>			<b>£ 2,250,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

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## PART 4: LOCAL SERVICE REQUIREMENTS

### SOUTH EAST MIDLANDS – MORE DEVELOPED

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

South East Midlands Local Enterprise Partnership (SEMLEP) are in the midst of a period of substantial change, politically, economically and in terms of a technological revolution that is rapidly re-shaping the way we live, work and do business. With the recent merger between SEMLEP and Northamptonshire LEP, now is the right time to review success, consider challenges and focus on opportunities. For us to continue to deliver the growth and prosperity we have seen in recent years, our priority is to create conditions for stronger, sustainable and productivity-led growth, with our strengths in innovation at the forefront.

In all our proposed activities, we anticipate cross-cutting benefits of sustainability and the promotion of equality. To ensure the value of ESIF funds is maximised locally, we plan to ensure that our Programme is open and accessible across the private, public, voluntary and community sectors.

The ambition in the South East Midlands LEP is to ensure young people and adults are equipped with the skills and support they will need to secure and sustain employment and thereby contribute to, and benefit from, economic growth.

This will be achieved through promoting inclusion, raising aspirations, facilitating educational excellence and delivering an employment and skills system that responds quickly and effectively to changing business needs. We need the delivery of employment support and skills provision that is designed specifically to address the local needs of locally targeted communities. Contractors are encouraged to facilitate employment and skills opportunities for young people, disadvantaged communities and the long term workless that take account of individual circumstances, health, social and psychological aspects which affect behaviour and motivation.

For further information please refer to:

- Details of the [South East Midlands local ESIF Strategy](#)
- Details of the [Northamptonshire Enterprise Partnership local ESIF Strategy](#)
- Details of the [South East Midlands 2017-2020 Implementation Plan](#)
- Details of the [South East Midlands 2017 ESF Data Refresh](#)
- Details of the [South East Midlands Skills Strategy](#)

South East Midlands Partnership and Northamptonshire Enterprise Partnership merged in 2017 and serve the whole of South East Midlands including Northamptonshire. However, due to the structure of the Memorandum of Understanding with the ESF Managing Authority, ESF opt in services are procured under the pre-merger geography. There are 13 Local Authorities covering the entire SEMLEP geography, with the population split 60% SEMLEP and 40% Northamptonshire based on pre-merger geography.



**Local Authorities:**

Grouped into largely rural areas of

- Aylesbury Vale 9.6%
- Central Bedfordshire 13.9%
- Cherwell 7.4%,

and the predominantly urban areas of

- Bedford 8.4%,
- Luton 10.9%
- Milton Keynes 13.3%

**Key Priorities:**

SEMLEP will give priority to areas that have lost, had a reduction or removal of service provision. The Contractor shall ensure that Services are developed and designed to:

- Focus on, engage with and meet the basic skills and specific employability needs of Participants, particularly those from disadvantaged communities;
- Offer a flexible range of Information, and job skills workshops and other activities targeted on localities and communities with the biggest need;
- Contain employability courses for those Participants who have recently become unemployed and those who are long term unemployed;
- Deliver pre-recruitment training which is focused on enhancing the Participants awareness of employer and sector specific skills requirements
  - Construction
  - Digital
  - Health and Social Care
  - Logistics
  - Rural communities
- Include bespoke job skills provision which targets occupations for which local entry-level vacancies exist, including work trials and work experience which affords the employer and the potential employee a risk-free opportunity to decide if 'they are right for each other';

Skills Support for the Unemployed will help those who are disadvantaged but still relatively close to the labour market tackle their barriers to work, enter and gain employment.

The following target groups have been identified as a priority.

7. Participants with work limiting illnesses on ESA, especially those who have been on benefits for over 2 years or individuals in a revolving cycle of ill health.
8. Participants with mental health issues and Participants with learning, physical or sensory disabilities.
9. Support for ex-armed forces personnel to move into employment.
10. Carers, lone parents and women returning to the work force.
11. Women whose first language is not English, enabling them to access training at the appropriate level and take up employment opportunities including self-employment.
12. Communities in predominantly rural areas facing challenges accessing basic services including health, education, and training. Lack of public transport is a major issue particularly for young people who are unable to access employment outside their immediate residential area.

The Contractor will attend the LEP ESF Providers Forum to promote alignment and streamlining of provision.

## PART 5 FUNDING AND OUTCOMES

81. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

82. The contract will be for the value of £1,350,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £1,350,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	890	80	£ 71,200.00
RQ01 Regulated Learning			£ 648,810.00
NR01 Non Regulated Activity			£ 389,690.00
PG01 Progression Paid Employment (EMP)	267	600	£ 160,200.00
PG03 Progression Education (EDU)	71	300	£ 21,300.00
PG04 Progression Apprenticeship (EDU)	89	600	£ 53,400.00
PG05 Progression Traineeship (EDU)	18	300	£ 5,400.00
<b>Total of ESF Specification</b>			<b>£ 1,350,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### STOKE-ON-TRENT AND STAFFORDSHIRE – TRANSITION

#### GEOGRAPHY / AREA OF DELIVERY

##### LEP Background

The five areas of focus for skills are in the **LEP Strategic Economic Plan** are:

- Higher Level Skills: Only 25% of working age people in the LEP area hold a degree-level qualification, which is nine percentage points below the average for England.
- Employability: Youth unemployment is high in our area; 18% of 16-24 year olds in Stoke-on-Trent and Staffordshire are unemployed, compared to 4% of 25 to 64 year olds.
- Career Choice: improving careers decision making and skills development as there is a poor understanding of labour market opportunities
- Business Engagement in Learning and Skills: develop greater involvement of businesses with skills provision and ensure a better match between the skills that employers look for and those delivered by education and training providers
- Learning and Skills Infrastructure: development of high quality education and training facilities

Strategic Economic Plan: <https://www.stokestaffslep.org.uk/app/uploads/2014/04/140404-Stoke-and-Staffs-Economic-Plan-Part-1-Strategy-Website.pdf>

##### The Stoke-on-Trent and Staffordshire LEP Skills Strategy Priorities are:

- Careers & Employability;
- Apprenticeships;
- World Class Skills facilities and provision to improve workforce skills and ensure business can access skills needed to improve productivity and growth

Skills Strategy: <https://www.stokestaffslep.org.uk/app/uploads/2015/04/82528-ET-SKILLS-STRATEGY-JULY-2016.pdf>

**ESF Skills, Employment and Social Inclusion Commissioning Plan** and Prospectus 2014 – 2020 sets out the priorities and outcomes from the types of activities to meet the needs of the transition status area and support our Skills Strategy and wider labour market inclusion and employment priorities.

The strategic investment areas are:

- Skills for Employability
- Skills to support growth, innovation and enterprise
- Vocational routes into employment
- Access to employment
- Promoting social inclusion among disadvantaged groups

The Employment Skills and Enterprise Pathway ensures we deliver a programme where people and business receive a coherent and seamless offer of support.

Current **Programme Delivery Guide** sets-out the current range of ESF provision in place.

<https://www.stokestaffslep.org.uk/app/uploads/2018/05/ESIF-Delivery-Programme.pdf>

### **Local Authorities:**

The emphasis is on engagement with Participants from all the following districts across the Stoke-on-Trent and Staffordshire LEP area.

The LEP encompasses the ten local authority areas of;

- Staffordshire County and its Districts which are
  - Cannock Chase
  - East Staffordshire
  - Lichfield
  - Newcastle-under-Lyme
  - South Staffordshire
  - Stafford
  - Staffordshire Moorlands
  - Tamworth
- Stoke-on-Trent

The Contractor must provide Services across all geographic areas, both urban and rural.

### **Key Priorities:**

The programme should target local employers with recruitment needs in the following with priority being to:

- STEM skills development within Healthcare, Medical Technologies
- IT, Digital and Media
- Utilities and Engineering/Manufacturing sectors
- Logistics and distribution
- Construction and civil engineering
- Creative & Cultural Industries
- Tourism & Leisure
- Hospitality & Catering
- Advanced Manufacturing
- Business and Professional Services

**Priority** to be given to qualifications that are linked directly to live vacancy opportunities for jobs and apprenticeships, and in particular where there are identified skills shortages and recruitment difficulties. The Service must deliver meaningful qualifications rather than generic employability training, e.g. certificates and awards in welding, food and drink, lean manufacturing and adult health care, but **not** customer service and business administration. Where progression is into education, it should be towards full qualifications, ideally at a technical level.

This provision will support the following priority groups:

- Unemployed people – short and long-term.
- Unemployed, disadvantaged people (e.g. homeless people, people with drug or

- alcohol dependency, persistent returners to JSA/Universal Credit)
- Unemployed and inactive people with disabilities or health conditions (particularly existing claimants of incapacity benefit and ESA)
- Unemployed people 50 plus
- Ethnic minorities and those with basic language needs
- Ex-Offenders
- Lone Parents including those on Income Support (IS)
- Other people with children, including teenage parents (18-20 year olds)\*

The Contractor must build partnerships with existing local provision and organisations that are active in either the employment or training arena or in related support to unemployed individuals and households. These partnerships will span the public, private, voluntary and community sectors. The Contractor must build links with local employers to broker work tasters, work placements, and employment opportunities for the Participants.

As part of the Services, the Contractor will produce a development plan in response to the LEP's needs to identify additional activities, with identified roles and responsibilities and named contacts which will be agreed and revised with the LEP on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP.

The LEP will agree a template for the development plan, which will be a minimum requirement for the Candidate.

## PART 5 FUNDING AND OUTCOMES

83. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

84. The contract will be for the value of £3,150,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £3,150,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2077	80	£ 166,160.00
RQ01 Regulated Learning			£ 1,513,685.00

NR01 Non Regulated Activity			£ 909,155.00
PG01 Progression Paid Employment (EMP)	623	600	£ 373,800.00
PG03 Progression Education (EDU)	166	300	£ 49,800.00
PG04 Progression Apprenticeship (EDU)	208	600	£ 124,800.00
PG05 Progression Traineeship (EDU)	42	300	£ 12,600.00
<b>Total of ESF Specification</b>			<b>£ 3,150,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

#### **PART 4: LOCAL SERVICE REQUIREMENTS**

#### **TEES VALLEY – TRANSITION**

#### **GEOGRAPHY / AREA OF DELIVERY**

## **LEP Background**

### **Tees Valley Strategic Economic Plan - The Industrial Strategy for Tees Valley 2016-2026**

<https://teesvalley-ca.gov.uk/wp-content/uploads/2016/12/TVCA207-SEP-Documents-Full-Web.pdf>

### **Tees Valley European Structural and Investment Funds Strategy**

<https://teesvalley-ca.gov.uk/wp-content/uploads/2016/10/TV-CA-ESIF-Strategy-Doc-Update-DCLG-April-16.pdf>

### **Tees Valley Education, Employment and Skills Plan, 'Inspiring Our Future' 2018-2021**

<https://teesvalley-ca.gov.uk/wp-content/uploads/2018/04/EES-Strategy-Brochure-LRez.pdf>

Covering over 3,300 square miles and located on the North East coast, the Tees Valley Local Enterprise Partnership (LEP) area comprises five Local Authority Areas - Darlington, Hartlepool, Middlesbrough, Redcar & Cleveland and Stockton-on-Tees.

The Tees Valley has a total population of 672,500 and offers over 303,500 jobs across some 16,500 businesses and through self-employment.

Tees Valley has a world-class reputation across its key sectors - Advanced Manufacturing; Process, Chemicals and Energy; Logistics; Health and Biologics; Digital and Creative; Culture and Leisure; and Business and Professional Services. It also has an established infrastructure and supply chain in the offshore, advanced manufacturing and engineering, chemicals and process and logistics sectors and key emerging sectors include life sciences, digital, energy and renewable, construction and business services.

All of these sectors are key to the economic development of the area and are all seeing growth and significant investment. With this investment, and that in infrastructure and facilities, we are creating sectors that are full of potential for future investors.

Tees Valley has many advantages over other areas. Not only is it a cost-competitive location, it is also ripe for investment, with exciting new opportunities on the South Tees Development Corporation, the new Tees Advanced Manufacturing Park and Central Park, a major hub for healthcare and life sciences businesses.

High growth and/or high volume replacement is anticipated in, but not exclusive to, the key sectors identified above, with 46% of replacement jobs expected to be across a range of levels, including entry level jobs offered as part-time opportunities and apprenticeships. However, there are skill shortages across most of our key sectors, and many employers cite a lack of access to skilled workers as their greatest barrier to growth.

The percentage of residents in Tees Valley with NVQ Level 3 (50%) still trails the national average (57%), with a further fall of 2.6 percentage points seen over the last year compared to a rise of 0.3 nationally.

30% of residents are qualified to NVQ level 4 compared to 38.6% nationally

Low skills rates compared to national average (12% of people have no qualifications, compared to 7.7% nationally).

Only 69% of our secondary schools are rated as Good or better, compared to 79% nationally and fewer of our learners choose Science, Technology, Engineering and Maths (STEM) subjects, and fewer achieve higher grades in these subjects compared to national averages.

The Tees Valley ESIF Strategy (April 2016) provides synergy between our European aims, our agreed City Deal, Devolution Deal and Growth Deal – and the funds we have at our disposal through the Tees Valley Investment Fund, Local Growth Fund and local partners' investment.

**Local Authorities:**

Darlington  
Hartlepool  
Middlesbrough  
Redcar and Cleveland  
Stockton-on-Tees

The Services must deliver in the entire LOT Area

**Key Priorities:**

The Service must demonstrate complementarity to and not duplicate existing provision in Tees Valley, including but not exclusively, programmes such as Youth Employment Initiative (YEI) and Routes To Work (RTW).

The Service must engage and work with local partners and stakeholders, including but not exclusively, the Tees Valley Education, Employment & Skills Partnership Board.

Priority sectors include but are not limited to:

Advanced Manufacturing and Engineering;  
Chemicals and Process;  
Energy and Renewable;  
Offshore;  
Logistics;  
Health and Biologics;  
Digital and IT;  
Creative and Media;  
Culture and Leisure;  
Business and Professional Services including Public Administration  
Defence and Education;  
Construction;  
Healthcare;  
Retail.

All of these sectors are key to the economic development of Tees Valley.



The Service will meet the priorities of the Tees Valley Education, Employment & Skills Plan, 'Inspiring Our Future' to reduce long-term unemployment and the numbers of young people and adults that continue to be out of work. Levels of disengagement within our most deprived communities is a concern and the Service needs to address these significant challenges and support residents in those communities to fulfil their potential.

As part of the Services, the Contractor shall produce a development plan in response to the LEP's needs with identified roles and responsibilities and named contacts which will be agreed and then reviewed and revised with the LEP/ESFA on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor shall be responsible for the on-going implementation of the plan and provide regular updates to the LEP as agreed. The LEP will agree a template for the development plan, which will be a minimum requirement for the Contractor.

[https://teesvalley-ca.gov.uk/wp-content/uploads/2016/03/4.-imd\\_borough\\_report\\_2015.pdf](https://teesvalley-ca.gov.uk/wp-content/uploads/2016/03/4.-imd_borough_report_2015.pdf)

## PART 5 FUNDING AND OUTCOMES

85. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

86. The contract will be for the value of £6,930,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £6,930,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	4569	80	£ 365,520.00
RQ01 Regulated Learning			£ 3,330,315.00
NR01 Non Regulated Activity			£ 2,000,265.00
PG01 Progression Paid Employment (EMP)	1371	600	£ 822,600.00
PG03 Progression Education (EDU)	366	300	£ 109,800.00
PG04 Progression Apprenticeship (EDU)	457	600	£ 274,200.00
PG05 Progression Traineeship (EDU)	91	300	£ 27,300.00
<b>Total of ESF Specification</b>			<b>£ 6,930,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

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#### **PART 4: LOCAL SERVICE REQUIREMENTS**

#### **THAMES VALLEY BERKSHIRE – MORE DEVELOPED**

## GEOGRAPHY / AREA OF DELIVERY

### LEP Background

Berkshire has low and falling unemployment rates (2.9% versus 4.5% nationally in 2017). Within Berkshire, rates are highest in Slough (3.8% and Reading (3.3%). However within Berkshire's urban areas, there are some areas in which a higher than average proportion of residents are claiming unemployment related benefits (Claimant Count). These (the wards of Minster, Norcot, Whitley and Battle) are all located within Reading.

Economic inactivity is also generally low across Berkshire (18% versus 21% nationally). Reasons for being inactive vary quite considerably across the sub-region. Slough has the largest proportion in this group who are looking after family or home (38%) and who are long-term sick (22%). Bracknell Forest and West Berkshire have the higher proportion of 16-64 who are economically inactive due to retirement (17% and 16% respectively).

Recent statistics for Thames Valley Berkshire demonstrate that there are a significant number of inactive people with mental health issues who are not currently engaged in active job search activities within the LEP area – but who would like to work. The LEP is particularly keen to see Services that support these individuals.

- 1 Additional information on the LEP and its priorities is available in the following documents
  - [ESIF Strategy](#)
  - STEAM strategy [Gearing up for STEAM](#)
  - [2018 Skills Priority Statement](#)
- 2 More information on the Skills, Education and Employment priorities for the LEP is available on our website <http://www.thamesvalleyberkshire.co.uk/index>

### Local Authorities:

The Berkshire Local Authority areas:

West Berkshire  
Reading  
Wokingham  
Bracknell  
Royal Borough of Windsor and Maidenhead  
Slough

### Key Priorities:

#### Geography

Particular focus on wards with higher than Berkshire average unemployment or inactive levels.

### Priority qualifications/sectors

Priority sectors are hospitality, health and social care, logistics where there are the highest vacancies at levels 1, 2 and 3.

Priority should be given to the delivery of meaningful qualifications rather than generic employability training, e.g. certificates and awards in food and drink, logistics and adult health care. Where progression is into education, it should be towards full qualifications.

The Contractor will produce a development plan in response to the LEP's needs to identify additional activities, with identified roles and responsibilities and named contacts which will be agreed and revised with the LEP on an annual basis. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP. The LEP will agree the template for the development plan, which will be a minimum requirement for the Contractor.

### **Priority Group:**

The Services should focus on supporting people living in areas of deprivation and/or those who experience significant barriers in the labour market, including but not exclusively supporting

- people with disabilities or health conditions, including those with learning difficulties, mental health issues or drug and alcohol dependency problems;
- people aged 50 or over and seeking employment;
- people from ethnic minorities;
- women;
- lone parents
- people from neighbourhoods and estates where there are high levels of unemployment and deprivation

## **PART 5 FUNDING AND OUTCOMES**

87. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

88. The contract will be for the value of £992,336.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### **TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £992,336.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	655	80	£ 52,400.00
RQ01 Regulated Learning			£ 476,462.00
NR01 Non Regulated Activity			£ 286,174.00
PG01 Progression Paid Employment (EMP)	197	600	£ 118,200.00
PG03 Progression Education (EDU)	52	300	£ 15,600.00
PG04 Progression Apprenticeship (EDU)	66	600	£ 39,600.00
PG05 Progression Traineeship (EDU)	13	300	£ 3,900.00
<b>Total of ESF Specification</b>			<b>£ 992,336.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

#### PART 4: LOCAL SERVICE REQUIREMENTS

#### WEST OF ENGLAND – MORE DEVELOPED

## GEOGRAPHY / AREA OF DELIVERY

### LEP Background

Background information regarding the LEP area can be found in our EU SIF Strategy available here: <http://westofenglandlep.co.uk/funding/eu-sif/>

This document was produced in 2014. The West of England LEP area also published a Strategic Economic Plan available here: <http://westofenglandlep.co.uk/about-us/strategicplan>

Both documents give a good background the economic situation here, as well as on our population. Our latest Operating Framework and Business Plan are available here: <https://www.westofengland-ca.gov.uk/weststrategy/>

The following detail provides some background to the characteristics of the unemployed here (as of 2014):

Over the last five years white males aged 25-49 claimants have been consistently the largest claimant group in the West of England, followed by white females 25-49. White males 18-24 and 50+ are the following two categories with ethnic males 25-49 making up 6.8% and ethnic females 25-49 3.1% of total claimants.

Evidence suggests that assisting those in the 25-49 category offers significant potential for business impact and previous policy has hampered agencies' ability to address their needs. Whilst much of the activity will be target the 25-49 age group, all age, sex and ethnicity groups will be included in the activity proportionate to local need.

### Local Authorities:

Bristol City Council  
Bath and North East Somerset Council  
North Somerset Council  
South Gloucestershire Council

### Key Priorities:

The key focus of training should be in key sectors across the West of England based on a comprehensive knowledge of the local job market and economy.

Key priorities are:

- supporting Participants to retrain or re-enter in the labour market by delivering opportunities for those with outdated skills i.e. level 2 gained in 1970s or vocational skills in declining industries
- supporting unemployed adults to enable them to gain employment in growth areas of the local labour market.
- encourage participation by mature job seekers, particularly those without academic qualifications, with self-taught skills or on the job learning.
- Assisting those who are over 50 years of age that make up a large proportion of our unemployed residents.
- Those in rural locations who find it hard to access employment opportunities.

## PART 5 FUNDING AND OUTCOMES

89. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

90. The contract will be for the value of £3,150,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £3,150,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	2077	80	£ 166,160.00
RQ01 Regulated Learning			£ 1,513,685.00
NR01 Non Regulated Activity			£ 909,155.00
PG01 Progression Paid Employment (EMP)	623	600	£ 373,800.00
PG03 Progression Education (EDU)	166	300	£ 49,800.00
PG04 Progression Apprenticeship (EDU)	208	600	£ 124,800.00
PG05 Progression Traineeship (EDU)	42	300	£ 12,600.00
<b>Total of ESF Specification</b>			<b>£ 3,150,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## PART 4: LOCAL SERVICE REQUIREMENTS

### WORCESTERSHIRE – MORE DEVELOPED

## GEOGRAPHY / AREA OF DELIVERY

### LEP Background

Worcestershire Local Enterprise Partnership's vision is to build a connected, creative and dynamic economy that delivers increased prosperity for all those who choose to live, work and invest in Worcestershire.

Specifically, by 2025, to have added 25,000 jobs and increased Gross Value Added (GVA) by £2.9bn.

Worcestershire LEP is working towards three strategic objectives:

1. Create a World Class business location
2. Promote individuals with World Class skills
3. Develop World Class competitive and innovative businesses

The Service being procured will be aligned with the Worcestershire Strategic Economic Plan, European Structural and Investment Funds Strategy and Worcestershire Employment and Skills Strategy (<https://www.wlep.co.uk/resources/document-library>) and will be delivered to fulfil the second Worcestershire LEP Strategic Objective above which aims to realise people's potential and meet the skills needs of local businesses.

Worcestershire LEP, through the Worcestershire Employment & Skills Board, has identified a number of priorities in relation to employment and skills in the county:

- Skills and workforce planning: In particular, increasing the number of Apprenticeships (especially at levels 3 and 4), developing graduate level opportunities and increasing private sector skills investment.
- Strengthening the relationship between education and business: With Worcestershire Employment & Skills Board, we have developed an initiative for Worcestershire's high schools to work more closely with businesses, particularly in relation to work experience opportunities. See the new web portal for more information.
- Increasing employability: We are committed to improving the employment prospects of young people and a number of initiatives have been identified through the Employment and Skills Board.

Worcestershire LEP will work with partners to help deliver the vision set out in the SEP and ensure co-ordinated delivery of consistent, high quality programmes to all targeted client groups across Worcestershire.

Integral to this vision, is the fundamental requirement that ESF investment delivered via Co-Financing Organisations (ESFA and BLF) provides a coherent customer-oriented support programme and delivers social and economic inclusion as a whole.

### Local Authorities:

Worcestershire County Council  
Bromsgrove District Council  
Malvern Hills District Council  
Redditch Borough Council  
Worcester City Council  
Wyre Forest District Council



**Key Priorities:**

As part of the Services, the Contractor will produce a development plan which will be agreed and revised with the LEP/ESFA. Plans could include research; co-ordination of labour market information; proposals to respond to skills needs of LEP's priority sectors or key sectors in the economy with prior agreement; developing provider responsiveness; innovation and employer engagement. The Contractor will support the on-going implementation of the plan and provide regular updates to the LEP.

The Services provided should be flexible roll-on roll-off.

The Services must provide self-employment support that reflects the needs of unemployed individuals.

The Contractor will work with the ESF SSW Contractor who will continue to support their SSU Participants' once they progress into employment where appropriate.

Worcestershire LEP would like meaningful qualifications rather than generic employability training, e.g. certificates and awards in welding, food and drink, lean manufacturing, construction and adult health care, but not customer service and business administration. Where progression is into education, it should be towards full qualifications.

The Services must investigate existing demand for ESOL provision across the LEP area and explore where the Services might be able to augment provision available to the target group and promote participation. The Services must then offer provision that will be responsive to local demands and business needs including a package of support that will equip Participants to develop the skills and workplace experience required by employers.

The Services must be available across the whole LOT with a focus on the following areas with high levels of workless residents:

- Broadwaters
- Rainbow Hill
- Gorse Hill
- Cathedral
- Pickersleigh
- Greenlands
- Charford
- Abbey
- Batchley
- Winyates
- Oldington and Foley Park

**PART 5 FUNDING AND OUTCOMES**

91. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

92. The contract will be for the value of £800,000.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

#### TABLE C

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £800,000.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	528	80	£ 42,240.00
RQ01 Regulated Learning			£ 384,388.00
NR01 Non Regulated Activity			£ 230,872.00
PG01 Progression Paid Employment (EMP)	158	600	£ 94,800.00
PG03 Progression Education (EDU)	42	300	£ 12,600.00
PG04 Progression Apprenticeship (EDU)	53	600	£ 31,800.00
PG05 Progression Traineeship (EDU)	11	300	£ 3,300.00
<b>Total of ESF Specification</b>			<b>£ 800,000.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

#### PART 4: LOCAL SERVICE REQUIREMENTS

**YORK, NORTH YORKSHIRE AND EAST RIDING  
MORE DEVELOPED AND TRANSITION**

## GEOGRAPHY / AREA OF DELIVERY

### LEP Background

The York, North Yorkshire and East Riding LEP's [ESIF Strategy and Strategic Economic Plan](#) and [Strategic Economic Plan Update](#) set out the priorities for economic growth in the area. Its skills priority 'Inspired People' sets out a range of objectives and activities to ensure that growing businesses have a productive workforce, young people make the right education and job choices and unemployed people get the best chances to connect to sustainable jobs. The ESIF strategy also seeks to address barriers relating to rural isolation which prevents access to initiatives and opportunities that are available in urban environments.

Whilst York and North Yorkshire has a generally healthy socio-economic profile with low unemployment and higher than average skills attainment there are pockets of deprivation which are evident in urban areas such as York, Harrogate and the coastal strip including Scarborough and Whitby. These areas have lower levels of attainment in skills, higher levels of unemployment and score highly on indices of deprivation.

The ESIF strategy focuses on key sectors for the LEP area. These are: bio-economy (including agri-tech, bio-renewables, food manufacturing), engineering, construction, health and social care, visitor economy and VCSE.

Agri-tech, bio renewables and food manufacture drive growth, however, there are substantial shortfalls in worker numbers in sectors which account for a large proportion of total businesses in the LEP area. These include health and social care, the visitor economy and construction. This shortfall necessitates action to ensure all our businesses can recruit and retain an optimum workforce and ensure our economy continues to grow.

The ageing workforce in important sectors such as engineering requires action to address the shortfall in skilled labour especially as significant economic opportunities such as offshore wind, the potash mine and increased construction projects gather pace. There is also a need to address the gender imbalance of too few women in STEM related careers and there is an under representation of men in the care sector.

### More Developed LOT 1

#### Local Authorities:

The Service must be delivered in the entire LOT Area of:

- North Yorkshire County Council
  - Craven District Council
  - Hambleton District Council
  - Harrogate Borough Council
  - Richmondshire District Council
  - Ryedale District Council
  - Scarborough Borough Council
  - Selby District Council
- City of York Council

**Key Priorities:**

The Service must be accessible across York and North Yorkshire, in particular where rural isolation presents an additional barrier to entering the job market and where pockets of deprivation are evident in urban areas such as York, Harrogate and the coastal strip including Scarborough and Whitby.

The Services should include provision which addresses skills needs in the following priority areas:

- Agritech
- Biorenewables
- Food Manufacture
- Visitor Economy
- Health and Social Care
- Engineering
- Construction
- VCSE

The Services must take into account the local labour market and deliver skills that directly relate to job opportunities.

**Priority Groups**

The Service must be accessible to Participants where rural isolation presents an additional barrier to entering the job market. In addition, the Service will be expected to provide innovative provision for the following priority groups:

- People aged 50+
- Unemployed (including long-term unemployed) and inactive
- Females
- Lone parents
- Those with a disability or health problem (physical and/or mental)
- Ex-offenders
- Participants without basic skills
- Returners to the job market
- Care Leavers

The Contractor must commit to attend and provide relevant management information for a local steering group. The Contractor must ensure that a representative from the York, North Yorkshire and East Riding LEP is invited.

**Transition LOT 2****Local Authorities:**

- East Riding of Yorkshire Council

**Key Priorities:**

The Service must be accessible across East Riding, in particular where rural isolation presents an additional barrier to entering the job market and where pockets of deprivation are evident in urban areas such as Withernsea and Bridlington.

The Service must include provision which addresses skills needs in the following priority areas:

- Agritech
- Biorenewables
- Food Manufacture
- Visitor Economy
- Health and Social Care
- Engineering
- Construction
- VCSE

The Service must take into account the local labour market and deliver skills that directly relate to job opportunities.

#### **Target Group**

The Service must be accessible to Participants where rural isolation presents an additional barrier to entering the job market. In addition, delivery must provide innovative provision for the following:

- People aged 50+
- Unemployed (including long-term unemployed) and inactive
- Females
- Lone parents
- Those with a disability or health problem (physical and/or mental)
- Ex-offenders
- Participants without basic skills
- Returners to the job market
- Care Leavers

The YNYER LEP requires development of and participation in a local steering group. Where this is required, the Contractor must commit to attend and provide relevant management information.

## **PART 5 FUNDING AND OUTCOMES**

### **LOT 1 – More Developed**

93. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

94. The contract will be for the value of £371,250.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The

final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

**TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £371,250.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	245	80	£ 19,600.00
RQ01 Regulated Learning			£ 177,899.00
NR01 Non Regulated Activity			£ 106,851.00
PG01 Progression Paid Employment (EMP)	74	600	£ 44,400.00
PG03 Progression Education (EDU)	20	300	£ 6,000.00
PG04 Progression Apprenticeship (EDU)	25	600	£ 15,000.00
PG05 Progression Traineeship (EDU)	5	300	£ 1,500.00
<b>Total of ESF Specification</b>			<b>£ 371,250.00</b>

\*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.

## LOT 2 - Transition

95. The Contractor will be paid based on the achievement of Outcomes in accordance with Part 3 provided that total payments made to the Contractor under this Contract shall not exceed the Maximum Contract Value.

96. The contract will be for the value of £123,750.00 based on delivery of outcomes. The contract start date is 1 April 2019 and delivery will commence immediately. The final date for participant starts is 31 December 2020 and all activity must be completed by 31 July 2021.

**TABLE C**

This table provides an indication of the Estimated Number of Participant Outcomes to be achieved by the Contractor in return for funding of £123,750.00

Description	Volumes	Unit Cost	£
ST01 Learner Assessment and Plan	82	80	£ 6,560.00
RQ01 Regulated Learning			£ 59,158.00
NR01 Non Regulated Activity			£ 35,532.00
PG01 Progression Paid Employment (EMP)	25	600	£ 15,000.00
PG03 Progression Education (EDU)	7	300	£ 2,100.00
PG04 Progression Apprenticeship (EDU)	8	600	£ 4,800.00
PG05 Progression Traineeship (EDU)	2	300	£ 600.00

<b>Total of ESF Specification</b>			<b>£ 123,750.00</b>
*ST01 require start on learning (RQ or NRQ) to be eligible for claiming.			

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