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LEARNING & SKILLS COUNCIL

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Tender – Yorkshire and the Humber Youth Responsive Project Specifications

November 2007

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Introduction to tender

Youth Responsiveness Theme

One of the key LSC priorities is to reduce the proportion of young people age 16-18 that are Not in Employment Education or Training (NEET) from 8% by 2010. We aim to increase the participation of young people by 2% in 2007/2008 with continued year on year increases until 2010.

The LSC recognises that developing and delivering activities to increase the numbers of young people in learning often involves working with, but not exclusively, the most vulnerable of individuals. Evidence shows that activities usually need to be flexible, often bespoke and require input from a number of providers and external agencies.

The aim is to increase the proportion of young people who achieve level 2 at 19 by 1.5% between 2006 and 2008. To do this we need to understand and inform young people's aspirations and choices linking these to the labour market and employer demand. We need to ensure that the programmes of learning that we purchase provide opportunities at the right level, in the right subjects with appropriate pathways in and out that promote progression and attainment. We also need to ensure that partners work together to address the social and personal issues which act as barriers to many of the young people who are most likely to be NEET.

The aim of the programme is to prevent NEET and address NEET. There is a need to engage and retain young people in learning particularly from certain vulnerable groups, for example those with mental health issues, young offenders, learners with learning difficulties or disabilities, teenage parents and Black Minority Ethnic (BME) groups.

In addition there is a recognition that a number of smaller organisations with acknowledged expertise in engaging with young people may need help and support in terms of working within mainstream systems and there may be a need to capacity build these organisations to help maximise the contribution they can make to this agenda

We are seeking to establish flexible sub regional programmes that offer alternatives to existing support mechanisms and to fund services to support mainstream delivery, achievement and progression. The programmes are aimed at activities and interventions that reduce the level of disadvantage faced by young people in the labour market, complementing Local Authority District strategies and specifically focus on NEET related issues by offering alternative delivery and support methods with the aim of reducing NEET levels.

The Role of the NEET Coordinated Response Manager

We are seeking to appoint a number of NEET Coordinated Response Managers who are able to demonstrate the following for each Local Authority District bid for:

- A thorough understanding of the NEET group including:
 - Characteristics of the NEET group
 - Issues related to the specific target groups
 - Specific geographical needs
- How they will monitor and refocus activity to ensure that delivery is coherently meeting the needs of the NEET group
- Evidence of an understanding of the existing NEET provision in the geographical area(s) bid for and evidence of how additional provision will complement, enhance and add value to what currently exists and addresses gaps
- How they will commission activity ensuring it meets the specific needs of young people in the related Local Authority District
- How they will commission and sub-contract activity to meet the requirements of the LSC and relates to existing Local Authority District NEET plans
- An understanding of current LSC developments with Foundation Learning Tiers and the Progression Pathways to Further Learning

A successful Coordinated Response Manager will have responsibility for:

- Demonstrating a commitment to participating in a strategic steering group which will consist of, as a minimum, representatives from each Local Authority District, Connexions and the LSC
- Producing an action plan, agreed with the strategic steering group, outlining the commissioning priorities and commissioning timetable
- Promoting the NEET Co-ordinated response
- Managing the NEET Co-ordinated response, ensuring appropriate allocation, award and management of monies to eligible applicants
- Ensuring evidence collection and validation for eligibility in line with LSC and ESF contractual obligations
- Monitoring and refocusing of activity to ensure that delivery is coherently meeting the needs of the NEET group.
- Ensuring openness and probity in fund awarding procedures
- Ensuring co-ordination in the, diversity, range and accessibility of the training and opportunities provided

<p>14-19 NEET Coordinated Response Manager North Yorkshire</p>	<p>Reference: YH/Y/SO1</p>
<p>Aim</p> <p>The Learning and Skills Council wants to appoint a Coordinated Response Manager covering the Local Authorities of the City of York and North Yorkshire County Council to ensure that a coherent delivery network is in place to meet the needs of the key target groups.</p> <p>This will involve managing a flexible commissioning process which encourages innovation and addresses the issues that are impacting on the number of young people that fall into the NEET category. It will also involve monitoring and refocusing activity to ensure that delivery continues to meet the needs of the NEET group.</p>	
<p>Service requirement</p> <p>The successful provider will commission and manage the NEET programme on behalf of a partnership of organisations across each of the Local Authority Districts. They will co-ordinate the commissioning of specific actions and delivery of activity. The Coordinated Response Manager will be the fund holder and must demonstrate the protocols and processes required to manage commissioning of individual activities. The LSC is looking for a partnership approach and we require one partnership or partner supported proposal to cover the whole of the sub-region.</p> <p>The following is an <i>indication</i> of the type of activity the successful co-ordinated Response Manager(s) <i>may</i> commission and has been compiled as a result of extensive internal and external consultation with strategic partners and stakeholders across the North Yorkshire sub-region.</p> <p><u>14-16 year olds</u></p> <p>Preventative programmes for those at risk of becoming NEET at 16 such as:</p> <ul style="list-style-type: none"> • Innovative interventions to overcome barriers to participation e.g. childcare, transport issues (particularly within the more rural areas or York and north Yorkshire) • Innovative pre E2E programmes to encourage individuals to engage with learning, increase school attendance and progress into further post 16 learning • Pre E2E activity for vulnerable groups including young people with learning difficulties and/or disabilities (LLDD) who are not yet ready for mainstream activities • Flexible foundation learning to address the needs of young people not yet ready for E2E, enabling progression into other learning and ensuring that E2E can prepare young people for FE or Apprenticeship • Preventative programmes for those at risk of becoming NEET at 16 • Supported job entry – particularly for disaffected young people to understand employers’ requirements around attendance, attitude, motivation, language and behaviour management • Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development 	

16-19 year olds

- Delivery of innovative learning to engage the target group and to increase the number of young people participating in education and training
- Provision for young people who need specialist support/training in unconventional learning environments and access to transitional activities and employment opportunities
- Short programmes of activity for those young people who have left the E2E programme in the previous 9 months without a positive outcome/destination
- Projects for young people only wanting employment. Activity to assist in finding employment for this group with the aim of progressing into learning
- Flexible foundation learning to address needs of young people not yet ready for E2E, enabling progression into other learning and ensuring that E2E can prepare young people for FE or Apprenticeship
- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development
- Structured taster programmes in a working environment to engage both employers and young people
- Development of essential life skills awareness alongside training provision to include, personal finance, and budgeting, citizenship, community interaction, fitness and health
- Employability skills provision using unconventional learning methods
- Employer engagement activity for Apprenticeship take-up
- Supported job entry – particularly for disaffected young people and those young people with learning difficulties and/or disabilities (LLDD) to understand employers' requirements around attendance, attitude, motivation, language and behaviour management

Target groups & priority

Young people aged 14-16 who are at risk of becoming disengaged or have become disengaged from education and learning.

Individuals aged 16-19 who are not in employment, education or training. The specific target groups **could** have emphasis on:

- i. Young offenders
- ii. Young people leaving a custodial sentence
- iii. Young people with mental health problems
- iv. Young people from socially excluded groups
- v. Young people with caring responsibilities
- vi. Young people with learning difficulties and/or disabilities (LLDD)
- vii. Young people from BME backgrounds
- viii. Young parents and those soon to be

Geography / area of delivery

York and North Yorkshire

<p>Outputs</p> <p>Minimum number of participants supported: 250</p> <p>14-16</p> <ul style="list-style-type: none"> • 75% of students complete the programme <p>16-19</p> <ul style="list-style-type: none"> • 100% of participants to receive diagnostic assessment of individual needs and individual learning plan • 65% progression onto further education, full/part time employment, training or other government programmes
<p>Results</p> <p>A reduction of NEET young people in the North Yorkshire sub-region.</p>
<p>Other outcomes</p> <p>Providers should specify other outputs, outcomes and milestones that will be delivered by the programme including volumes. The following is an indication but not an exhaustive list of the type of activity to be supported:</p> <ul style="list-style-type: none"> • Achievement of Skills for Life qualifications (Entry Level Certificate, Entry Level 1,2 or 3) • Personal development programmes • Progression to other learning • Life Skills support • Confidence building activities • Activities to enhance employability • Work with employers to develop employment opportunities
<p>Funding available</p> <p>80% of the funding allocation must be spent on activities for NEET who are aged 16+.</p> <p>Up to £1,000,000 with an initial contract value of £500,000</p>
<p>Start and end dates</p> <p>The funding period will run from April 2008 up to March 2010.</p>
<p>Contracting details</p> <p>Contracts will be for 2 years with the potential to increase this to 3 years. Proposals should outline delivery for the first 2 years only.</p>

<p>14-19 NEET Coordinated Response Manager The Humber</p>	<p>Reference: YH/Y/SO2</p>
<p>Aim</p> <p>The Learning and Skills Council wants to appoint a Coordinated Response Manager, or managers covering each Local Authority District (LAD) in the Humber to ensure that a coherent delivery network is in place to meet the needs of the key target groups.</p> <p>This will involve managing a flexible commissioning process which encourages innovation and addresses the issues that are impacting on the number of young people that fall into the NEET category. It will also involve monitoring and refocusing activity to ensure that delivery continues to meet the needs of the NEET group.</p>	
<p>Service requirement</p> <p>The successful provider for each local authority will commission and manage the NEET programme on behalf of a partnership of organisations across each of the Local Authority Districts. They will co-ordinate the commissioning of specific actions and delivery of activity. The Coordinated Response Manager(s) will be the fund holder and must demonstrate the protocols and processes required to manage commissioning of individual activities. The LSC is looking for a partnership approach and we require partnership or partner supported bids to cover the following Local Authority Districts:</p> <p>Hull East Riding North East Lincolnshire North Lincolnshire</p> <p>Providers may bid to be the fund holder in one or more Local Authority District.</p> <p>The following is an <i>indication</i> of the type of activity the successful Co-ordinated Response Manager(s) <i>may</i> commission and has been compiled as a result of extensive internal and external consultation with strategic partners and stakeholders across the Humber sub-region.</p> <p><u>14-16 year olds</u></p> <p>Preventative programmes for those at risk of becoming NEET at 16 such as:</p> <ul style="list-style-type: none"> • Innovative interventions to overcome barriers to participation e.g. childcare, transport issues in rural areas etc. • Personal programmes which may include a work related component enhanced IAG personal and social development increase in school attendance and/or functional skills complementing the Key Stage 4 curriculum. • Flexible programmes that enable young people to progress into other learning such as FE, Apprenticeships, E2E and other learning pathways. • Preparation for employment, particularly for disaffected young people to understand employers' requirements around attendance, attitude, motivation, language and behaviour management 	

- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development

16-19 year olds

- Delivery of innovative learning experiences that engage the target group and increase the number of young people participating in education and training
- Provision for young people who need specialist support and training in alternative learning environments.
- Short programmes of activity for those young people who have recently left learning programmes without a positive outcome or destination
- Projects for young people with a preference to find employment. This may include delivery of a range of activities to increase employability skills whilst promoting the value of further learning.
- Flexible foundation learning to address needs of young people not yet ready for mainstream learning options.
- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development
- Structured taster programmes in a working or learning environment
- Develop essential life skills activities and training which may include, budgeting, citizenship, fitness and health, travel planning.
- Employer engagement related to these activities
- Supported employment – particularly for disaffected young people and those with learning difficulties and/or disabilities (LLDD)

Target groups & priority

Young people aged 14-16 who are at risk of becoming disengaged or have become disengaged from education and learning.

Individuals aged 16-19 who are not in employment, education or training. The specific target groups **could** have emphasis on:

- i. Young offenders
- ii. Young people leaving a custodial sentence
- iii. Young people with mental health problems
- iv. Young people from socially excluded groups
- v. Young people with caring responsibilities
- vi. Young people with learning difficulties and/or disabilities (LLDD)
- vii. Young people from BME backgrounds
- viii. Young parents and those soon to be

Geography / area of delivery

East Riding
Hull
North East Lincolnshire
North Lincolnshire

Outputs

Minimum number of participants supported:

East Riding - 150

Hull - 350

North East Lincolnshire -150

North Lincolnshire - 150

14-16

- 75% of students complete the programme

16-19

- 100% of participants to receive diagnostic assessment of individual needs and individual learning plan.
- 65% progression onto further education, full/part time employment training or other government programmes.

Results

A reduction in NEET young people in the Humber sub region.

Other outcomes

Providers should specify other outputs, outcomes and milestones that will be delivered by the programme including volumes. The following is an indication but not an exhaustive list of the type of activity to be supported:

- Achievement of Skills for Life qualifications (Entry Level Certificate, Entry Level 1,2 or 3)
- Personal development programmes
- Progression to other learning
- Life skills support
- Confidence building activities
- Activities to enhance employability
- Work with employers to develop employment opportunities

Funding available

80% of the funding allocations must be spent on activities for NEETs who are aged 16+.

East Riding up to £750,000 with an initial contract value of £400,000

Kingston Upon Hull up to £2,000,000 with an initial contract value of £1,000,000

North East Lincolnshire up to £750,000 with an initial contract value of £400,000

North Lincolnshire up to £750,000 with an initial contract value of £400,000

Start and end dates

The funding period will run from April 2008 up to March 2010.

Contracting details

Contracts will be for 2 years with the potential to increase this to 3 years. Proposals should outline delivery for the first 2 years only.

<p>14-19 NEET Coordinated Response Manager West Yorkshire</p>	<p>Reference: YH/Y/SO3</p>
<p>Aim</p> <p>The Learning and Skills Council wants to appoint a Coordinated Response Managers in each Local Authority District (LAD) in West Yorkshire to ensure that a coherent delivery network is in place to meet the needs of the key target groups.</p> <p>This will involve managing a flexible commissioning process which encourages innovation and addresses the issues that are impacting on the number of young people that fall into the NEET category. It will also involve monitoring and refocusing activity to ensure that delivery continues to meet the needs of the NEET group.</p>	
<p>Service requirement</p> <p>The successful provider for each Local Authority District will commission and manage the NEET programme on behalf of a partnership of organisations across each Local Authority District. They will co-ordinate the commissioning of specific actions and delivery of activity. The Coordinated Response Manager(s) will be the fund holder and must demonstrate the protocols and processes required to manage commissioning of individual activities. The LSC is looking for a partnership approach and we require partnership or partner supported bids to cover the following Local Authority Districts:</p> <p>Bradford Calderdale Kirklees Leeds Wakefield</p> <p>The following is an <i>indication</i> of the type of activity the successful Co-ordinated Response Manager(s) <i>may</i> commission and has been compiled as a result of extensive internal and external consultation with strategic partners and stakeholders across the West Yorkshire sub-region.</p> <p><u>14-16 year olds</u></p> <p>Preventative programmes for those at risk of becoming NEET at 16 such as:</p> <ul style="list-style-type: none"> • Innovative interventions to overcome barriers to participation e.g. childcare, transport issues in rural areas etc. • Innovative pre E2E programmes to encourage individuals to engage further with learning, increase school attendance and progress into further post 16 learning • Pre E2E activity for vulnerable groups including young people with learning difficulties and/or disabilities (LLDD) who are not yet ready for mainstream activities • Flexible foundation learning to address the needs of young people not yet ready for E2E, enabling progression into other learning and ensuring that E2E can prepare young people for FE or Apprenticeships • Preventative programmes for those at risk of becoming NEET at 16 	

- Supported job entry – particularly for disaffected young people to understand employers’ requirements around attendance, attitude, motivation, language and behaviour management
- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development

16-19 year olds

- Delivery of innovative learning to engage the target group and to increase the number of young people participating in education and training
- Provision for young people who need specialist support/training in unconventional learning environments and access to transitional activities and employment opportunities
- Short programmes of activity for those young people who have previously left the E2E programme in the past 9 months without a positive outcome/destination
- Projects for young people only wanting employment. Activity to assist in finding employment for this group with the aim of progressing into learning
- Flexible foundation learning to address needs of young people not yet ready for E2E, enabling progression into other learning and ensuring that E2E can prepare young people for FE or Apprenticeship
- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development
- Structured taster programmes in a working environment to engage both employers and young people
- Develop essential life skills awareness alongside training provision to include, personal finance and budgeting, citizenship, community interaction, fitness and health
- Employability skills provision using unconventional learning methods
- Employer engagement activity for Apprenticeship take-up
- Supported job entry – particularly for disaffected young people and those young people with learning difficulties and/or disabilities (LLDD) to understand employers’ requirements around attendance, attitude, motivation language and behaviour management

14-18 year old offenders

- Engagement with Youth Offending Teams within West Yorkshire to identify suitable participants and report regularly to the West Yorkshire Local Offender and Learning and Skills Partnership

Target groups & priority

Young people aged 14-16 who are at risk of becoming disengaged or have become disengaged from education and learning.

Individuals aged 16-19 who are not in employment, education or training. The specific target groups **could** have emphasis on:

- i. Young offenders

<ul style="list-style-type: none"> ii. Young people leaving a custodial sentence iii. Young people with mental health problems iv. Young people from socially excluded groups v. Young people with caring responsibilities vi. Young people with learning difficulties and/or disabilities (LLDD) vii. Young people from BME backgrounds viii. Young parents and those soon to be
<p>Geography / area of delivery</p> <p>Bradford Calderdale Kirklees Leeds Wakefield</p>
<p>Outputs</p> <p>Minimum number of participants supported:</p> <p>Bradford 350 Calderdale 120 Kirklees 350 Leeds 350 Wakefield 350</p> <p>14-16</p> <ul style="list-style-type: none"> • 75% of students complete the programme <p>16-19</p> <ul style="list-style-type: none"> • 100% of participants to receive diagnostic assessment of individual needs and individual learning plan. • 65% progression onto further education, full/part time employment, training or other government programmes.
<p>Results</p> <p>A reduction of NEET young people in West Yorkshire</p>
<p>Other outcomes</p> <p>Providers should specify other outputs, outcomes and milestones that will be delivered by the programme including volumes. The following is an indication but not an exhaustive list of the type of activity to be supported:</p> <ul style="list-style-type: none"> • Achievement of Skills for Life qualifications (Entry Level Certificate, Entry Level 1,2 or 3) • Progression to other learning • Personal development programmes

- Life Skills support
- Confidence building activities
- Activities to enhance employability
- Work with employers to develop employment opportunities

Funding available

80% of the funding allocations must be spent on activities for NEETs who are aged 16+.

Bradford up to £2,000,000 with an initial contract value of £1,000,000

Calderdale up to £500,000 with an initial contract value of £350,000

Kirklees up to £1,000,000 with an initial contract value of £750,000

Leeds up to £2,500,000 with an initial contract value of £1,000,000

Wakefield £1,000,000 with an initial contract value of £750,000

Start and end dates

The funding period will run from April 2008 up to March 2010.

Contracting details

Contracts will be for 2 years with the potential to increase this to 3 years. Proposals should outline delivery for the first 2 years only.

16-19 NEET Coordinated Response Manager South Yorkshire	Reference: YH/Y/SO4
<p>Aim</p> <p>The Learning and Skills Council wants to appoint a Coordinated Response Manager(s) for each Local Authority District (LAD) in South Yorkshire, to ensure that a coherent delivery network is in place to meet the needs of the key target groups.</p> <p>This will involve managing a flexible commissioning process which encourages innovation and addresses the issues that are impacting on the number of young people that fall into the NEET category. It will also involve monitoring and refocusing activity to ensure that delivery continues to meet the needs of the NEET group.</p>	
<p>Service requirement</p> <p>The successful providers will commission and manage the NEET programme on behalf of a partnership of organisations across each of the Local Authority Districts. They will coordinate the commissioning of specific actions and delivery of activity. The Coordinated Response Manager(s) will be the fund holder and must demonstrate the protocols and processes required to manage commissioning of individual activities. The LSC is looking for a partnership approach and we require partnership or partner supported bids to cover the following Local Authority Districts:</p> <p>Barnsley Doncaster Rotherham Sheffield</p> <p>The following is an <i>indication</i> of the type of activity the successful Coordinated Response Manager(s) <i>may</i> commission and has been compiled as a result of extensive internal and external consultation with strategic partners and stakeholders across the South Yorkshire sub-region.</p> <p>16-19 year olds</p> <ul style="list-style-type: none"> • Delivery of innovative learning, e.g. NEET clearing house concept, to engage the target group and to increase the number of young people participating in education and training • Development of entry level programmes in sectors which will create progression routes targeting by Local Authority District, and NEET group • Provision for young people who need specialist support/training in unconventional learning environments and access to transitional activities and employment opportunities • Examining the scope for additional provision sought by NEETs • Short programmes of activity for those young people who have previously left the E2E programme in the past 9 months without a positive outcome/destination • Projects for young people only wanting employment. Activity to assist in finding employment for this group with the aim of progressing into learning 	

- Flexible foundation learning to address needs of young people not yet ready for E2E, enabling progression into other learning and ensuring that E2E can prepare young people for FE or Apprenticeship
- Vocational training and qualifications linked to key employment sectors and local employment opportunities including integrated maths and English skills development
- Structured taster programmes in a working environment to engage both employers and young people
- Develop essential life skills awareness alongside training provision to include , personal finance and budgeting, citizenship, community interaction, fitness and health
- Employability skills provision using unconventional learning methods
- Employer engagement activity for Apprenticeships take-up, including public sector opportunities, scope for employer brokerage models, common pre and post 19 models
- Supported job entry – particularly for disaffected young people and those young people with learning difficulties and/or disabilities (LLDD) to understand employers’ requirements around attendance, attitude, motivation, language and behaviour management
- Scope for enterprise and entrepreneurial activities aimed at 16-19 NEET group

Target groups & priority

Individuals aged 16-19 who are not in employment, education or training. The specific target groups **could** have emphasis on:

- i. Young offenders
- ii. Young people leaving a custodial sentence
- iii. Young people with mental health problems
- iv. Young people from socially excluded groups
- v. Young people with caring responsibilities
- vi. Young people with learning difficulties and/or disabilities (LLDD)
- vii. Young people from BME backgrounds
- viii. Young parents and those soon to be

Geography / area of delivery

Barnsley
 Doncaster
 Rotherham
 Sheffield

Outputs

Minimum number of participants supported:
 Barnsley - 350
 Doncaster - 500
 Rotherham - 500
 Sheffield- 670

- 100% of participants to receive diagnostic assessment of individual needs and individual learning plan.
- 65% progression onto further education, full/part time employment, training or other government programmes.

Results

A reduction of NEET young people in South Yorkshire

Other outcomes

Providers should specify other outputs, outcomes and milestones that will be delivered by the programme including volumes. The following is an indication but not an exhaustive list of the type of activity to be supported:

- Achievement of Skills for Life qualifications (Entry Level Certificate, Entry Level 1,2 or 3)
- Personal development programmes
- Progression to other learning
- Life skills support
- Confidence building activities
- Activities to enhance employability
- Work with employers to develop employment opportunities

Funding available

Barnsley up to £1,500,000 with an initial contract value of £1,000,000
 Doncaster up to £2,000,000 with an initial contract value of £1,500,000
 Rotherham up to £2,000,000 with an initial contract value of £1,500,000
 Sheffield up to £2,500,000 with an initial contract value of £2,000,000

Start and end dates

The funding period will run from April 2008 up to April 2010.

Contracting details

Contracts will be for 2 years with the potential to increase this to 3 years. Proposals should outline delivery for the first 2 years only.