

ESF Local Authority Co-financing briefing

Ilkeston Arena, 1 Rutland Street, Ilkeston, Derbyshire DE7 8DG

Tuesday 27 July, 2010, 1:30 pm

Summary of questions and answers

Question 1 - Are you looking for one lead provider or a number of providers to bid?

Answer from Derby City Council - We need to have 1 lead partner who can have a number of partner organisations. Suman Gupta, Community Economic Regeneration Manager for Derby City Council can support partners working together. Please contact her to express an interest in either being a lead agency or a partner agency and she will facilitate contact. Suman can be contacted on 01332 641626 or e-mail suman.gupta@derby.gov.uk

Answer from Derbyshire County Council – We also want to work with a single lead partner. We are happy for that partner to lead a consortium or partnership or to be the sole provider.

Question 2 - How much information do you need to know about subcontractors?

Answer -Within the tender submission we would be looking for the lead body to outline who they would be looking to work *in partnership* with, how the partner organisation adds value to the activity, and what specialist support they will be providing.

Question 3 - Would you need financial information and track record of subcontractors?

Answer – This will not be able to be outlined in the tender documentation in any great detail. It will be the responsibility of the lead body to have done all necessary checks against their partnership organisations, as they will be responsible for the whole contract.

Question 4 - Three programmes are run by JCP mentioned in the specification, will they still continue, if not then will the specification be updated?

Answer – This is with regard to Derby City Council's tender opportunity. The JCP programmes won't disappear but may shrink the tender will change in line with any relevant changes made with JCP.

Question 5 -There is currently an organisation delivering ESF, will their staff need to be TUPE'd?

Answer In the case of Derby City Council the two programmes are completely different and so there will be no issue of TUPE. In the case of Derbyshire County, the programme is similar so TUPE will apply.

Question 6 - What commitment is there to SDS, are people with learning disabilities and their carers encouraged to do self-directed support?

Answer from Derbyshire County Council – We are rolling out Self Directed Support and want this to extend to as many people as possible. For the moment we think it is important that there is a funded service which provides people who have a learning disability with specialist employment support and that is why we are using ESF for that purpose. As more people use Self Directed Support we are likely to see SDS resources for elements of support which assist people to work and are not available through Access to Work or through other funding streams.

Question 7 – How will the outcome funding mechanism operate and how will the 30% paid based on outcomes be divided?

Answer from Derbyshire County Council - An average cost per output will need to be calculated and you will be required to indicate what this is, we may want to look at these costs and outcomes further in post contract negotiations.

Question 8 - Is Derby City Council operating the same outcome funding arrangements as Derbyshire County Council?

Answer - Yes – there is an example in the tender documentation but this will be negotiated with the contractor.

Question 9 - How many hours need to be worked for it to be classed as a job? This will need to be agreed with the provider after the contract has been agreed.

Answer from Derbyshire County Council – We will agree a spread of outcomes with the provider and we want to see a realistic but ambitious approach to hours worked. The ultimate goal is 16 hours and above and we want to see this where possible. We anticipate that a majority of people will work for less than 16 hours, at least initially. This is because many people helped into work by this contract will have little or no experience of work and may need to build up hours gradually. Many of the main Job Centre Plus funded activity requires people to be put into posts of 16 hours or above and we see this scheme as addressing the needs of many people who are not yet ready to work 16 hours.

Answer from Derby City Council - Generally it is 16 hours and above. However, people who have been without a job for a very long period of time would need to be gradually introduced to the working world and this will be taken into consideration.

Question 10 - How many copies of the tender and its attachments are required by Derbyshire County Council?

Answer – Three copies of Section 9, 10 and 11 of the ITT document. Just one copy of other documentation required.

Question 11 - ESF eligible expenditure for capital is up to £1,000/person (for individual; items), how many of these can be submitted in one application?

Answer - The key issue around ESF is that it is a revenue based funding programme. There is a limited element of capital expenditure allowed, and the limit of this is up to £1,000 per item. Within your tender submission there needs to be a balance between capital and revenue which is heavily balanced in favour of revenue. When we are looking at tender submissions we would not expect to see a significant capital expenditure overall, as the ESF is supposed to be supporting individuals, not providing capital infrastructure

Question 12 - This is a large contract; will you carry out a financial check of the organisation?

Answer – Yes this will form part of the evaluation process and the details are outlined in the tender packs.

Question 13 - What is the minimum and maximum amount of time the project is expected to work with a beneficiary?

Answer in relation to both contracts – In relation to both contracts the amount of time worked will vary. For some people it is likely to be six months with support being gradually reduced during the period of engagement. We would not want to put an artificial time requirement which is longer than people need, so if outcomes are met and sustainable, we are comfortable with a shorter period of engagement.

Question 14 - Are there a certain number of hours a week the project is expected to work with the beneficiary?

Answer – In relation to the Derbyshire County Council's contract - This depends on the beneficiary, the type of outcome and the needs of the beneficiary. For example for the outcome which relate to initial information advice and general guidance, can be satisfied by a brief intervention, such as attendance at an event, where as an outcome relating to paid work would require sustained input.

Answer from Derby City Council – as with Derbyshire it would depend on the beneficiary and type of outcome.

Question 15 - In the draft tender specification, there is no detail about the length of time beneficiaries need to be employed and sustainable outcomes?

Answer in relation to both contracts – We expect providers to aim for employment outcomes which last six months or more, the precise details which form part of final contract will be agreed with the provider post contract negotiation.

Question 16 - What monitoring and tracking will be in place and will payment be weighted on these outcomes?

Answer – In relation to both contracts - The contract will be closely monitored through reports and contract monitoring meetings. ESF requirements are that reports must be produced quarterly. Other monitoring requirements will be agreed between the Provider and Local Authority. The way outcome funding will operate is referred to in the answer to question 6.

Question 17- Derbyshire County Council want 5 references it is difficult to get references from the Learning Skills Council due to all the changes, is this something that will be taken into account if projects can't get a hold of such referees?

Answer – The ITT document asks for 3 references and so does the Guidance Notes – if we have mentioned asking for 5 references anywhere else, this is a mistake and we do apologise for not being clear. We are allocating 5% of the marks to the references – please see page 11 of the ITT.