

Overview

On Friday 16th September, London Councils launched the ESF London Borough's Programme. The Foreword from the Mayor expresses "delight...in the investment of £5 million in 15 Boroughs".

This information flash is made up of extracts from London Councils European Social Fund (ESF) Programme 2007-2013 key documents:

- Tendering Prospectus
- Tendering Specifications
- Tender Form

Please follow link to the London Councils website to access these documents:

<http://www.londoncouncils.gov.uk/aboutus/invitationtotender/newLondonCouncilsESFprogramme.htm>

Support from LVSTC on any aspect of this round can be sought from Steve White on steveqw@lvstc.org.uk and Ray Phillips on rayp@lvstc.org.uk or 020 7538 4309. London Councils is organising an application workshop and details of it appear at the end of this e-bulletin.

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London Councils European Social Fund (ESF) Programme 2007-2013

The ESF was set up to improve employment opportunities in the European Union and so help raise standards of living. It aims to help people fulfil their potential by giving them better skills and better job prospects. This Programme combines funds from the 15 London boroughs and the European Social Fund and enables London Councils to use its strategic position to enhance borough level employment and training projects. The participating boroughs are using the additional ESF match funding to add value to the work they are doing. The Borough Specification Prospectus lists the strategic borough-level priorities the additional ESF funding will support.

Project activities and results

London Councils has consulted with the participating boroughs and other CFOs on the types of activities, outputs and results they expect from their ESF funded projects. In order to avoid duplication, participating boroughs will fund projects that work with specific target groups and in specific geographical areas.

All applicants must demonstrate that their project has a focus on progression, and for the majority of participants supported under Priority 1.1 this will be towards employment. Where the projects are funded under different ESF priority measures the focus will be different, as detailed below:

Priority 1.1 Improving the employability and skills of unemployed and economically inactive people.

- Projects tendered under this priority will primarily have an employment focus. Applicants should demonstrate not only that they understand the needs of the participants, but also that the training and support to be provided are relevant to employer needs.
- The aim of this funding round is to move individuals closer to and into the labour market, through a range of support. It is recognised that not all participants will be able to move directly into employment at the end of the project so there is also a focus on progression to jobsearch or further learning. Where employment is a realistic target for individual participants, this is the preferred outcome.

Priority 2.1 Increasing the Number of Employees with Improved Basic Skills.

- Projects tendering under this priority will provide in-work training, relevant to employer needs.
- Applicants should demonstrate not only that they understand the needs of the participants, but also that the training and support to be provided are relevant to employer needs.

Providers should make clear on the Application Form the specification against which they are tendering and should provide responses to all the activities listed within the specification. **Please note that only one project will be funded under each specification and partnership approaches to this provision are encouraged.**

Under the current round, London Councils and the participating boroughs welcome tenders from organisations and partnerships that are strategic and show links with other programmes. Projects should be innovative and add value to mainstream provision.

Borough(s)	Borough Match Funding	ESF	Total	Specifications	
				1.1	2.1
Barking & Dagenham	1,028,518	1,028,518	2,057,036	1	
Barnet	205,000	205,000	410,000	1	
Corporation of London	198,447	198,447	396,895	3	
Croydon	75,000	75,000	150,000	1	
Enfield	400,000	400,000	800,000	1	1
Hammersmith & Fulham	1,000,000	1,000,000	2,000,000	1 (Jan 2012)	
Hillingdon, Ealing & Hounslow	450,000	450,000	900,000	1	
Hounslow	356,207	356,207	712,414	2	
Kensington & Chelsea	120,000	120,000	240,000	2	
Kingston	360,000	360,000	720,000	1	
Lambeth	340,074	340,074	680,147	1	1
Lewisham & Southwark	150,000	150,000	300,000	1	
Southwark	300,000	300,000	600,000	3	
Westminster	671,933	671,933	1,343,866	3 (2 in 2012)	
Total	£ 5,655,179	£ 5,655,179	£ 11,310,358		

Eligibility criteria

London Councils will only fund organisations that are:

- **Constituted:** Organisations funded by London Councils must have a constitution or governing document that is signed and dated, and defines how the organisation will operate. A governing document can be a formal constitution, a memorandum or articles of association.

(Public or Local authority bodies can bid for contracts, however the body bidding must be separate and have appropriate ethical walls from the body awarding the funding.)

- **Able to deliver the work solely in the borough(s) listed in the tender specification:** Unlike the main London Councils programme, organisations will be expected to work in one borough only, unless specified in the tender.
- **Financially solvent:** Organisations funded by London Councils must not have liabilities that are more than their current assets.
- **Able to begin delivery of project activity from December 2011:** Unless otherwise stated in the tender.

Project duration

Projects will be funded between the dates specified on each individual tender specification. Please note that projects will start no earlier than 1st December 2011 and end no later than 30th June 2015.

Notes for all applicants

A glossary of all the key terms is also available from the DWP's ESF website available here:

<http://www.dwp.gov.uk/esf/resources/glossary/> Here it defines, for example, what a 'participant', 'provider' & 'basic skills' are, where you use these terms in your tender you should be consistent with these definitions.

All projects should:

- demonstrate a clear understanding of the needs of the target groups listed in the specifications
- demonstrate how planned provision is appropriate to meet employer need (where applicable)
- demonstrate relationships with named employers that will lead to employment for participants
- show clearly how they will ensure they will deliver the target numbers of outputs and results
- demonstrate that participant progression is integral to the design of the project
- demonstrate how employer input has been included into the development and delivery of the project
- show a well thought-out approach to childcare / replacement social care issues including clear links to local providers and/or regional or national strategies
- demonstrate links with other relevant agencies or providers
- include better off in work calculations when designing projects

- show clear links to sources of employment (including flexible and self-employment) and providers of job-search or further learning activity
- demonstrate a track record of providing successful employment advice, including self-employment
- show that they will offer appropriate follow-up support to allow participants to move into, and sustain, employment successfully

Partnership working

London Councils wishes to support effective partnership working in project delivery, some of the tender specifications even have partnership working as a mandatory activity. In particular, we would encourage delivery organisations to work with partners where complementary expertise is required to deliver a full package of support. For example, where specialist training outside of the provider's core competencies is required, we would prefer that this provision be outsourced to an experienced specialist provider, rather than providers attempting to establish a new training resource.

London Councils expects that providers will have established, or be in the final stages of establishing, partnerships prior to submitting their application. All providers intending to work in formal partnership (i.e. where the lead partner will be paying other partners) must submit draft partnership agreements with their tender which formalise roles and responsibilities within the partnership.

As a minimum, a partnership agreement should contain sections on:

- who the partners are
- roles and responsibilities of each partner
- the timescale for delivery
- equal opportunities (that the partner must ensure equality of opportunity in line with the lead partner's equal opportunities policy and London Councils and ESF requirements)
- the other cross-cutting themes: sustainable development and health
- monitoring (including which information the partner is required to keep and how often they are expected to report to the lead partner)
- termination
- finance and payments (including how much money will be paid to the partner organisation by the lead organisation, what the money will cover)
- deadlines for reporting to the lead partner
- audit (that the partner organisation may be subject to an audit in connection with the project, and that the all records pertaining to the delivery of the project are still auditable until 31st December 2022)
- publicity

This type of agreement ensures that project delivery by project partners takes place as discussed and ensures that each partner is clear about what it needs to achieve as part of the project.

Cross Cutting Themes: Gateway Criteria

Cross cutting themes (CCTs) are issues that affect the whole of project delivery and are considered to be central to delivering a high quality and accessible project. The cross cutting themes are **equal opportunities, sustainable development and health**. Applicants will be expected to demonstrate their project's impact with regard to the CCTs. The questions relating to equal opportunities, sustainable development and health are known as 'gateway' criteria because you will be expected to achieve a minimum score on these questions in order for your application to proceed into full assessment.

The minimum score that you must achieve on each part of these questions is shown in the Tender Form. If your project does not achieve the minimum score on each criterion, your application will be rejected and will not be considered for funding under this round.

Please see the [London Councils Tendering Prospectus General Criteria: September 2011](#) & [London Councils Tendering Specifications \(Borough Specifications: September 2011\)](#) for further details in how to address these and other questions.

Important information for submission

Deadline for all tenders: 12noon, 31st October 2011
Tenders received after the deadline will not be considered for any reason

Please submit your tenders to -
 London Councils ESF Co-Financing Programme
 London Councils
 59½ Southwark Street
 London
 SE1 OAL

Please write 'TENDER FOR ESF FUNDING – DO NOT OPEN' in a prominent position on the envelope

Borough Contacts

If you wish to contact the borough in which your project will take place, please see below:

Name	Organisation	Contact details
Terry Regan	Barking & Dagenham	Email: terry.regan@lbbd.gov.uk Tel: 020 8227 5329
Carolyn Roche	Barnet	Email: Carolyn.Roche@Barnet.gov.uk Tel: 020 8359 7280
Dorothee Njindou	Corporation of London	Email: dorothee.njindou@cityoflondon.gov.uk Tel: 020 7332 3622
Jivko Hristov	Croydon	Email: jivko.hristov@croydon.gov.uk Tel: 020 8090 1689
Imogen Hughes	Ealing	Email: hughesi@ealing.gov.uk Tel: 020 8825 9666
Anna Loughlin	Enfield	Email: anna.loughlin@enfield.gov.uk Tel: 020 8379 4789
Neil Wigglesworth	Hammersmith & Fulham	Email: neil.wigglesworth@lbhf.gov.uk Tel: 020 8753 3375
Helena Webster	Hillingdon	Email: hwebster@hillingdon.gov.uk Tel: 018 9527 7345
Claire Codling / Jennifer Gunn	Hounslow	Email: Claire.codling@hounslow.gov.uk Tel: 020 8583 2209
Graham Hart	Kensington & Chelsea	Email: graham.hart@rbk.gov.uk Tel: 020 7361 3531
Simon Pearce	Kingston	Email: simon.pearce@rbk.gov.uk Tel: 0208 547 6110
Lorna Burley	Lambeth	Email: lburley@lambeth.gov.uk Tel: 020 7926 338
Paul Hadfield	Lewisham	Email: paul.hadfield@lewisham.gov.uk Tel: 020 8314 3708
Nick Wolff	Southwark	Email: nick.wolff@southwark.gov.uk Tel: 020 7525 5676
Tom Harding	Westminster	Email: tharding@westminster.gov.uk Tel: 020 7641 2244

Application Workshop

London Councils is providing an application workshop on Wednesday 5 October at 10am to support those tendering – please note this event is only for those seriously considering an application. To book, please contact Wesley Kanyere at London Councils on Wesley.kanyere@londoncouncils.gov.uk, the event will take place at London Councils and you must register by 3 October.

LVSTC, Bromley Hall, 43 Gillender Street, London, E14 6RN

Tel: 0845 262 2006 or 020 7538 4309

Fax: 0845 262 2005 or 020 7005 0275



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LVSTC is funded by the European Social Fund, London Councils, City Bridge Trust and City Parochial Foundation.

This e-bulletin is edited by Ian Foster

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