

WEST DUNBARTONSHIRE COUNCIL

Report by Executive Director of Housing, Environmental and Economic Development Department

Tendering Committee: 19 January 2011

**Subject: West Dunbartonshire's Employability Programme (WDEP)
Keyworker Service**

1. Purpose

- 1.1 The purpose of this report is to advise members, on behalf of the Community Planning Partnership (CPP), of tenders received for the delivery of West Dunbartonshire Employability Programme (WDEP) Keyworker Service, and to seek approval to accept the most advantageous tender.

2. Background

- 2.1 Committee approval for the Council to initiate a tender on behalf of the Community Planning Partnership for the supply and delivery of the West Dunbartonshire Employability Programme (WDEP) Keyworker Service had previously been sought on 04 August 2011

3. Main Issues

- 3.1 The period of the above noted tender as stated in the tender document would have been operational until 31 July 2011 (possible extension 12/13). The contract will now be operational until 30 June 2011 (possible extension 12/13) to align with the WDEP programme's financial accounting periods.
- 3.2 Two companies tendered for this service, The Lennox Partnership and Employment Enterprise Ltd. According to the evaluation criteria which were established prior to tender, The Lennox Partnership is the most advantageous.

Company Name	Evaluation Score	Order of Tenders (Ranking)
The Lennox Partnership	98.6	1
Employment Enterprise Ltd	94.7	2

- 3.3 The value of the contract will be in the region of £115,340 for the period up until 30th June 2011 with a possibility of future extensions as noted above.

3.4 The successful organisation will provide Key Worker services across West Dunbartonshire engaging with workless residents and supporting them to move closer to or into the labour market and away from economic inactivity.

3.5 The Key Worker service will provide an overarching employability advice and support service to clients of WDEP in co-ordination with the Council's own key workers.

3.3 The tender winning supplier will ensure that linkage is developed and sustained with WDEP funded projects as well as with external providers to ensure that clients are informed and supported to access the full range of services available to them and to facilitate cross referrals.

4. People Implications

4.1 The contract is part of a wider Community Planning Partnership bid for European Funding which is monitored by the Economic Development Officer – WDEP, with support from the Bid Coordinator – WDEP and a dedicated Finance Officer.

5. Financial Implications

5.1 The cost of the contract will be met through the Fairer Scotland Fund and the European Structural Fund Programme for Scotland: ESF Priority 1.

6. Risk Analysis

6.1 All risks have been fully considered in the contract documentation including financial risk, health and safety and public liability.

7. Equalities Impact

7.1 The West Dunbartonshire Employability Programme as a whole will continue to collate information on gender, age, ethnicity, disability and health difficulties on a monthly and quarterly basis for monitoring purposes.

8. Conclusions and Recommendations

8.1 The West Dunbartonshire Employability Programme (WDEP) Keyworker Service will provide local people with support to move closer to or into the labour market.

8.2 The Committee is invited to approve the awarding of the contract to The Lennox Partnership as the most advantageous tender.

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Date: 7 January 2011

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Appendices: None.

Background Papers: None

Wards Affected: All