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Investing in jobs and skills

LONDON COUNCILS
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MAYOR OF LONDON



Contents

1. London Councils' contribution to the implementation of the Operational Programme and the regional ESF framework.....	3
1.1 Activities	3
1.2 Target groups	5
1.3 Geographical Targeting	6
1.4 Contribution to the London Plan outputs and results targets.....	7
1.5 Complementing other CFO provision.....	7
2. Funding and added value.....	9
3. Project selection and tendering arrangements	11
3.1 Objective appraisal criteria	11
3.2 Publication of call for tenders.....	12
3.3 Support and advice for potential providers.....	12
3.4 Arrangements for selection of projects, and independent scrutiny of the appraisal and selection process.....	13
3.5 Feedback arrangements for applicants and appeals procedure.....	14
4. Provider funding and monitoring	15
4.1 Agreed outputs for payment	15
4.2 Monitoring	17
4.3 Quality	17
5. Cross Cutting Themes.....	19
5.1 Equality and diversity.....	19
5.2 Sustainable development	21
5.3 Health.....	22
6. Implementation.....	23
Annex 1	24
Annex 2.....	25

1. London Councils' contribution to the implementation of the Operational Programme and the regional ESF framework

This plan sets out the priorities for London Councils' ESF funded activities for the period 2007-2010. The London Councils ESF Co-financing Programme 2007-13 will contribute to the delivery of priority axis 1 of the England and Gibraltar ESF Operational Programme and London Regional ESF Framework by funding projects that tackle worklessness. The London Councils ESF Co-financing Programme 2007-13 will operate in Priority 1.1 only. It will link with key strategic initiatives identified in the regional framework, in particular those of the London Skills and Employment Board and the London Child Poverty Commission (p.5 and p.10 *London European Social Fund Regional Framework January 2007 to December 2010: Key Stakeholders Consultation Draft June 2007*).

The London Councils Programme will address three London Economic Development Strategy objectives identified in the regional framework. It will:

- tackle barriers to employment;
- address the concentration of disadvantage; and
- reduce disparities in labour market outcomes between groups.

1.1 Activities

The programme will fund projects that deliver a range of activities to workless individuals in order to help them access the labour market. The activities funded will help to ensure that the London Councils ESF Co-financing Programme 2007-13 contributes to the three London Economic Development Strategy objectives listed above. These activities will include:

- Active and preventative measures for workless people that ensure early identification of needs with individual action plans and personalised support;
- basic skills, ICT skills, English for Speakers of Other Languages, life skills and vocational training for employability (both prior to and after entering jobs);
- job-search help, advice and guidance;

- work experience placements;
- improving job brokerage to enable a better match between supply and demand;
- activities to help unemployed and inactive disabled people and people with health conditions to enter and remain in work;
- activities to prolong working lives by re-engaging inactive older workers;
- activities to help lone parents enter and make progress at work, and so contribute to alleviating child poverty;
- activities to reconcile work and private life, including access to childcare and care for dependent persons, where caring responsibilities are a barrier to labour market participation – childcare and care for dependent persons may be provided as part of a wider set of activities;
- mainstreaming and specific action to improve access to employment and increase sustainable participation and progress of women in employment; and
- activities to increase participation by people from ethnic minorities in employment.

London Councils has consulted with the other London CFOs: Jobcentre Plus, the Learning and Skills Council (LSC) and the London Development Agency (LDA) in developing this plan. The consultation process has focussed on avoiding duplication of provision. This consultation is on-going and will inform the drafting of the London Councils ESF Co-financing Prospectus to be published in the autumn.

London Councils intends to allocate 5% of its budget to Technical Assistance to fund capacity building activities. London Councils will work with the Managing Authority and other CFOs to draw up a programme of activities to be supported. At this stage, it is envisaged that capacity building will focus on improving the capacity of organisations funded through the wider London Programme. In particular, support will be focussed on voluntary sector providers and will concentrate on ensuring that they have the systems in place to deliver successfully. It will also provide an opportunity for providers to share best practice to support delivery of the programme.

1.2 Target groups

Projects funded through the programme will deliver either one, or a combination of the activities described above to specific target groups. In consultation with the other CFOs, London Councils has decided to focus its support on very specific target groups. These specific target groups will be drawn from within the headline target groups outlined in the London Regional Framework. For example, London Councils will look to support a number of projects that work with disabled parents. This example shows London Councils' desire to fund projects that on the one hand cover the ESF target groups and on the other hand link to the wider strategic context, in this case reducing child poverty in London. The target groups to be supported through the programme are listed below:

Disabled people or people with a health condition: London Councils will target the following sub-groups:

- Disabled parents;
- People with mental health problems and who are not eligible for the Pathways to Work programme.

People recovering from drug and alcohol addiction: London Councils will target the following sub-groups:

- People who are at early stages of recovery and need pre-employment / pre-training support;
- People who are at later stages of recovery who can be progressed into employment.

Homeless people: London Councils will target the following groups:

- Homeless individuals;
- Homeless families.

Jobless parents

*Refugees and asylum seekers*¹: London Councils will target the following sub-group:

- People with pre-entry level ESOL needs

Women from BME groups with low labour market participation rates: Specific groups targeted could include:

- Bangladeshi women;
- Pakistani women;
- Somali women.

Older People: Specifically:

- Carers and former carers.

1.3 Geographical Targeting

London Councils is a membership organisation whose members are the 32 London Boroughs and the City of London. Consequently, London Councils is committed to ensuring that services funded through the programme are delivered in each London borough. The London Councils ESF Co-financing Programme 2007-13 will fund projects across Greater London subject to the conditions placed on London Councils match funding, namely:

- a) that participants are drawn from at least two London boroughs; and
- b) that the organisation responsible for the delivery of the service is a formally constituted voluntary or not for profit organisation.

Given the overall size of the London Councils ESF Co-financing Programme 2007-13 it is anticipated that projects will deliver on a sub-regional basis rather than pan-London.

¹Allowable activities for asylum seekers are limited to the following:

- initial English for speakers of other languages, other basic skills (literacy, numeracy and IT) where they are not part of provision that leads to employment;
- orientation provisions to raise awareness of the rights and responsibilities of asylum seekers and labour market needs;
- provision of information about further education and voluntary work they can participate in;
- general advice about what awaits those given leave to remain in Britain (information about law, culture, housing, welfare, health, educating and employment); and involvement in voluntary activity within the asylum community.

In addition, where agreed by the regional ESF committee, London Councils may be able to use any additional ESF available through the 2007-13 programme to match with contributions of clean match funding from individual boroughs, thereby building on the experience of the 2006-08 NRF ESF programme. This approach will link directly within the economic development and environment theme² of participating boroughs' LAAs and provide actions in tightly defined geographical areas, either at borough, or ward level.

1.4 Contribution to the London Plan outputs and results targets

The contribution of the London Councils ESF Co-financing Programme 2007-13 to the regional targets can be found in Annex 2. Annex 2 has been calculated following discussions with the other London CFOs. During these discussions, it was agreed that in order to avoid duplication, London Councils and the LDA would focus their programmes on the harder to reach target groups and that where possible participants engaged would progress onto LSC and Jobcentre Plus funded provision, whilst, the LSC and Jobcentre Plus would provide the final link for participants into employment. As a result, Annex 2 has the following features:

- It focusses solely on the economically inactive (on the assumption that people on JSA will be picked up through the LSC and Jobcentre Plus programmes);
- It has a lower level of employment outcomes (on the assumption that the LSC and Jobcentre Plus Programmes will create a higher number of employment outcomes); and
- It has a higher level of progressions into further jobsearch and training (on the assumption that the LSC and Jobcentre Plus programmes will create lower numbers of these outcomes).

1.5 Complementing other CFO provision

London Councils has consulted with other CFOs on developing the regional framework and has had regular meetings with partners to shape the new programme. These meetings agreed on ways to avoid duplication and to ensure that each of the CFOs plays a role that contributes to the overall success of the 2007-13 programme. London

² Formerly bloc 4

Councils' role is linked to funding the voluntary sector to help specific hard to reach groups access, or move towards the labour market.

London Councils has a unique position amongst London CFOs, as the only CFO that has a programme exclusively for the voluntary sector. As such, London Councils is an essential point of access for voluntary sector organisations to deliver ESF priorities in London. Voluntary sector organisations, in their turn, play an important role in accessing hard to reach workless people who are often missed by the larger statutory providers. This role has been recognised by the Department of Communities and Local Government (*Preparing Community Strategies* Department of Communities and Local Government, May 2006). London Councils has undertaken to link its project specifications into other CFO programmes where appropriate. It is anticipated that London Councils funded projects will focus on hard to reach economically inactive individuals. Many of the participants recruited to the programme will be recruited through targeted outreach and will receive support in order to progress into further jobsearch and training. The London CFOs have agreed that where the opportunity exists participants should be provided with pathways through to other ESF funded activity. For example, some economically inactive participants recruited to the London Councils ESF programme will be expected to progress into LSC ESF funded activities that are matched with the LSC Skills for Jobs Programme.

The Voluntary Sector focus of London Councils' programme will help it access the very specific target groups to be supported. This focus will also ensure flexible and innovative approaches to helping workless individuals enter the labour market. London Councils will let smaller contracts than some of the other London CFOs. And while other CFOs will encourage voluntary sector participation in their programmes, some smaller voluntary sector organisations may not have the level of financial assurance in place to act as lead partners in projects. This situation may place limitations on the ability of voluntary sector organisations to be flexible and innovative, as they will be tasked with delivering elements of projects developed elsewhere. The London Councils ESF Co-financing Programme 2007-13 will ensure that smaller voluntary sector organisations can deliver as lead partners. This approach, in line with Government aims, will allow for "greater opportunities for voluntary organisations to deliver public services and access Government funds avoid[ing] compromising their independence, their innovation [...]" (<http://www.communities.gov.uk> - 21 February 2006).

2. Funding and added value

Match funding is drawn from the overall London Councils annual grant budget, funded by the London Boroughs. ESF and London Councils match will be used in a single stream. The funding has been committed for the first four years of the 2007-13 programming period by the London Councils Grants Committee³. The match funding is specifically drawn from the London Councils budget set aside for employment and training projects. Agreed match amounts to £2,000,000 per year of the programme, of which 5% is set aside for management of the programme (see table 1 below). Where acceptable, and if ESF match funding is available, London Councils may also be able to access further clean match funding from individual London boroughs to support the delivery of specific local requirements.

Table 1. London Councils Funding Breakdown

Priority 1		2007	2008	2009	2010	2011	2012	2013	Total
Project funding	LC Match		£1,353,750	£1,805,000	£1,805,000	£1,805,000	£1,805,000	£2,256,250	£10,830,000
	ESF		£1,353,750	£1,805,000	£1,805,000	£1,805,000	£1,805,000	£2,256,250	£10,830,000
	Subtotal		£2,707,500	£3,610,000	£3,610,000	£3,610,000	£3,610,000	£4,512,500	£21,660,000
Admin	LC Match	£24,206	£84,375	£86,906	£89,513	£92,199	£94,965	£97,836	£570,000
	ESF	£24,206	£84,375	£86,906	£89,513	£92,199	£94,965	£97,836	£570,000
	Subtotal	£48,411	£168,750	£173,813	£179,027	£184,398	£189,930	£195,673	£1,140,000
Total		£48,411	£2,876,250	£3,783,813	£3,789,027	£3,794,398	£3,799,930	£4,708,173	£22,800,000

The London Councils match funding directly complements the objectives of ESF Priority 1 by funding projects that increase employment and reduce unemployment and inactivity - in particular increasing the employment of inactive people who have a disability or health condition, who are lone parents, who are over 50, who are from ethnic minorities and who have no or low skills.

It also complements the work of the London Child Poverty Commission (LCPC), which was set up by the Mayor of London and London Councils. The purpose of the LCPC is to

³ Subject to annual budget setting

identify ways to reduce, and eventually eliminate child poverty in the capital. Aligned with ESF, London Councils match funding will help workless parents obtain and sustain paid employment and raise household income levels above 60% median income levels⁴.

ESF funding will add value to London Councils match funding in a number of ways. It will increase the number of participants who will receive advice, guidance, training and other support by providing an increased level of provision. The ESF funding that can be drawn down by the co-financing programme also adds value to existing London Councils funding by increasing funded projects' ability to provide ongoing support and progression routes for participants.

ESF will also be used to provide longer and more intensive training than would otherwise be possible, enabling more participants to achieve qualifications or units towards qualifications, and increasing the likelihood of participants obtaining employment. Reporting measures, including the use of soft outcome measurements, will be designed to indicate where achievement can be clearly linked to the additional funding.

In particular ESF funding will enable more generous provision of participant support measures. These will ensure equal access to training for the participant groups and that they are able to gain full benefit from the training programmes.

⁴ Children living in households with income levels below 60% of the median income can be described as living in child poverty.

3. Project selection and tendering arrangements

Project proposals will be invited through open and competitive tendering (OCT) and assessed against objective criteria. A tender pack will be available from the tendering round launch date and will be sent to organisations on request and will be published on the London Councils website.

The conditions placed on London Councils' match funding limits eligibility to formally constituted voluntary and not for profit organisations that are able to work across two or more London boroughs. However, if and where individual borough match funding were used, eligibility criteria would be extended to include other types of organisation.

All organisations submitting tenders will be asked to provide the following supporting documentation:

- a copy of their constitution or draft constitution;
- the current year budget and estimated next year budget;
- a signed copy of the most recent audited accounts;
- a copy of their equal opportunities policy;
- copies of their public and employer liability insurance certificates;
- their health and safety policy; and
- full details of any partners with whom they are working and draft partnership agreements.

3.1 Objective appraisal criteria

The scoring criteria will be developed alongside the London Councils ESF Co-financing Prospectus and will be based on the following:

- Fit with plan and prospectus – assessing whether projects will deliver to a target group identified in the plan and prospectus;
- Quality and ability to deliver – checking that projects demonstrate a knowledge of the labour market and give a clear demonstration of how the project will identify and recruit participants, provide relevant support and ensure progress on the pathway to employment;

- Demonstrable ability to manage and monitor a project ;
- Value for money;
- Gateway criteria for cross cutting themes;
- Available budget for the activity; and
- Achieving a geographical spread across London that reflects need for the whole programme.

3.2 Publication of call for tenders

Tendering rounds will be launched at events held either as part of a London launch, or at London Councils. The 'call for tenders' will be publicised through the following channels:

- Publication of a call for tenders in local press including specialist press;
- Direct mailing to a wide list of known providers, including through arrangements with second tier organisations relevant to the target groups;
- Via local authority officers responsible for European funding;
- Use of the London Councils website and through links with third parties such as LVSTC; and
- Press release.

A clear timetable will be provided as part of the tender guidance and will allow for at least 20 days between publishing the call for tenders and the deadline for their return. Prior to the call for tenders, London Councils will publicise the key principles of its co-financing programme in order to encourage providers to develop partnerships and links with other agencies and provide them with the additional time to develop these arrangements.

3.3 Support and advice for potential providers

The launch event will provide the opportunity for potential providers to discuss the programme and tender requirements as set out in the tender pack.

Telephone support will be provided throughout the bidding period up to five days before the tender deadline and updates will be published on a regular basis. Further support in preparing tender documents will be available from LVSTC. In addition, London Councils anticipates that capacity building networks and second tier organisations will support the tender process.

3.4 Arrangements for selection of projects, and independent scrutiny of the appraisal and selection process

The following sets out the key stages of the selection process:

1. All tenders received will be checked for eligibility to ensure that all sections of the tender form have been correctly completed and all supporting documentation submitted and that the tender is eligible for scoring.
2. A team of scorers will mark each eligible tender against the objective criteria. Each tender will be scored twice to ensure consistency and scorers' comments on value for money and any other issues of concern will be collated along with scores. Officers will complete a risk assessment of the project finances.
3. The scorers' recommendations will be subject to appraisal by a team of senior officers of the London Councils Social Policy and Grants division. This scrutiny ensures an objective appraisal of the strategic value of ranked projects, value for money, the realism of proposed activity and achieving a geographical spread across London that reflects levels of need.
4. An external moderation panel will be held comprising key stakeholders including representatives of the regional ESF committee and the other CFOs – the LSCs, Jobcentre Plus and the LDA. The panel will have oversight of the scoring and appraisal process and will review projects for funding with due consideration of the recommendations made by the internal appraisal panel.

Provision will be made in the scoring system for new providers who cannot demonstrate past experience, who will be asked to provide additional evidence that their structures and systems are adequate for delivery. This is a normal part of the tender procedure for funding from the London Councils Grants Committee.

An analysis of the tenders will be made available to relevant strategic partners, outlining the geographical spread of projects, the organisations involved and the proposed participant profile in terms of gender, ethnicity and target groups.

3.5 Feedback arrangements for applicants and appeals procedure

All applicants will be provided with feedback on their tenders if requested. Applicants will receive a summary of scorers' comments on each of the scored sections of the tender forms. Applicants will also be shown the breakdown of their scores.

Applicants who wish to appeal against the decision made by the appraisal panel will be given 10 working days following the date on their initial notification letter to do so. Any appeals received late will not be considered and the appeal will fail automatically.

Basis for appeals

For an appeal to be considered, the applicant must make a case (**by presenting convincing evidence**) that the scoring panel and/or appraisers either:

- demonstrated bias against the proposed project; or
- made a decision that no reasonable person would make.

A simple disagreement with the score will not suffice – most disappointed applicants tend to think that their bid deserved a higher score – nor will repetition of information already provided in the tender. **No new information can be considered**, but clarification or further explanation of an answer could be relevant.

Procedure

1. All appeals will be passed to the co-financing programme manager, who will assess the applicant's case. **If suitable grounds for appeal are presented**, the tender will be passed for rescoring by an officer who did not score the tender originally. This rescore could result in an increase, a decrease or no change in the total score.
2. This assessment will be forwarded to the appraisal panel. This panel will be constituted from senior officers of London Councils and GLE. If the score is higher than the original score, this panel will then assess the project's fit to the strategic plan following the procedure set for all tenders under this programme.
3. The results of the appeal process will be conveyed to the applicant organisation, with reasons for the decision. Should the appeal be successful the project initiation process will commence as soon as possible.

4. Provider funding and monitoring

4.1 Agreed outputs for payment

All providers will enter into a contract with London Councils and be funded on a contract costs basis, unless project specifications cannot be filled and a selective negotiated tender process is used, in which case actual costs will be used. As part of the contract and pre-contract negotiations, profiles will be drawn up for expenditure, outputs and outcomes for each delivery organisation. At commencement of the contract, London Councils intends to pay the provider up to 30% of the project's first twelve months' eligible costs (pending agreement with the managing authority). The remaining balance of the funds will be paid in instalments on a quarterly basis in arrears on receipt of a completed quarterly return form (to be specified by London Councils) reflecting the period's actual outputs as agreed. Final payment will not be issued until an acceptable project closure report has been received. Quarterly payments will be issued on the basis of outputs delivered in a given quarter.

London Councils has reviewed its previous ESF programmes to develop average unit costs for various elements of project delivery. London Councils recognises that not all projects will have the same unit costs. Therefore, London Councils has developed a range of unit costs⁵ to take this into account. Projects may choose unit costs from anywhere within the range indicated in table 2.

⁵ This range is between +/-15% of the average unit cost.

Table 2. Outputs for payment

Outputs for payment (per specification)	Minimum unit cost	Average unit cost	Maximum unit cost
Unit cost per participant enrolled	£1,099	£1,293	£1,487
Unit cost per participant in employment on leaving the project	£1,117	£1,314	£1,511
Unit cost per participant in employment six months after leaving the project	£1,117	£1,314	£1,511
Unit cost per participant in further jobsearch or training	£1,117	£1,314	£1,511
Submission of a project closure report	£5,077	£5,077	£5,077

In order to help collect management information, funded projects will be provided with a suite of forms to be used to capture information on project activities, outputs and outcomes. These forms will contain all the necessary fields for projects to collect and pass on quarterly management information to London Councils, both in electronic format and as a signed 'hard copy'. This will allow London Councils to compile its own quarterly management information returns to the managing authority. All funded projects will have been required at the tender stage to demonstrate that they have the internal systems in place to provide detailed and timely management information.

Should any funds be overpaid as a consequence of outputs not being verifiable at subsequent monitoring or other inspection visits, they will become repayable immediately on demand from London Councils. This will also be the case for any funds spent on ineligible items, or where any part of the claim for financial assistance cannot be substantiated.

London Councils will suspend payments to funded organisations where data quality gives rise to concern about the accuracy of the data provided. London Councils may also suspend payments, or refuse payment of expenditure claimed for the following reasons:

- Requested to do so by the regional ESF Committee Secretariat;
- Progress towards completion of services is unsatisfactory, or not completed by specified date;
- Payment of funds is not used for purpose of services specified;
- The provider fails to notify London Councils of any major changes to agreed outputs and outcomes;
- Services are being paid for using other funds originating from the European Union (known as 'double funding'). Where this is proven to have occurred immediate repayment will be requested by London Councils.

4.2 Monitoring

Service provision, performance levels and quality measures will be specified in the initial agreement with providers. Providers will be required to make quarterly returns detailing progress against profile and financial performance. These returns will be ESF/DWP compliant and will include the data required for reports substantiating claims to the regional ESF committee, qualitative information on project progress and any significant issues, and participant evaluations. The quarterly reports will inform risk banding of organisations, which will in turn inform London Councils' monitoring strategy.

Each project provider will also receive a project monitoring visit every six months. The monitoring visits will check that all outputs claimed can be verified by the provider. The visits will also check that the project is conforming to required standards in the following areas:

- Equal opportunities;
- Sustainable development;
- Health;
- Quality;
- Publicity.

4.3 Quality

All providers funded through the programme will be expected to show evidence at the tender stage that they have quality systems in place to meet national quality standards. Moreover, all projects will be directed to the Ofsted web-site during the contracting

process to ensure that they understand what quality standards they are expected to meet (<http://www.ofsted.gov.uk>). The operational team will carry out monitoring visits to all providers that cover quality of service provision. In addition, all providers will receive support from the operational team where it is found that they are not meeting national standards. The operational team will also make themselves available to help with planning for Ofsted visits and work with projects post-visit in order to ensure that they address any identified actions.

5. Cross Cutting Themes

The London Councils ESF programme will contribute to the delivery of a number of cross cutting themes. Two of these cross cutting themes, equality and diversity and sustainable development, are embedded in the national ESF programme. The third cross cutting theme, health, is specific to London. All providers funded through the London Councils programme will be expected to contribute to the delivery of these themes. **Equal opportunities (EO) and sustainable development will be gateway criteria integrated into the tender process.** This section looks at these themes in more detail.

5.1 Equality and diversity

London Councils has an equalities action plan that is designed to ensure that all London Councils functions, policies and strategies are directed towards meeting the general duty to promote equality. The scheme sets out and assesses London Councils' policies and practices on equality and diversity, with particular reference to racial equality, and offers a programme of future action to review procedures and introduce new ones.

London Councils also has an equal opportunities policy "that ensures that equality and diversity issues are positively and fully incorporated in all aspects of its work". The London Councils Social Policy and Grants Division requires organisations receiving funding to have an equal opportunities policy that supports targeting of services and all aspects of delivery. The Grants Committee, provider of the match funding, places the establishment of effective pathways out of social exclusion at the centre of its funding strategies and business, and consequently addresses equal opportunities issues across its funding programmes. Mainstreaming of equalities will be at the heart of London Councils ESF Co-financing Programme 2007-13.

All providers will be required to provide a copy of their equal opportunities policy at the tender stage. This will allow assessors to take into account how EO considerations run through every aspect of the work of applicant organisations, from representation and decision making through to delivery. Applicants will be expected to demonstrate their

impact with regard to EO. Failure by applicants to sufficiently address gateway criteria will result in failure of the tender.

All providers will be expected to establish robust equality indicators at the outset of their project. These indicators will be built into the contract with the individual providers and London Councils will monitor providers against their progress in meeting them. Successful providers will be expected to demonstrate in their regular monitoring returns to London Councils how they have implemented EO in their project to date. In addition, providers will be issued with a copy of the post Lawrence anti-racist toolkit commissioned by London Councils and which will be used as part of the monitoring of projects. This toolkit will be explained to providers at the initial monitoring visit prior to the launch of their project delivery. A sample of providers will be monitored on their implementation of this toolkit during monitoring visits to the organisation and will be expected to show evidence of their efforts to ensure equality across the service provided, including incorporating service users in developing and decision making within the organisation. The specific impact of the programme on individual equalities groups will be as follows:

- Men and women: it is anticipated that women will represent 51% of all participants on the programme.
- Projects will be encouraged to provide for child and dependent care where needed to enable people with caring responsibility to participate in and fully benefit from the training programmes. This will be at a higher level than would be possible without ESF support.
- Older people: It is anticipated that about 18% of participants will be 50 or over. Training will address issues of age as a barrier to employment where necessary and appropriate individual support will be provided.
- Ethnic minorities: At least 60% of participants are expected to be of ethnic minority origin. People from some ethnic minority groups are over-represented amongst those who are unemployed. This is in part a result of discrimination in recruitment, that frequently occurs when there are seen to be language or cultural differences between the recruiter or current staff and the applicant. Equality of opportunity for the participants will be supported by appropriate training and the achievement of employability, with the addition of appropriate

advocacy to prospective employers. Annex B provides a full breakdown of ethnic minority groups for the programme.

- Disabled people: At the programme level, it is expected that 22% of participants will be disabled people or people with long-standing health conditions. At the project level, all providers will be expected to work towards the 22% target and meet a minimum 10% target, as well as making provision for access and appropriate support for disabled people wherever feasible. Projects which target disabled people will be expected to work with employers to develop sustained employment for disabled people. Organisations in receipt of London Councils funding are required to indicate how they respond to the requirements of the Disability Discrimination Act.

Many of the participants from the target groups will be facing a number of significant barriers to employment, requiring specialist support if these are to be mitigated or overcome. Providers will be expected to have access to information and referral mechanisms to relevant organisations and/or work in partnership with these organisations to aid participant access to other appropriate support services. As noted above Equal Opportunities will be a gateway criterion and will centre on the ability of applicants to demonstrate; a knowledge of the specific needs of the target group; ability to access the target group; realistic progression routes for the target group.

5.2 Sustainable development

Sustainable Development within the London Councils ESF Co-financing Plan embraces social, environmental and economic aspects and applicants to the programme will be expected to have considered and integrated each of these aspects into their project. The London Councils ESF Co-financing Programme 2007-13 will contribute to the UK strategy for sustainable development *Securing the Future* and the Mayor's London response to this agenda http://www.london.gov.uk/mayor/sustainable-development/docs/lcdc_gapsopps_suumary.pdf .

The nature of the London Councils ESF Co-financing Programme 2007-13 and the activities it will fund will contribute to sustainable development by achieving progress that recognises the needs of everyone and assists participants towards social inclusion and independent living through employment. Projects will be encouraged to concentrate on

ensuring long-term outcomes for participants. In addition, by enhancing skills available to the labour market and by reducing dependence on benefits, the programme will support the maintenance of high and steady levels of economic growth and employment.

The projects supported will be expected to show an understanding of the need for good environmental performance and management in keeping with the ethos and achievement of sustainable development in the UK. All projects will be required to consider impact in relation to energy, water, waste, purchasing and transport. Projects will also be encouraged to look at how they can integrate relevant aspects of sustainable development into courses they run and/or use the environment as a medium for training delivery. A framework for assessment will be developed for the prospectus and tender form which will assist projects to work towards the vision set out in the London Sustainable Development Commission's 'Sustainable Development Framework for London'. If resource is made available we will, as part of the contracting process, require providers to undertake an Environmental Audit.

5.3 Health

As outlined in the Regional ESF Framework, health will be introduced as a third cross cutting theme. London Councils recognises the link between worklessness and ill health and the link between prosperity and good health. London Councils will fund a number of projects that specifically focus on participants that are economically inactive due to ill health. However, all projects will also be required to address health issues in project delivery. Projects will be expected to either include information, advice and guidance on maintaining healthy and active lifestyles, or links to organisations that can provide this information for participants. In this way, it is anticipated that the employment skills participants gain through the project will be enhanced by greater understanding of the positive impact of good health on maintaining employment. London Councils will also ensure that its programme will work within the Mayor's Health Inequalities Strategy.

6. Implementation

The key milestones for the first year of the London Councils Plan are as follows (these may be subject to change):

- Programme launch: November 14 2007
- Tendering period: November 14 2007 – January 11 2008
- Tender deadline: January 11 2008
- Assessment of tenders: January 14 – February 15 2008
- Preparation for appraisal panels: February 18 – February 22 2008
- Internal appraisal panel: February 26 2008
- External appraisal panel: February 29 2008
- Contracting with providers: March 1 – March 31 2008
- Participant starts: April 1 2008

Annex 1

Region	London
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CFO and Plan Details (Separate annex for each CFO covered by the plan)

London Councils

Financial allocation

Priority 1			
Year	ESF (£)	Public Match (£)	ESF + Match (£)
2007	24206	24206	48412
2008	1438125	1438125	2876250
2009	1891906	1891906	3783812
2010	1894513	1894513	3789026
Total	5248750	5248750	10497500

Annex 2

Region	London
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CFO and Plan Details (Separate annex for each CFO covered by the plan)

London Councils

Output and results targets

Priority 1

Target	Quantification
Outputs	
Total number of participants	4188
1.2 Number and % of participants who are unemployed (a) Number (b) Percentage	n/a
1.3 Number and % of participants who are inactive (a) Number (b) Percentage	4188 100%
1.4 Number and % of participants age 14 to 19 who are NEET or at risk of becoming NEET (a) Number (b) Percentage	n/a
1.5 % of participants with disabilities or health conditions	22%
1.6 % of participants who are lone parents	12%
1.7 % of participants aged 50 or over	18%
1.8 % of participants from ethnic minorities	60%
1.9 % of female participants	51%
Results	
1.10 Number and % of participants in work on leaving (a) Number (b) Percentage	544 13%
1.11 Number and % of participants in work six months after leaving	712 17%
1.12 Number and % of economically inactive participants engaged in jobsearch activity or further learning (a) Number (b) Percentage	2178 52%
1.13 Number and % of 14 to 19 year old NEETS or at risk in education, employment or training on leaving (a) Number (b) Percentage	n/a