<table>
<thead>
<tr>
<th><strong>Response to Redundancy Delivery requirements</strong></th>
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<tbody>
<tr>
<td>The approach relies on a successful provider being able to offer a seamless service to employers and individuals, joining-up the offer of both pre-employment and the in-employment training offered through Train to Gain and apprenticeships.</td>
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<tr>
<td>The focus of support required for individuals in pre-employment or under notice of redundancy is fundamentally different from that required for individuals within employment, with needs and solutions being driven by the individual and the local labour market. Training and support activity needs to demonstrate a maximum degree of flexibility to support individual employability and mobility.</td>
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<tr>
<td>Employers and individuals will be provided with a clear understanding of the range and scope of education and training services that they can expect to receive and the appropriate signposting to other public agencies, e.g. Business Link or nextstep services, as well as Connexions for young people.</td>
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<td>The service will support and enhance the current support offer to employers and individuals.</td>
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<tr>
<td><strong>The Employer Offer</strong></td>
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<td>Support under the pre-redundancy offer is likely to enable response to significant redundancies where the employer is keen to support activities within the period of redundancy, or willing to extend the redundancy period to allow access to skills development activity that will help the employee re-enter employment quickly.</td>
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<tr>
<td>Employers making individuals redundant will be offered a choice of provider to work directly with them to ensure these individuals have high quality training and education to support them to find new employment.</td>
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<td>Successful contractors will work with organisations that are reducing their workforce as a result of the economic downturn or market failure, and provide a bespoke training programme that reflects the needs of the local labour market and the employees being supported. There should be no restriction on the type of provision. It will be funded as long as it is organised and delivered according to the individual's existing skill levels, local labour market intelligence on available job opportunities and the individual's own career aspirations.</td>
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<tr>
<td>A package of support, typically between 2 and 8 weeks, should help people refresh their skills in a sector or begin the work of retraining for a new sector to aid progression into sustainable employment. This should be the key driver of any activity. It may be possible to extend the duration of the programme to better fit with the employer and employee’s needs in line with specific circumstances related to the period of redundancy.</td>
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It will be incumbent on the provider and the individual to check there are no benefit implications to any extension. If there are any benefit implications to the individual, then the duration of training should be typically between 2-8 weeks.

It is proposed that activity is quality assured through the accredited status of the provider rather than the qualification, and that the level of activity is constrained by setting a maximum funding limit.

Providers will be pro-active in supporting businesses by joining up training provision delivered to those under notice of redundancy alongside an offer to the employer to support the skills and qualification of their existing/remaining workforce through the core Train to Gain contract and funding stream.

Once the individual has benefited from the flexible skills support, the LSC is looking to the provider to support the individual to secure further employment and to enable support for training once they have re-entered employment through the core Train to Gain contract where the normal rules will apply (please see most recent changes to “firstness” requirements for TtG in respect of those entering employment through this and other JCP programmes). This can be through the provider’s own Train to Gain contract or through links with another provider that holds a Train to Gain contract.

The Individual Offer

Individuals who have been made redundant or are under notice of redundancy, will be offered a range of education and training services to develop skills to help them to retain employment or find new employment. The aim will be to equip individuals with the skills to be employed in line with emerging skills shortages and emerging job opportunities in the same company or with a new employer.

The successful contractor will proactively market training availability to affected employees within supported organisations, and to those who have already been made redundant.

The key focus is on the needs and solutions being driven by the individual and the needs of the local labour market so training and support activity needs to have a maximum degree of flexibility to support individual employability and mobility.

A package of support, typically between 2 and 8 weeks, should help people refresh their skills in a sector or begin the work of retraining for a new sector to aid progression into sustainable employment. This should be the key driver of any activity.

The training will need to be flexible and accommodate current benefit restrictions/rules (where relevant to the individual) incumbent upon the JCP clients (16-hour rule). The provider will also need to demonstrate what mechanisms they would employ to ensure that they would promote continued
skills development should an individual find work part way through their training.

The successful provider must be able to offer the following range of skills interventions tailored to the needs of the individual. It is recognised that not all of these will be needed in each case:

- Training Needs Analysis and Individual Learning Plan;
- Skills for Life diagnostics (including ICT) and delivery of appropriate training;
- Assessment of generic employability skills needs and the delivery of training to improve job search, job application and in-work skills;
- Embedded IAG and learner support
- Training to update skills needed for a specific employment sector;
- Pre-employment training to provide skills to enter a different occupation or sector;
- Regular progress reviews;
- Exit interviews and customer tracking.

There should be no restriction on the type of education and training provision that can be delivered. It will be funded as long as it is organised and delivered according to the individual’s existing skill levels, local market intelligence on opportunities and the individuals own career aspirations, however, activity must be focused on skills development.

Training offered need not lead to qualifications but where accreditation, including of units, is available this should be considered in order to provide individuals with transferable evidence of skills and knowledge for future progression, particularly to full qualifications through Train to Gain or an apprenticeship.

A key requirement for contractors is that once the individual re-enters employment then the provider should seek to continue skills and qualifications development with the new employer/employee delivered under the core Train to Gain or apprenticeships contract (subject to normal Funding Guidance and new flexibilities such as the ability to fund and deliver units.)

Contractors must work with individuals who are under notice of redundancy to ensure where possible that any outstanding Train to Gain or alternative employment linked training activity is successfully completed.

Successful contractors will be expected to work effectively with a range of public and private sector delivery partners to sign-post employers and individuals to other organisations that can offer other services set out below that are not covered under this procurement exercise:

- Support and training linked to entrepreneurship, self-employment and social enterprise;
- Working with Business Link to utilise and enhance business ‘start up’
support and to support any employer with access to wider business support services;
- **nextstep** services;
- Additional learning support and learner support;
- Signposting to enhanced and quality redundancy focused matrix accredited IAG focused on jobs and skills;
- Specialist advice regarding benefit allowances, debt counselling, emotional support, etc;
- New employment opportunities in addition to vacancies offered by Jobcentre Plus.

Due to the changing economic and political landscape, the LSC and JCP approach and associated processes may change during the life of this contract. In such circumstances successful contractors will be expected to adapt their offer and processes accordingly.

The successful contractor should have the capacity to deliver education and training immediately once the contract starts in April 2009. This should not be delayed in any way by any recruitment processes or other processes that need to be introduced.

The LSC will agree indicative priority activities with providers.

For more information and guidance on Train to Gain funding, go to:


For more information on LSC funding policy and guidance go to:


For more information about the 16 hour rule please go to: