



Title: IAG Support for Redundancy (non Manufacturing)

Regional Priority Theme: IAG

Reference: WM3PH4401

Aim

Reduce long-term unemployment and help the unemployed and economically inactive back into employment. This will be achieved by:

- Providing Matrix-accredited Information, Advice and Guidance (IAG) to individuals made, or about to be made, redundant from non-manufacturing organisations in the West Midlands

Activity

Identify non-manufacturing organisations that are making workers¹ redundant.

Work with affected organisations to deliver IAG to the target group, helping individuals to develop active and on-going job-search plans and prevent them from moving into long-term unemployment.

Individuals will receive the following:

- Initial Assessment
- Learner Action Plan

Initial Assessment

The Initial Assessment process will, as a minimum, examine the individual's:

- Career ambitions (referenced against the local economy)
- Current level of Vocational Skills (appropriate to career ambitions)
- Current Core Skills levels
- Barriers to progression

Learner Action Plan

Each Initial Assessment will produce a Learner Action Plan which will set out (where relevant):

- What further research the individual needs to carry out in relation to their career choice

¹ With any level of qualification e.g. Level 1, 2, 3 or 4



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- What Core and Vocational Skills they should develop
- What non-training support they could access to help them to overcome any barriers
- What additional steps they should take to find work

Information Advice & Guidance (IAG)

IAG will be available to each individual throughout the project period.

Staff need to be qualified or working towards NVQ Level 3 or above in IAG.

The preferred model is a minimum of 3 interventions i.e.:

- On-entry
- Mid-term
- On exit

Referral

Individuals should be referred to LSC partner organisations e.g. Jobcentre Plus for learning, employment support and/or other relevant support services that are able to meet the needs identified during the IAG process. This may include referral to organisations offering:

- Mentoring / Coaching through a range of issues (barriers) e.g. debt advice
- Job Search Support (e.g. finding vacancies, application forms, CVs, interviews, personal presentation)
- Accredited Vocational Training (customised to the requirements of employers with vacancies) to a minimum of NVQ Level 2
- Core Skills Support (including Skills for Life to Entry Level 3)

This project is likely to involve working closely with key LSC partners such as Jobcentre Plus, and existing LSC redundancy-linked contract holders to ensure that the individuals' needs are fully and appropriately met.

The project should take account of and link (where appropriate) to the Regional Redundancy Group formed by the LSC - and including Nextsteps, Ufi/learn direct, trade unions - which is currently working on a Regional Redundancy Response Strategy.

Where Skills for Life² needs are identified, signposting to organisations already delivering Skills for Life support must be offered. Funding in this specification does not include Skills for Life activity as this is already funded by mainstream programmes.

² Including Literacy, ESOL, and Numeracy



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Target Groups

- Male and female
- 19+
- Individuals made redundant from non-manufacturing based organisations or individuals in possession of a notification of redundancy from a non-manufacturing based organisation.

Target Sectors

All non manufacturing sectors in the West Midlands region as long as employment opportunities have been identified prior to advice being given.

Geographical Coverage

The project will operate across the West Midlands region; beneficiary contact should be at a convenient location for the individual and so requires flexibility from the successful organisation for potential delivery across the West Midlands.

The table below details indicative ranges of the volumes of each output and outcome that we want to fund across the region.

Outputs/Outcomes	West Midlands
Initial Assessments	669
Matrix-accredited IAG	669
Individual Learning Action Plan	669
Individuals progressing into further learning	350
Individuals progressing into part-time, full-time or self-employment	200

Whilst it is not specified which numbers are delivered in each area within the region, the project must take account of redundancy situations arising in all sub-regions i.e.:

Birmingham and Solihull, Black Country, Hereford and Worcester, Coventry and Warwickshire, Staffordshire, and Shropshire.

Funding Available

The maximum funding available under this specification is £151,000.

The level of funding is indicative. It does not automatically reflect the amount of funds that will be contracted. Tenders must justify the amount of funding being sought, be realistic



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and demonstrate clear value for money. There must be a direct correlation between activity and methods of delivery being proposed and the funding sought.

Project Duration

Anticipated start date: April 2007

End date: May 2008

Exclusions/Ineligible Activity:

- Enhancement of existing/mainstream provision is not eligible
- The Manufacturing sector as LSC funding is already in place
- Organisations outside of the West Midlands region
- The project should not impact on LSC funded Nextstep provision targets for adults yet to achieve Level 2.

Useful Sources of Information

www.lsc.gov.uk