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Investing in jobs and skills



Leading learning and skills

LEARNING & SKILLS COUNCIL

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Tender – East of England/Adult Project Specifications

November 2007

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Introduction to tender

The importance of rapidly enhancing the skills base of those in employment has been emphasised in the Leitch Review of Skills. The Review recommended that for the UK to become a world leader in skills by 2020, a number of targets would need to be achieved including: 95% of adults with functional literacy and numeracy skills, 90% of adults with at least a level 2 qualification, 1.9million more level 3 attainments and 500,000 more apprenticeships in the UK.

Adult learning patterns in the East of England broadly reflect those of the country as a whole. Over two thirds of adults in the East of England took part in some form of learning in 2005 whilst just under half of adults were involved in some form of taught learning¹. However, the definition of learning is very broad (training while doing a job; time spent keeping up-to-date with developments in one's work or profession; deliberately trying to improve one's knowledge or teach oneself a skill), with very little of this learning likely to lead to a recognised qualification or addressing recognised skills needs in the region.

Areas of greatest skills need are concentrated in particular areas in the region, with the greatest proportion of adults without a Level 2 found in North Norfolk, Forest Heath in Suffolk, the Fenlands as well as along the Essex/London border. The pattern of need for Level 3 qualifications is similar though there is more of a general need throughout the region, including parts of Suffolk, Cambridgeshire and Bedfordshire.

Unemployment rates remain low in the region. In June 2006, around 2% of the people aged between 16 and 65 were claiming unemployment benefit across the East of England, slightly lower than the England average of 2.5%². This would suggest that adults can readily access the labour market with their current level of qualifications. It also highlights the scale of the challenge in meeting the additional employment needs of the priority sectors. The pattern of unemployment is varied across the region, with rates above the national average in Great Yarmouth, Luton, Norwich, Ipswich and Waveney. These districts also have a significant proportion of workers claiming unemployment for six months or more.

Improving literacy and numeracy skills across the East of England continues to present a significant challenge. Findings from the national Skills for Life Survey suggest that an estimated 53% of adults in the East of England had literacy skills at Level 1 or below. Whilst below the national average, it suggests around 1.8 million adults in the East of England region have scope to improve their literacy skills. Of these, around a quarter were classified at Entry Level (Levels 1-3 inclusive), with the majority estimated to be at Entry Level 1. Levels of numeracy skills amongst adults in the region were found to be lower. An estimated 7 out of 10 adults in the East of England had numeracy skills at Level 1 or below, equivalent to around 2.4 million adults in the region. In contrast to literacy skills, the majority of adults were classified at Entry Level for numeracy skills.

The London 2012 Olympics and Paralympics Games represent one of the most significant and strategic regeneration projects in the Gateway. In addition to being the largest sporting event in the world, the 2012 Games will provide long term regeneration benefits to the Lower Lea Valley in the Thames Gateway and to surrounding areas.

As a neighbouring region, the 2012 Games offer substantial opportunities and challenges to the East of England. Estimates suggest that the economic impact on the East of England could exceed £600 million, though this excludes the costs of programmes to support the realisation of these benefits. The greatest economic benefits for the region revolve around

¹ Annual Population Survey, APS05, Department of Education and Skills, 2005

² Claimant Count, Department for Work & Pensions, 2006

using the Games as a catalyst to improve the tourism product in the region. There are also potential significant benefits in the areas of skills, most notably in construction, logistics, culture, media, creative industries, hospitality and sport and leisure. There will also be opportunities for the region's businesses, which could be expected to secure up to 5-10% of the value of contracts linked to the Olympics. However, there will also be some risks for the region to manage, including a drain of skills from the region and competition for funding and other resources. Some sectors, such as manufacturing, may experience a decline as there will be little direct benefit from construction activities or tourism but will have to compete for similar labour, including the possibility of having to pay higher wages than normal to attract workers.

There are 14 prisons in the East of England (including young offender institutions and all types of adult prison) holding in the region of 8,000 offenders at any one time. Data provided in recent reports indicates that although offenders have fewer qualifications and lower reading levels than the rest of the population, levels of unemployment among this group are disproportionately high.

The role of migrant workers and the skills problems they face are also important issues to address. A report published in June 2005 estimated that there are 50,000 to 80,000 migrant workers in the East of England. The report identified that most migrant workers are working in the region below their skill level even though the skills they possess can be in areas where there are major skill shortages. It also highlighted the obstacle of non-recognition of foreign qualifications by employers.

The LSC will be delivering activities that enhance the Skills for Jobs offer for adults who are not in work, with particular focus on providing the skills necessary to enter the priority sectors experiencing significant skills shortages.

The LSC will also be focusing on the delivery of basic skills and qualifications to level 2 that provide progression to, from and enhance the core Train to Gain programme. Some activity at level 3 will be delivered, primarily to the key priority sectors

Skills for Jobs (ESF)	Reference: EE/A/S01
Aim	
<p>We are seeking tenders that develop and add value to our current mainstream activities by investing in a recognised range of additional pre- and post- employment activities collectively referred to as ‘Skills for Jobs’.</p>	
Service requirement	
<p>Skills for Jobs (S4Js) is an umbrella term for a range of different actions that directly link skills and employment. The main target group is low skilled adults (19+), not currently in employment but who want to work. Within this broad category, groups facing specific barriers and experiencing significant disadvantages would be prioritised, reflecting local and sub-regional needs.</p>	
<p>The commissioned activity would provide an important ‘pre-employment’ phase and additionality to a number of existing mainstream funded programmes including: Personal and Community Development Learning (PCDL); Neighbourhood Learning for Deprived Communities (NLDC); Train to Gain and Apprenticeships/Adult Apprenticeships.</p>	
<p>Activity could also provide additional pre-level 2 training in employment where appropriate, providing a clear “pipeline” for Train to Gain referrals. Such activity would involve working closely with Train to Gain brokers and groups of employers to identify vacancies and skill requirements and prepare unemployed individuals, through individual support and tailored (or mainstream) training, for job entry. Training would continue once in employment through Train to Gain or apprenticeships with continued enhanced support for the employer and employee to ensure both sustained employment and further skills and qualification attainment.</p>	
<p>It is vital that any successful tender demonstrates links to current activity in this area, such as skills coaching, or basic skills for Jobcentre Plus customers. It must also show links into mainstream LSC funding.</p>	
<p>We expect applicants to be able to demonstrate a track record of delivering this type of activity. That they not only have the local knowledge, and capability to deliver in very local areas, but they must also demonstrate their staff have the necessary skills to make the tender successful. Where these resources are not in place they must demonstrate how these will be secured.</p>	
<p>Proposed core ‘Skills for Jobs’ activities across the region include:</p>	
<p><i>Skills for Jobs Brokers:</i></p>	
<p>The use of a number of brokers to identify employers with recruitment needs, vacancies and skills requirements and through an assessment, provide “Skills for Jobs” solutions to their needs. Then at the employment stage refer on to Train to Gain.</p>	
<p><i>Pre and post recruitment bespoke training to meet the needs of employers:</i></p>	
<p>Once the prospective employee has been identified, bespoke training is required to prepare the individual for employment and meet employers’ needs prior to access to “Train to Gain” when employed. The emphasis can be on language skills and associated job specific literacy/numeracy and technical upskilling.</p>	
<p><i>Employability and occupational training tailored to individual and employer needs:</i> Providing the skills needs often raised by employers as being important – communication</p>	

skills, working as part of a team, flexibility, problem solving & personal management skills.

Pre/Post employment mentoring and support for individuals:

Unemployed individuals may have additional problems related to motivation, health, disability, debt, dependency, transport etc that will require ongoing and targeted attention both pre and post employment. Mentoring will be the vital component in the provision that adds value to current provision.

In addition flexible provision will be delivered from the following procurement menu of activities in the **specified local LSC** areas.

Area	Activity	Description
Bedfordshire and Luton	Job scoping/brokerage support to employers	This role will be the "person broker" between the employer and Jobcentre Plus to identify a suitable person for a particular vacancy. Also to identify the learning & development needs of the individual to ensure best fit for employer and prospective employee. Arrange appropriate employability, occupational & vocational training supported by a mentor.
	Pre-employment support for individuals e.g. CV writing, mock interviews, action planning	Individual skills diagnostics, undertaking research, skills action planning, signposting, referral, writing letters, completing application forms, personal presentation, interview techniques, follow-up/review success.
	Softer skills development e.g. assertiveness, anger management, motivation	Tailored support for individuals requiring additional support in specific personal areas.
	Mentoring and support services	Unemployed individuals may have additional problems related to motivation, health, disability, debt, dependency, transport etc that will require ongoing and targeted attention both pre and post employment. Mentoring will be the vital component in the provision that adds value to current provision.
Hertfordshire	Job scoping/brokerage support to employers	This role will be the "person broker" between the employer and Jobcentre Plus to identify a suitable person for a particular vacancy. Also to identify the learning & development needs of the individual to ensure best fit for employer and prospective employee. Arrange appropriate employability, occupational & vocational training supported by a mentor.
	Pre-employment support for individuals e.g. CV writing, mock interviews, action planning	Individual skills diagnostics, undertaking research, skills action planning, signposting, referral, writing letters, completing application forms, personal presentation, interview techniques, follow-up/review success.

	Softer skills development e.g. assertiveness, anger management, motivation	Tailored support for individuals requiring additional support in specific personal areas.
	Mentoring and support services	Unemployed individuals may have additional problems related to motivation, health, disability, debt, dependency, transport etc that will require ongoing and targeted attention both pre and post employment. Mentoring will be the vital component in the provision that adds value to current provision.
Essex	Job scoping/brokerage support to employers	This role will be the "person broker" between the employer and Jobcentre Plus to identify a suitable person for a particular vacancy. Also to identify the learning & development needs of the individual to ensure best fit for employer and prospective employee. Arrange appropriate employability, occupational & vocational training supported by a mentor.
	Pre-employment support for individuals e.g. CV writing, mock interviews, action planning	Individual skills diagnostics, undertaking research, skills action planning, signposting, referral, writing letters, completing application forms, personal presentation, interview techniques, follow-up/review success.
	Mentoring and support services	Unemployed individuals may have additional problems related to motivation, health, disability, debt, dependency, transport etc that will require ongoing and targeted attention both pre and post employment. Mentoring will be the vital component in the provision that adds value to current provision.
	Access/foundation learning for entry level or below learners	Units tailored to meet the needs of potential learners with an emphasis on occupational activities leading to vocationally relevant skills development, including, but not exclusively, qualifications.
Cambridgeshire	Flexible and responsive recruitment services and solutions for employers	A pilot to introduce a bespoke interview model with dedicated JCP support to assist employers' faced with multiple job vacancies/ large scale selection processes and to aid greater choice/better use of employer interview time.
	Access/foundation learning for entry level or below learners	Units tailored to meet the needs of potential learners with an emphasis on occupational activities leading to vocationally relevant skills development, including, but not exclusively, qualifications.
	Information, Advice and Guidance	To expand the Skills Coaching programme to include 3 additional elements: to drive up IB claimant referrals, address the 33%

		fallout of clients after access interviews who don't suit the programme, to pilot a supported 'work placement' element after /in parallel with the learning element. All of the above to be introduced into Norfolk.
Suffolk	Flexible and responsive recruitment services and solutions for employers	A pilot to introduce a bespoke interview model with dedicated JCP support to assist employers' faced with multiple job vacancies/ large scale selection processes and to aid greater choice/better use of employer interview time.
	Access/foundation learning for entry level or below learners	Units tailored to meet the needs of potential learners with an emphasis on occupational activities leading to vocationally relevant skills development, including, but not exclusively, qualifications.
	Information, Advice and Guidance	To expand the Skills Coaching programme to include 3 additional elements: to drive up IB claimant referrals, address the 33% fallout of clients after access interviews who don't suit the programme, to pilot a supported 'work placement' element after /in parallel with the learning element. All of the above to be introduced into Norfolk.
Norfolk	Flexible and responsive recruitment services and solutions for employers	A pilot to introduce a bespoke interview model with dedicated JCP support to assist employers' faced with multiple job vacancies/large scale selection processes and to aid greater choice/better use of employer interview time.
	Access/foundation learning for entry level or below learners	Units tailored to meet the needs of potential learners with an emphasis on occupational activities leading to vocationally relevant skills development, including, but not exclusively, qualifications.
	Information, Advice and Guidance	To expand the Skills Coaching programme to include 3 additional elements: to drive up IB claimant referrals, address the 33% fallout of clients after access interviews who don't suit the programme, to pilot a supported 'work placement' element after/in parallel with the learning element. All of the above to be introduced into Norfolk.

Target groups & priority

Workless individuals 19+ with Individuals in priority groups of:

- Incapacity Benefit
- Jobseekers Allowance
- Lone parents
- Older people

- Young unemployed
- BME communities
- Refugees
- Economic Migrants
- Offenders/ex-offenders

Geography / area of delivery

Across the region in areas of high worklessness with the number of participants being at least **2675** as follows:

Essex 827

Suffolk 348

Cambridgeshire 340

Bedfordshire & Luton 240

Hertfordshire 435

Norfolk 486

We welcome bids from individual providers or collaborations that want to work at regional, sub regional and local levels including at ward level where there are significant pockets of worklessness. It is up to the provider to specify the areas that they might want to engage with and the volumes that they might want to deliver.

Outputs

Skills for jobs will provide employability skills and pathways to employability including where appropriate additional training to prepare adults to be job ready, to secure sustainable employment and to continue to up skill to gain recognised qualifications. It may also provide individuals with skills in enterprise and self-employment.

Key outcomes will be:

- Number of individuals engaged in skills for jobs activity
- Number of individuals who continue to progress in learning. (half of those engaged)
- One third of those engaged secure employment (“the numbers of individuals engaged in employment of at least 16 hours per week for JSA customers and 8 hours per week for IB customers for 13 weeks duration”) within 6 weeks of completing skills for jobs activity

In addition to job outcomes, participants in the programme could progress to vocational training, work-placements, supported work-placements, voluntary work.

Results

- Participants should move towards or into employment opportunities
- Eligible Participants should take up Train to Gain opportunities for training when they move into work
- Increase in the number of employed Adults
- Progressions into vocational training etc
- Reduction in number of Adults claiming JSA

Other outcomes

In addition to job outcomes, other participants in the programme could progress to vocational training, work-placements, supported work-placements, voluntary work. Specific outcomes will be agreed through negotiated agreements with partners. These may include, for example, evidence of regular contact once clients have entered work or evidence of an

agreed employability plan. They may also include: an expectation that improved employer linkages are developed to help with delivery of pre/post employment training; that providers collaborate in delivery with local subcontractors; or that clients are guaranteed a job interview on completion of pre-employment training.

Funding available

£4,011,967

Start and end dates

March 2008 to 31 Dec 2010 or any period between

Contracting details

For activity commissioned through this specification, the potential indicative funding is based on a unit cost of £1,500, giving a range from £500 for a lower level intervention to a likely maximum of £1,500. On that basis we anticipate that at least 2724 individuals throughout the Eastern Region will benefit from this provision.

The likely funding model is:

- 50% paid on engagement in agreed skills for jobs activity (the individual participates in at least one activity of skills for jobs as defined in their personal action plan)
- 25% paid on entry to a job with training
- 25% paid if still in a job with training for 13 weeks

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.

Upskilling people for sports-related employment	Reference: EE/A/S02
Aim	
<p>The LSC is seeking one project that covers the whole of the region, but with particular focus on Essex and Hertfordshire, that provides the skills and experience necessary to enable people to gain employment in the sectors that will be facing a considerable change in preparation for the London 2012 Olympics and Paralympics.</p>	
Service requirement	
<p>The project is to provide vocational and transferable skills training together with relevant work experience and volunteering opportunities that will enable the participants to move into employment (full or part time) in sectors that are or will be involved in preparation for the London 2012 Olympic and Paralympic Games.</p>	
<p>A volunteering project (PVP) at pre-level 2 has already been piloted in London region and through the ESF project On Your Marks, showing the relevance of training and volunteering in moving people towards employment with further training opportunities, based around 2012 activities. Other recent research reports carried out for the East of England Skills and Competitiveness Partnership (EESCP) have further identified specific needs:</p>	
<u>Impact Research report</u>	
<p>The first report by, Impact Research, examined the skills needed to improve the visitor experience and sports presentation for 2012. The research covered six Sector Skills Councils and examined specific issues from each sector. It confirmed that people working on 2012 would need excellent skills in the following areas:</p>	
<ul style="list-style-type: none"> • Customer service • Diversity, disability and cultural awareness • Communication • Management and leadership • Venue knowledge 	
<u>Cambridge Econometrics report</u>	
<p>The second report, by Cambridge Econometrics, analysed the skills needed up to 2012 and beyond, not only in London but across the UK. The research supports the case that the 2012 Games will create a major incentive for generating an interest in training and up-skilling current and potential workers to support economic growth.</p>	
<p>The project is expected to deliver the following activities:</p>	
<ul style="list-style-type: none"> • Vocational and technical skills training at levels 1, 2 and above, volunteering opportunities and work experience in project & event management, disability awareness, diversity, equality, customer care/service, hospitality, leading to employment that provides effective support to visitors into the region • Training at all levels for people with disabilities to increase their access to employment opportunities in businesses growing as a result of having games-time activities in the region 	

- Vocational and technical skills training at level 3 in Sports Coaching, project and event management, security and health and safety, electrical and sound engineering and related media training relevant to providing coverage of games-time activities

The work placements leading to employment aspects will link to similar programmes in London and South East (On Your Marks) and current ESF project for volunteering being developed in London, South East and South West.

Employment pathways should lead to eligible participants continuing their training post employment through Train to Gain (or Modern Apprenticeships if aged under 19).

This must be a collaborative project that must involve one or more partners from the following agencies: college, WBL provider, local authority, or Train to Gain provider. Providers should have experience in delivering the training subjects being offered under this project. Providers should have experience of delivering similar activities and having experience of working with all of the target groups named in ways outlined in this specification. All vocational training and qualifications offered must be on the Learning Aims Database (LAD).

Target groups & priority

All participants must be unemployed (or employed in part time work of no more than 16 hours per week).

It is anticipated that the majority of participants will be aged 19+, but if aged 16-19 their participation on this project will need to lead to progression to the Modern Apprenticeship scheme on employment.

All must live and/or work in the East of England region.

The balance of participants from disadvantaged groups (BME, people with disabilities etc) on the project should mirror or exceed the population balance of the relevant area. Where an activity is targeted specifically at people with disabilities, all participants must have a declared disability (including those with mental health problems or learning difficulties).

Geography / area of delivery

Whole of East of England region, with particular focus on Essex and Hertfordshire.

Outputs

At least 2000 participants. County-level recruitment would normally be expected to mirror the unemployment claimant count statistics, but as Essex and Hertfordshire will have 2012 venues it is acceptable to recruit higher proportions of learners from these counties. Bedfordshire participation is restricted to no more than 4% of total participants as Bedfordshire County Council is also co-financing employability activities.

At least 70% of learners should gain a full qualification and/or employment in one or more of the following areas:

- Higher level skills training (Level 3 and above) in technical skills including project and event management, security and health and safety, electrical and sound engineering and related media training relevant to providing coverage of games-time activities.
- Higher level skills training in sports coaching

- Higher level skills training for people to work with people with disabilities in sport activities and coaching, as well as in generic employment in businesses growing as a result of the games presence in the region
- Training at levels 1, 2 and above in diversity, equality, customer care, hospitality, to provide effective support to visitors into the region
- Training at all levels for people with disabilities to increase their access to employment opportunities in businesses growing as a result of having games-time activities in the region
- Training for people with disabilities to participate and progress to employment in sports activities, particularly those sports featuring in the Paralympics

Results

- Participants should move towards or into employment through work-experience opportunities (these may be as volunteers).
- Participants eligible should take up funded Train to Gain opportunities for training when they move into work
- Higher skills gained by participants in skills and sectors growing as a result of 2012 activity taking place in the region
- Increased number of specialist sports coaches in the region to work specifically with people with disabilities, giving them opportunities to participate more widely in sports activities
- Higher levels of employment of people with disabilities in businesses that are gaining from 2012 activity in the region

Other outcomes

Work placements for unemployed beneficiaries to move them towards or into employment. Delivery of qualifications in specific training as described above/below. All relevant training may be funded through this project where it cannot be supported through core LSC funds. Participant travel and/or child/dependant care costs may also be funded as appropriate.

Funding available

£2,011,218

Start and end dates

March 2008 to 31 Dec 1010 or any period between

Contracting details

This project must tie in with Train to Gain to ensure complementarity. It should also demonstrate clear added value to Skills for Jobs activities in the region where participants are unemployed.

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.

Offender Engagement	Reference: EE/A/S03
Aim	
<p>We are seeking tenders that develop and add value to the Offenders' Learning and Skills Service (OLASS) for adults in custody, but principally in the community, and which support the activities within the region's Test Bed. ('Reducing Re-offending through Skills and Employment: next steps' DfES December 2006).</p>	
Service requirement	
<p>Organisations should also consult the OLASS Prospectus on the LSC web site. Support packages for offenders leaving prison having served less than 12-month sentences and not under supervision of the Probation Service will also be welcomed, as will initiatives that seek to support offenders released from prisons in other regions back into the East of England. Preference will be given to organisations with a track record in delivering offender learning.</p>	
<p>The Offenders' Learning and Skills Service operates in the 13 prisons managed by HMPS Eastern Area and the region's six probation areas. Tendering organisations are also encouraged to include Peterborough private prison in their activities plan. OLASS delivers the Offender's Learning Journeys for both adults and young offenders (For further detail please see DIUS and DCSF web sites). This includes : Information, Advice and Guidance; Employability Skills (including Wider Key Skills); Skills for Life; Vocational Skills; Skills for Self-employment; Personal and Social Development activities. Activities in the tender should enhance what is delivered through core provision in the community, taking into account the particular needs of offenders with regard to additional mentoring and support needs. It is envisaged that activities to support Young Offenders (16-19) will be supported through tenders submitted under the separate 16-19 NEET Intervention specification. Tendering organisations must have the written support at submission stage of the prisons and probation services they intend to work with.</p> <p>Suggested activities include: training to support offenders into work up to Level 2; developing flexible learning opportunities for offenders round the National Offender Management Service (NOMS) reducing re-offending pathways to help increase access to vocational training and employment; supporting volunteering placements as a pathway to employment; developing peer mentoring schemes for offenders. These activities should enhance and align with other LSC core programmes such as OLASS and Train to Gain.</p> <p>Tendering organisations should also be aware that the pre-employment activity included in the Skills for Jobs specification includes adult offenders and ex-offenders as beneficiary groups.</p>	
Target groups & priority	
<ul style="list-style-type: none"> • Offenders and ex-offenders in the community aged 19+ • Offenders under supervision of the Probation Service on community orders or on licence • Offenders released into the community following short sentences and not under supervision of the Probation Service • Offenders in custody within 2 years of release • Ex-offenders lacking the skills to gain employment 	
Geography / area of delivery	
<p>Across the region to target 1,000 offender beneficiaries</p>	

We welcome regional bids from providers from all sectors working in consortia. As specified above, bids must have the support of HMPS Eastern Area and/or the six Probation Service Areas as appropriate.

Outputs

Specific outcomes will be identified through negotiated agreements with partners based on the package of activities offered. Activity commissioned through this specification will be funded on the basis of a minimum level of support of £500 unit cost for lower level interventions to a possible maximum of £1,500. It is anticipated that 1,000 beneficiaries will benefit across the region.

Key outcomes will include:

- Vocational qualifications at Levels 1 and 2 in priority sectors for unemployed offenders and those requiring additional support and mentoring to become employable
- Progression from employability programmes into further training, volunteering opportunities or employment
- Personal, social and employability development for offenders supported by qualification outcomes
- Progression from tailored access programmes into core-funded learning programmes and/or employment
- Development of offender-specific programmes linked to other reducing re-offending pathways e.g. Accommodation, Drugs, Alcohol Abuse, Finance, Benefit and Debt, and leading to qualification outcomes up to Level 2
- Development of programmes with Skills for Life embedded to meet offenders' needs

Any tendering organisation will be required to demonstrate how the design and delivery of provision will meet the needs of offenders in either custody or the community, and provide appropriate levels of support. As indicated above, organisations must have an understanding of the NOMS Reducing Re-offending Strategy, the Test Bed and the OLASS Prospectus.

Results

We expect a package of interventions to be delivered from the following menu with provision tailored to meet the needs of the individual offender. It is expected that these interventions will be aligned with provision delivered through LSC core funding. It is recognised that many offenders have learning difficulties or have had negative learning experiences. Additional support to assist in overcoming these barriers can be included. Tendering organisations are expected to submit bids based on several elements:

Proposed Core activities to support offender engagement across the region include:

Offenders into Work:

- Delivery of tailored programmes to enhance employability skills for offenders. This can include programmes to develop self-employment skills. Development of training courses to be used with offenders both pre- and post release and to allow continuation of programmes begun in custody
- For unemployed offenders in the community, provision of appropriate support to complete Level 1 and 2 qualifications in priority sectors including construction, logistics, catering, hospitality, retail, land-based and engineering

Flexible Learning for Offenders:

- Development of enhanced IAG opportunities tailored to offenders' needs
- Programmes to assist access to vocational training. This can include development of new, accredited courses with input relevant to other reducing re-offending pathways Embedded Skills for Life inputs, as well as additional mentoring and support elements including support for learners with learning difficulties should be considered
- Delivery of Level 1 and Level 2 qualifications with tailored support

Offenders into Volunteering :

- Development of volunteering placements to develop personal and social skills for offenders leading to accreditation e.g. ASDAN Certificate in Community Volunteering, Levels 1 and 2
- Development of peer mentoring schemes leading to Level 3 IAG qualifications and possible future employment

Consideration will be given to developing motivational programmes to meet different learning styles as well as more flexible delivery models.

Other outcomes

Not applicable

Funding available

£663,816 for the whole region

Start and end dates

March 2008 to 31 December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) **MUST** be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is **NOT** subject to State Aid.

Skills for Life professional development	Reference: EE/A/S04
<p>Aim</p> <p>The Learning and Skills Council is looking for one project that will increase the capacity for delivery of Skills for Life provision across the East of England region.</p>	
<p>Service requirement</p> <p>This must be a collaborative project that must involve one or more partners from the following agencies, e.g. college, WBL provider, local authority, voluntary & community sector, professional development centres, East of England Numeracy Centre, etc).</p> <p>The project is required so that we can build capacity to deliver additional SfL opportunities in order to meet the 2010 PSA targets and to support future activity towards the Leitch ambitions of 95% of adults to achieve functional literacy and numeracy by 2020 (Level 1 Literacy / Entry Level 3 Numeracy). It will cover all sectors and a wide range of beneficiaries according to their level of involvement with SfL learners</p> <p>The project should support staff development, infrastructure and capacity building to enable tutors and support staff to deliver high quality SfL provision. This project is not funding actual delivery of SfL provision – delivery support can be offered through other measures in this ESF prospectus and through mainstream funding</p> <p>A successful project would deliver a range of accredited achievements across all levels (with particular focus on the new L4/5 Diploma Subject Specialist) and across all subject specialisms – literacy, numeracy and ESOL – as appropriate to each local area. Courses should be delivered to mixed cohorts of beneficiaries from a range of organisations including FE, WBL, VCS, ACL and will involve the delivery of Professional Development opportunities including:</p> <ul style="list-style-type: none"> • Volunteer Supporter @ L2 • Learning Support Assistant @ L3 • SfL specialist teacher @ L4/5 Diploma Subject Specialist [previously Level 4 Subject Specialist qualification] <p>These should be offered through various, flexible delivery formats e.g. full time, part time, modular, unitised etc.</p> <p>Past experience is developing and delivering L2, L3 and L4 SfL teaching qualifications would be preferred.</p> <p>The project should also support individuals in securing sustainable employment in SfL delivery – in particular for new entrants and those returning to teaching.</p> <p>The project will need to link in to work taking place through the existing Professional Development Centres (and equivalents) across the region, current and future work with the CETTS (Centres of Excellence in Teacher Training), continued SfL support activities through the QIA SfL Improvement Programme and with activities and developments taking place in the new Numeracy Centre for the E of E.</p>	
<p>Target groups & priority</p> <ul style="list-style-type: none"> • All participants must be aged 19+ and working in the East of England region • All participants must be employed (part or full time) although this does not need to be currently in the SfL or an educational field. Some people may be working in an 	

<p>unwaged</p> <ul style="list-style-type: none"> Those working with individuals who have SfL needs (inc. those working in FE, WBL, VCS, ACL/LEA and employers)
<p>Geography / area of delivery</p> <ul style="list-style-type: none"> Whole E of E region
<p>Outputs</p> <ul style="list-style-type: none"> 800 individuals to be engaged in SfL Professional Development – all to receive appropriate guidance, ILPs, mentoring etc as required Minimum of 400 individuals to achieve a full qualification – e.g. L2, L3, L4/5 Dipl. Minimum of 200 individuals to achieve a partial qualification – e.g. unit accreditation @ L2 (NB: some will do this and then progress to full L2)
<p>Results</p> <p>The project will offer activity across the whole E of E region. (If more than once project, they need to liaise closely to avoid duplication, share good practice etc.) It needs to link into existing SfL CPD work taking place through partner organisations – local, regional and national, including E of E Numeracy Centre, CETTS, QIA SfL Improvement Programme, LLUK, NCETM...etc.</p> <p>It will deliver a range of flexible courses and professional development opportunities at L2, L3 and L4/5 Diploma:</p> <ul style="list-style-type: none"> Various approaches – Full time / part time / modular / units, mentoring, etc. All subjects – Literacy, Numeracy and ESOL Flexible funding to support mentoring, shadowing / work placement, childcare, travel, etc. <p>The project should encourage partnership working with colleges, LEAs, etc, for the actual delivery of the courses to ensure regional coverage but with central monitoring to ensure consistent quality and access for all.</p>
<p>Other outcomes</p> <p>Not applicable</p>
<p>Funding available</p> <p>£1.3 million</p>
<p>Start and end dates</p> <p>March 2008 to 31 December 2010 or any period between</p>
<p>Contracting details</p> <p>As this is to be a collaborative project, all delivery partners (those receiving projects to carry</p>

out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.

ESOL for BME groups and migrant workers	Reference: EE/A/S05
<p>Aim</p> <p>The Learning and Skills Council is looking for one project to be managed centrally for the region (but potentially with a range of delivery partners operating a local level and sharing clear objectives, high quality, good practice etc.) that will enhance access to and quality of ESOL provision and support resulting in better community cohesion and enhanced career progression opportunities for BME and migrant workers. The project should also increase involvement of the Voluntary and Community Sector (VCS) in delivering the SfL agenda.</p>	
<p>Service requirement</p> <p>The project will be non sector-specific. Some activity will focus on high skilled jobs/sectors – for individuals with high level skills/qualifications obtained overseas but where poor English is keeping them in lower level employment.</p> <p>Focus on those with low level language skills (Pre-Entry to Level 2 ESOL) but also looking to recognise and convert their qualifications gained overseas.</p> <p>This must be a collaborative project that must involve one or more partners from the following agencies, e.g. college, WBL provider, local authority, VCS” etc.</p> <p>The project must also include IAG for learners either stand alone or built into the ESOL courses but must be costed and delivered within the project, This will include the development of specific IAG for Migrant workers re: living and working in the UK – information on support agencies, legal rights, where to find work, how to use existing qualifications.</p> <p>Project to support mainstream FE ESOL provision for the workplace by enabling the development of new module of delivery (intensive, flexible, etc) and helping with recognition and conversion of learners’ high level qualifications from overseas in conjunction with ESOL delivery to address poor language skills</p> <p>Some delivery of ESOL provision is permissible, but it must additional to that which is able to draw down FE funding, and must not exceed the contribution and funding levels applied to FE.</p> <p>The project should ideally link with sector skills councils for those sectors requiring higher level skills – e.g. Health & Social Care (doctors, nurses), Construction etc.</p> <p>The project should support BME and MW to obtain ESOL accreditation in order to progress in their current employment or to move into alternative higher skilled work (in jobs for which they already hold qualifications but their language skills are poor).</p> <p>The project should also signpost to TtG for those requiring a full Level 2 once their low level ESOL needs are addressed.</p>	
<p>Target groups & priority</p> <ul style="list-style-type: none"> • All participants must be employed adults (aged 19+) and who must be living or working in the East of England. • All participants must be of black or minority ethnic origin, or be migrant workers from the EU • All participants must have either EU ((inc British) citizenship, or have indefinite leave to remain in the UK. • Non-sector specific however some focus on high skilled jobs/sectors – recognition of overseas qualifications whilst addressing ESOL needs – e.g. H&SC, Construction... • Working with employers and VCS organisations of any size 	

Geography / area of delivery
Whole E of E region
Outputs
<ul style="list-style-type: none"> • 4800 beneficiaries engaged in the project • 90% (4300) to receive specialist IAG on living and working in the UK • 80% (3800) to enrol onto ESOL course • 2400 (50%) to achieve and approved ESOL qualification @ Entry Level 3, L1 or L2 • Production of BME/MW packs or similar re: living and working in the UK • 50% (2400) to achieve and employability skills award • 55% (3000) to have overseas qualifications recognised & converted and further developed for UK working
Where appropriate, participants to progress to training as mentors / learning champions
Results
<ul style="list-style-type: none"> • Development of new and flexible models of delivery to be developed for workplace ESOL – inc. intensive programmes, full time, part time, embedded • Links/referrals to ESOL for work and TtG provision where appropriate • Provision of employability skills for those in low skilled work to enable career progression • ESOL for high skilled/trained migrant workers with poor English – inc. recognition and conversion of overseas qualifications • Training for individuals within these communities to act as mentors / learning champions • Development, promotion and dissemination of information for BME and MW on living and working in the UK to promote social inclusion and community cohesion. Encourage use of IT resources • Support for VCS organisations already working with these groups to signpost to ESOL provision and to develop provision / learner support in-house
Other outcomes
Not applicable
Funding available
£3.6 million
Start and end dates
March 2008 to December 2010 or any period between
Contracting details
As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their

involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.

Regional maths centre	Reference: EE/A/S06
Aim	
<p>The Learning and Skills Council is looking for a single project to cover whole E of E region that will achieve increased capacity demand and delivery of approved numeracy learning opportunities</p>	
Service requirement	
<p>Project aimed at both:</p> <ul style="list-style-type: none"> • Existing tutors and new entrants/returning teachers • Learner participants <p>This must be a collaborative project that must involve one or more partners from the following agencies, e.g. college, WBL provider, local authority, voluntary & community sector, professional development centres. It will link in to other SfL CPD activity in the region and will establish clear links with other local, regional and national initiatives – e.g. NCETM, QIA SfL Quality Improvement Programme., Maths4Life, CETTs (Centres for Excellence in Teacher Training)</p> <p>The project is required to build on work currently taking place in the region to develop a centre of excellence for Maths teaching. The centre will be the regional lead for maths and will look at capacity building, continuing professional development (CPD), increased demand for and take up of maths learning opportunities to support us in achieving the 2010 PSA targets. It will also be key to achieving the future Leitch ambition for 95% of adults to achieve functional numeracy by 2020 (Entry Level 3 Numeracy)</p> <p>The project should support existing tutors in their CPD but should also encourage new entrants to the profession. It will also support vocational staff and others in raising their awareness and skills in numeracy/mathematics.</p> <p>A successful project would deliver a range of accredited tutor achievements across all levels. It would also result in an increased take up and achievement of accredited numeracy qualifications across the region through the development of new models of delivery and increased promotion/demand for maths courses.</p> <p>Past experience of developing and delivering SfL teacher qualifications is recommended plus experience of working with mixed cohorts of tutors (e.g. FE, WBL, ACL, VSC...) and beneficiaries from wide ranging backgrounds.</p> <p>The project also needs to support teachers in securing work placements and sustainable teaching posts (in particular for new entrants and those returning to the sector)</p>	
Target groups & priority	
<p>TUTOR TRAINING beneficiaries</p> <ul style="list-style-type: none"> • All tutor training participants must be adults (aged 19+) and must be employed in the East of England region • Participants should be working with individuals who have numeracy needs (inc. those working in FE, WBL, VCS, ACL/LEA and employers) 	

LEARNER beneficiaries

- Adults (aged 19+)
- Living and/or working in E of E
- Those with low levels of numeracy
- Employed (part or full time) / low level employment

Geography / area of delivery

Whole East of England region

Outputs

- At least 800 individuals to be engaged in SfL Professional Development and/or numeracy provision – all to receive appropriate guidance, ILPs, mentoring etc as required (there should be an equal number of tutors and learners)
- Minimum of 50% of starts on SfL professional development to achieve a full qualification – e.g. L2, L3, L4/5 Dipl. (appropriate level to be defined at initial assessment)
- Minimum of 25% of all starts on SfL professional development to achieve a partial qualification – e.g. unit accreditation @ L2 (NB: some will do this and then progress to full L2)
- 60% of learners undertaking numeracy provision to achieve a qualification at an appropriate level defined at initial assessment
- NB: those achieving a qualification below E3 to be encourages to progress to a higher level

Results

- Range of flexible courses and professional development opportunities to be delivered at L2, L3 and L4/5 Diploma in numeracy / mathematics through various models - Full time / part time / modular / units, mentoring, etc.
- Development and delivery of new models of teaching numeracy/maths to learners
- Clear links to other SfL CPD work taking place around maths to avoid duplication – local, regional and national, CETTS, QIA SfL Improvement Programme, LLUK, NCETM...etc. In particular this project should link in with the other ESF measure for “SfL Professional Development”
- Delivery of courses can be direct and also via partnership working with colleges, LEAs, etc.
- The project also needs to look at ways to engage with and support the voluntary and community sector in getting more engaged in the SfL Strategy

Other outcomes

Not applicable.

Funding available

£442k

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.

Workplace Skills for Life	Reference: EE/AS07
<p>Aim</p> <p>The Learning and Skills Council is looking for one project centrally managed for the region or multiple projects (which must link / communicate with others to ensure no duplication and to promote sharing of good practice etc.) that will increase flexibility and take up of SfL provision in the workplace through increase involvement of the Voluntary and Community Sector (VCS) leading to increased achievements towards the SfL PSA targets and will develop the VCS in delivery of SfL.</p>	
<p>Service requirement</p> <ul style="list-style-type: none"> • All sectors to be included – focus on priority sectors and VCS • Low level SfL provision to be delivered (Pre-Entry to Entry Level 3) in all three subject areas (literacy, numeracy and ESOL) with a focus on “approved” provision. (Aimed at those not eligible for Train to Gain (TtG) which delivers Level 1 and Level 2 only) • This must be a collaborative project that must involve one or more partners from the following agencies, e.g. college, WBL provider, local authority/ACL, VCS, etc). The project needs to include IAG for all learners, which will need to be delivered from within the project budget • The project is required to support capacity building within VCS and to increase take up of SfL provision in the workplace and increase employer engagement. It should have clear links with TtG for those employees who want to progress to a first full Level 2 as it will provide a stepping stone for those learners with very low levels who are not yet eligible to access TtG funding • A successful project will develop and deliver a range of flexible SfL provision (inc. full time, part time, intensive, embedded...) to increase employee and employer engagement and will demonstrate learner achievement and progression to higher levels. It will be delivered in partnership with the VCS in terms of reaching hard to reach learners (with whom the VCS are already engaged) and will support the VCS in developing its own staff in SfL awareness and learner support qualifications. VCS staff who wish to engage in SfL professional development should be referred to the linked ESF project for this activity • The lead organisations will have experience of working with this target group and will have good links with the VCS • In addition to the linkages to TtG, the project should also support VCS development by helping them to access funding for staff development via local, regional and national initiatives – e.g. “SfL Professional Development project” (within this prospectus), QIA SfL Improvement Programme, E of E Numeracy Centre etc. 	
<p>Target groups & priority</p> <ul style="list-style-type: none"> • All participants must be adults (aged 19+) who are employed (full, part time, unwaged) and who work in the East of England region • All will have Low/very low levels of Basic Skills (Pre-Entry – E3) and priority will be given to those who face additional disadvantage in engaging in learning (e.g. ex-offenders, lone parents, people with disabilities, people from BME backgrounds) 	

- Any occupational sector is eligible but priority should be given to the people working in the East of England priority sectors
- As this is delivering basic skills activity, employees of companies of any size are eligible

Geography / area of delivery

The whole of the East of England

Outputs

- 5452 beneficiaries engaged – all to receive Initial assessment / ILP / IAG...
- 4500 (80%) to achieved learning aims
- Of which 3300 (60% of total) to achieve approved SfL qualifications (E1, E2, E3)

Results

- Development of promotional materials /tools for workplace engagement
- Possible development and support for workplace learning champions
- Access to project-funded IAG for all learners
- Employability skills to be offered to enhance career progression
- VCS staff who wish to access SfL continuous professional development (CPD) through the linked SfL Professional Development project.

Other outcomes

- VCS organisations are to be involved with the project delivery
- Between 200 and 300 employers are to be engaged in support of their employees (including VCS)
- Some learners may progress to becoming Learner Champions or improving employability skills, and tenderers should provide an estimate of how many they think is likely.
- Where learners do not already have a full first level 2 or 3 qualification and wish to progress to this within their employment, the project must describe how it will refer these learners to Train to Gain providers to ensure that the vocational training is delivered through core LSC funded Train to Gain provision

Funding available

£4.09 million

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their

involvement will need to be described as part of the submission.

As this project is supporting individuals through delivery of Skills for Life which is available to all, it does not provide any commercial advantage to a specific employer or sector, and is therefore NOT subject to State Aid.

Support for entry into Train to Gain	Reference: EE/A/S08
<p>Aim</p> <p>The Learning & Skills Council East of England is seeking one partnership that can address the removal of barriers and provide support for people who are eligible for Train to Gain Core Offer but are not yet ready for that core provision.</p>	
<p>Service requirement</p> <p>The purpose of the project is to provide support, mentoring, targeted intervention, IAG, Skills for Life training and part qualification provision of individually tailored programmes which will move participants from 'not ready' for the core offer of Train to Gain to commence their first full Level 2 qualification within Train to Gain.</p> <p>All sectors are eligible for this project but there will be a concentration on the region's priority sectors which are:</p> <ul style="list-style-type: none"> - The built environment/construction - Health & social care - Hospitality - Logistics - Retail <p>Other sectors important to the region are:</p> <ul style="list-style-type: none"> - Manufacturing and Engineering - Automotive - Business Finance - Public Sector - Passenger Transport - Land Based - Food & Drink - Sports & Leisure - Telecoms - VCS <p>Skills for Life training where applicable must be offered within the individually tailored programmes if this is one of the barriers preventing participants moving onto the Train to Gain core offer.</p> <p>Information and Advice is to be offered to all participants within the programme and all participants must be eligible for the core offer of the Train to Gain Service.</p> <p>This project is offered in response to the growing need of those people in the region who whilst eligible for Train to Gain are not quite ready due to various barriers, previous attainment, and lack of recent engagement in learning or skills training to undertake a full Level 2 qualification</p> <p>The successful partnership selected for this project will have the following attributes:</p> <ul style="list-style-type: none"> • Provide easy access to relevant and flexible, high quality individually tailored training programmes • Be able to offer provision which includes Level 1 qualifications, qualifications traditionally seen as Level 1.5, VRQs and other provision which can be seen as 'hooks' into learning and into Train to Gain • Be able to offer the above training in a modular format if applicable • Be able to meet the requirements and wishes of the employer and participant 	

- Be able to offer training across all sectors and in all geographical areas within the East of England Region
- Be able to work in close liaison with the Train to Gain Brokerage Service
- Be able to work in close liaison with the project leaders for the ESF funded Skills for Jobs project
- Ideally be either IAG Matrix accredited or working towards this standard.
- Offer flexible training methods such as distance learning, on the job training, time delivery flexibility and where appropriate e learning

The partnership will be required to inform employers when the participants are ready to move onto the core offer of the Train to Gain service and will refer those employers and participants to the Train to Gain Brokerage service.

Target groups & priority

- All participants must be age 19+
- The employers of the participants must have a workforce of less than 249 (full time equivalent)
- The employers of participants must be based with the East of England

All employment sectors are eligible but an emphasis will be placed on those priority sectors shown above.

Geography / area of delivery

This project is to be delivered across the East of England and the expected percentage of outcomes by county is:

Bedfordshire & Luton	9.5%
Cambridgeshire	13.5%
Essex	29.5%
Hertfordshire	21.5%
Norfolk	13.5%
Suffolk	12.5%

Outputs

The outcomes of this project are:

- 3370 employees commencing an individually tailored training programme
- 2696 employees achieving their main training aim
- 2426 employees commencing a first full level 2 qualification within the Train to gain Core Offer

Results

- Delivery of Provision of Information and Advice to all participants
- Provision of Basic Skills Training
- Payment will be for the Start of the qualification and achievement of the main qualification aim of the individually tailored training programme
- An additional payment for the delivery of Skills for Life, if this is not the main training aim.
- Payment will be made for the participants' commencement onto their first full level 2 qualification within the Train to Gain Core Offer

This is no additional payment for Information and Advice as this is embodied into the overall payment for the achievement of the qualification

Other outcomes

Not applicable

Funding available

£5 million

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

Although this project contributes to and enhances Train to Gain which is a national programme, the support offered by this project is not available across the UK and therefore IS subject to State Aid.

IAG and any SfL provision may be fully funded by the project, but any vocational training, especially tailored provision, must be recorded appropriately. Companies benefiting from the support will either have to complete a De Minimis declaration or contribute the relevant amount towards the cost of the vocational training. This must be included in the financial calculations of the tender.

Second level 2 for adults changing career	Reference: EE/A/S09
<p>Aim</p> <p>The Learning & Skills Council East of England is seeking one partnership that can address the delivery of Level 2 qualifications for employed people who are not entitled for qualifications delivered via the Core Offer of Train to Gain.</p>	
<p>Service requirement</p> <p>The purpose of the project is to deliver full level 2 qualifications to people who require such qualifications for their current employment sector which is different to the sector that they are already qualified within.</p> <p>All sectors are eligible for this project but there will be a concentration on the region's priority sectors which are:</p> <ul style="list-style-type: none"> - The built environment/construction - Health & social care - Hospitality - Logistics - Retail <p>Other sectors important to the region are:</p> <ul style="list-style-type: none"> - Manufacturing and Engineering - Automotive - Business Finance - Public Sector - Passenger Transport - Land Based - Food & Drink - Sports & Leisure - Telecoms <p>Embedded delivery of Skills for Life is included within the project and therefore all candidates are to be screened for Skills for Life needs.</p> <p>Information and Advice is to be offered at appropriate stages within the delivery of the qualifications and therefore partnerships must be able to demonstrate the ability to offer such a service or be able to purchase such a service where this required.</p> <p>This project is offered in response to employer feedback that many potential candidates who would benefit from the Train to Gain core offer are currently ineligible. This is due to the fact that either the full level 2 qualification that such candidates hold was either achieved some time ago or due to a career change is not relevant to the candidate's current employment sector.</p> <p>The successful partnership selected for this project will have the following attributes:</p> <ul style="list-style-type: none"> • Provide easy access to relevant and flexible, high quality training, delivered mostly in the workplace and using increasingly an assess, train, assess model, which will enable the employee's prior learning and experience to be taken into account • Be able to meet the requirements and wishes of the employer such that a flexible delivery mechanism is offered, e.g. training to meet shift patterns etc. • Be able to offer training across all sectors and in all geographical areas within the East of England Region 	

- In the future, qualifications offered will increasingly be those recommended within the SQS of relevant SSCs

The partnership will be required to inform employers engaged of the contact details of the Regional Train to Gain Brokerage Service to enable those employers to receive brokerage for the full Train to Gain Service if they have not already accessed that service.

Target groups & priority

- All participants must be age 19+
- All participants must be of employed status
- The employers of the participants must have a workforce of less than 250 i.e. SMEs
- The employers of participants must be based with the East of England

All employment sectors are eligible but an emphasis will be placed on those priority sectors shown above. Additional priority should be given to those facing additional disadvantage due to having a disability (including mental health problems or learning difficulties), people from BME backgrounds and those moving into a non-traditional occupation for their gender.

Geography / area of delivery

This project is to be delivered across the East of England and the expected percentage of outcomes by county is:

Bedfordshire & Luton	9.5%
Cambridgeshire	13.5%
Essex	29.5%
Hertfordshire	21.5%
Norfolk	13.5%
Suffolk	12.5%

Outputs

The outcomes of this project are:

- 3020 employees commencing a Full level 2 qualification
- 2265 employees achieving their Full Level 2 qualification

It is assumed that 450 of the above starts will have a Skills for Life need; however this element is to be delivered on an assessed needs basis.

Results

- Delivery of Full Level 2 employment specific qualifications to employed status personnel
- Provision of Information and Advice to all participants
- Provision of Basic Skills screening to assess basic skills needs of all participants.
- Provision of embedded Skills for Life provision into the Full Level 2 qualification where necessary
- Payment will be for the Start of the qualification and achievement of the qualification, and where necessary an additional payment for the delivery of Skills for Life
- This is no additional payment for Information and Advice as this is embodied into the

overall payment for the achievement of the qualification

Other outcomes

Not applicable

Funding available

£4.1 million

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

Although this project contributes to and enhances Train to Gain which is a national programme, the support offered by this project is not available across the UK and therefore IS subject to State Aid.

IAG and any SfL provision may be fully funded by the project, but any vocational training, especially tailored provision, must be recorded appropriately. Companies benefiting from the support will either have to complete a De Minimis declaration or contribute the relevant amount towards the cost of the vocational training. This must be included in the financial calculations of the tender.

Additional support through Train to Gain for E&D target groups

Reference: EE/AS10

Aim

The Learning & Skills Council East of England is seeking one partnership that can address a support service to under represented groups within Train to Gain.

Service requirement

The purpose of the project is to provide additional support to employed people who are eligible for the Train to Gain Core Offer but have not accessed it due to barriers which prevent them doing so.

The client group will be people with disabilities (including mental health problems and learning difficulties), people from Black and Minority Ethnic Groups, eligible migrant workers, women in non traditional occupations and older workers. These workers will be provided with support, mentoring, targeted intervention, IAG, Skills for Life training and part qualification provision of individually tailored programmes. These programmes will move participants from a situation where barriers exist which prevent them from accessing the core offer of Train to Gain to a position where they are able to commence their first full Level 2 qualification within Train to Gain.

All sectors are eligible for this project but there will be a concentration on the region's priority sectors which are:

- The built environment/construction
- Health & social care
- Hospitality
- Logistics
- Retail

Other sectors important to the region are:

- Manufacturing and Engineering
- Automotive
- Business Finance
- Public Sector
- Passenger Transport
- Land Based
- Food & Drink
- Sports & Leisure
- Telecoms

Skills for Life training where applicable must be offered within the individually tailored programmes if this is one of the barriers preventing participants moving onto the Train to Gain core offer.

Information and Advice is to be offered to all participants within the programme and all participants must be eligible for the core offer of the Train to Gain Service.

This project is offered in response to the growing need of those people in the region who whilst eligible for Train to Gain are not quite ready due to various barriers, previous attainment, and lack of recent engagement in learning or skills training to undertake a full Level 2 qualification and are members of the above groups detailed above. Companies who are known to employ these priority groups either directly or within their supply chains should be especially targeted.

The successful partnership selected for this project will have the following attributes:

- Provide easy access to relevant and flexible, high quality individually tailored training programmes
- Be able to offer provision which includes Level 1 qualifications, qualifications traditionally seen as Level 1.5, VRQs and other provision which can be seen as 'hooks' into learning and into Train to Gain
- Be able to offer the above training in a modular format if applicable
- Be able to meet the requirements and wishes of the employer and participant
- Be able to offer training across all sectors and in all geographical areas within the East of England Region
- Be able to work in close liaison with the Train to Gain Brokerage Service
- Ideally be either IAG Matrix accredited or working towards this standard
- Offer flexible training methods such as distance learning, on the job training, time delivery flexibility and where appropriate e learning

The partnership will be required to inform employers when the participants are ready to move onto the core offer of the Train to Gain service and will refer those employers and participants to the Train to Gain Brokerage service.

Target groups & priority

- Participants must be age 19+
- The employers of the participants must have a workforce of less than 250
- The employers of participants must be based with the East of England

All employment sectors are eligible but an emphasis will be placed on those priority sectors shown above.

Geography / area of delivery

This project is to be delivered across the East of England and the expected percentage of outcomes by county is:

Bedfordshire & Luton	9.5%
Cambridgeshire	13.5%
Essex	29.5%
Hertfordshire	21.5%
Norfolk	13.5%
Suffolk	12.5%

Outputs

The outcomes of this project are:

- 1000 employees engaged
- 700 employees commencing a Train to Gain First Full Level 2 qualification

Results

- Delivery of Provision of Information and Advice to all participants
- Provision of Basic Skills Training

- Payment will be for the Start of the tailored programme of support
- An additional payment for the delivery of Skills for Life
- Payment will be made for the participants' commencement onto their first full level 2 qualification within the Train to Gain Core Offer
- Payment for Information and Advice

Other outcomes

Not applicable

Funding available

£500k

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) **MUST** be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

Although this project contributes to and enhances Train to Gain which is a national programme, the support offered by this project is not available across the UK and therefore IS subject to State Aid.

IAG and any SfL provision may be fully funded by the project, but any vocational training, especially tailored provision, must be recorded appropriately. Companies benefiting from the support will either have to complete a De Minimis declaration or contribute the relevant amount towards the cost of the vocational training. This must be included in the financial calculations of the tender.

Leadership and management	Reference: EE/AS11
Aim	
<p>The Learning & Skills Council East of England is seeking one partnership that can address the delivery of Leadership and Management Skills at Level 3 within the East of England.</p>	
Service requirement	
<p>The purpose of the project is to deliver training at Level 3 which will enhance the Leadership and management qualities of individuals and thereby their organisations.</p>	
<p>All sectors are eligible for this project but there will be a concentration on the region's priority sectors which are:</p>	
<ul style="list-style-type: none"> - The built environment/construction - Health & social care - Hospitality - Logistics - Retail 	
<p>Other sectors important to the region are:</p>	
<ul style="list-style-type: none"> - Manufacturing and Engineering - Automotive - Business Finance - Public Sector - Passenger Transport - Land Based - Food & Drink - Sports & Leisure - Telecoms - VCS 	
<p>This project is offered in response to the growing need to provide Leadership and Management Skills to the employer base of the region to increase the skills of the workforce and the competitiveness of the region.</p>	
<p>The successful partnership selected for this project will have the following attributes:</p>	
<ul style="list-style-type: none"> • Provide easy access to relevant and flexible, high quality training, delivered in the most appropriate place for the employer and employee • Will enable the employee's prior learning and experience to be taken into account • Be able to meet the requirements and wishes of the employer such that a flexible delivery mechanism is offered, e.g. training to meet work patterns and demands etc. • Be able to offer training across all sectors and in all geographical areas within the East of England Region • In the future, qualifications offered will increasingly be those recommended within the SQS of relevant SSCs • Be able to work in close liaison with the Train to Gain Brokerage Service 	
<p>The training can consist of full level 3 Qualifications, part level 3 qualifications, and bespoke training packages of unitised training in Leadership and Management and Supervisory Management. All training should be contextualised to the employee's sector.</p>	
<p>The partnership will be required to inform employers engaged of the contact details of the Regional Train to Gain Brokerage Service to enable those employers to receive brokerage</p>	

for the full Train to Gain Service if they have not already accessed that service.

Additional target areas to the general areas shown below are:

- VCS Leadership and management with public agencies within the Beds and Luton areas
- Environment industries and marine leisure preservation in Thurrock, Uttlesford, Haven Gateway & Maldon
- Environmental (and linked industries) and economic activity linked to the re-generation of Basildon, Canvey Island and Thurrock
- Entrepreneurs, managers, senior technicians and supervisors in smaller companies in the region's priority sectors as well as environmental, cultural heritage and renewal energy sectors within Norfolk.
- Care Sector in Herts
- Training for older workers in Herts
- Women and Ethnic minorities in sectors where they are under represented in Herts

Information and Advice is to be offered to all participants

Target groups & priority

- Participants must be age 19+
- The employers of the participants must have a workforce of less than 250
- The employers of participants must be based with the East of England

All employment sectors are eligible but an emphasis will be placed on those priority sectors shown above.

Geography / area of delivery

This project is to be delivered across the East of England and the expected percentage of outcomes by county is:

Bedfordshire & Luton	9.5%
Cambridgeshire	13.5%
Essex	29.5%
Hertfordshire	21.5%
Norfolk	13.5%
Suffolk	12.5%

Outputs

The outcomes of this project are:

- 4,569 employees receiving training towards a main qualification aim or units of training in Leadership and Management and Supervisory Management
- 3198 achieving their main qualification aim

Results

- Delivery of Provision of Information and Advice to all participants
- Full level 3 Qualifications in Leadership and Management and Supervisory

Management.

- Part level 3 qualifications in Leadership and Management and Supervisory Management.
- Bespoke training packages of unitised training in Leadership and Management and Supervisory Management
- Payment will be for the Start and Achievement of the main learning aim for employees of the activities shown above

Other outcomes

Not applicable

Funding available

£3.4 million

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

Although this project contributes to and enhances Train to Gain which is a national programme, the support offered by this project is not available across the UK and therefore IS subject to State Aid.

IAG and any SfL provision may be fully funded by the project, but any vocational training, especially tailored provision, must be recorded appropriately. Companies benefiting from the support will either have to complete a De Minimis declaration or contribute the relevant amount towards the cost of the vocational training. This must be included in the financial calculations of the tender.

Migrant worker qualification conversion	Reference: EE/AS12
<p>Aim</p> <p>The Learning & Skills Council East of England is seeking one partnership that can address the Conversion of Migrant Worker Qualification conversion into QCA based qualifications.</p>	
<p>Service requirement</p> <p>The purpose of the project is to map the qualification of migrant workers' professional or technical non UK qualifications to UK qualifications so that they are able to continue in their UK employment at an appropriate level. The migrant workers within the scope of this project must have a right of employment within the UK.</p> <p>All sectors are eligible for this project but there will be a concentration on the region's priority sectors which are:</p> <ul style="list-style-type: none"> - The built environment/construction - Health & social care - Hospitality - Logistics - Retail <p>Other sectors important to the region are:</p> <ul style="list-style-type: none"> - Manufacturing and Engineering - Automotive - Business Finance - Public Sector - Passenger Transport - Land Based - Food & Drink - Sports & Leisure - Telecoms <p>This project is offered in response to the growing need to map qualifications of migrant workers to ensure that their skills and previous qualifications are applied at the appropriate level.</p> <p>The successful partnership selected for this project will have the following attributes:</p> <ul style="list-style-type: none"> • Have the ability to map the various qualifications that they encounter when accessing migrant workers • Be able to offer advice and support across all sectors and in all geographical areas within the East of England Region • Ideally be either IAG Matrix accredited or working towards this standard • Be able to work in close liaison with the Train to Gain Brokerage Service 	
<p>Target groups & priority</p> <ul style="list-style-type: none"> • Participants must be age 19+ • All participants must be employed adults (aged 19+) and who must be living or working in the East of England • All participants must be of black or minority ethnic origin, or be migrant workers from the EU • All participants must have either EU ((inc British) citizenship, or have indefinite leave 	

- to remain in the UK
- The employers of the participants must have a workforce of less than 250
- The employers of participants must be based with the East of England

All employment sectors are eligible but an emphasis will be placed on those priority sectors shown above.

Geography / area of delivery

This project is to be delivered across the East of England and the expected percentage of outcomes by county is:

Bedfordshire & Luton	9.5%
Cambridgeshire	13.5%
Essex	29.5%
Hertfordshire	21.5%
Norfolk	13.5%
Suffolk	12.5%

Outputs

The outcomes of this project are:

- An electronic guide mapping the qualification conversation from Migrant Worker Counties to UK qualifications.
- 1,000 migrant workers assessed as to their qualification levels.
- 300 migrant workers being employed at a higher level of skills

200 employer referrals to the Train to gain Brokerage Service.

Results

- Contact with migrant workers to ascertain their qualifications and subsequent Information and advice on their needs and qualification situation
- The production of an electronic guide suitable for placing on a web based platform mapping the qualification conversation from Migrant Worker Counties to UK qualifications

Contact with migrant workers employers for onward referral to the Train to Gain Brokerage Service.

Other outcomes

Not applicable

Funding available

£750k

Start and end dates

March 2008 to December 2010 or any period between

Contracting details

As this is to be a collaborative project, all delivery partners (those receiving projects to carry out part of the activity) MUST be fully signed up prior to submission of the tender and their involvement will need to be described as part of the submission.

As this project is supporting individuals and does not provide any commercial advantage to a specific employer or sector, it is NOT subject to State Aid.