



Helping the South East Monitor Trends, Address Challenges, Maximise Opportunities and Inform National Policy

Commission: To map and support adult ESOL provision in South East England to increase the region's effectiveness in providing increased access to language support for resettled Syrian refugees.

We will consider responses from:

- **Appropriately experienced independent organisations/consultancies/institutions**
- **Freelance specialists**
- **Appropriate experienced organisations/consultancies/institutions on a sub-contracted basis**
- **Secondment proposals for an appropriate individual to be based within this Strategic Migration Partnership**

Invitation brief for SESPM commissioned project

1. Introduction

- 1.1 Additional funding for English language provision for adult refugees arriving in the UK under the Syrian Vulnerable Persons Relocation Scheme and the Vulnerable Children's Relocation Scheme was announced in September 2016.
- 1.2 The need to improve the refugees' English language skills is seen as an essential element of integration. The Government is making additional funding available to participating local authorities for English language training for resettled people.. This funding is targeted at improving the English language skills of resettled adult refugees arriving under these schemes.
- 1.3 The South East Strategic Partnership for Migration (SESPM) is undertaking a coordination function which will lead on mapping provision, supporting local authorities in commissioning services, developing best practice and co-ordinating volunteers. SESPM is therefore seeking to commission this function and are willing to consider a range of options that might include:
 - Specialist experienced consultancies or freelance individual
 - Sub contracting arrangement with a specialist organisation working in the field

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- A secondment opportunity to SESPM from a specialist and experienced organisation
- 1.4 This role will be the lead point of contact within the region for the ESOL project, with additional support as necessary from the existing SESPM team. The reporting line will be directly to the SESPM Manager ensuring the ESOL work aligns and co-ordinates with existing work streams
 - 1.5 It will map the existing provision of adult ESOL in the South East region of England so that the SESPM can provide effective ongoing support to local authorities participating in the qualifying refugee resettlement schemes in making best use of ring fenced funding for additional language training.
 - 1.6 This Role is to support local authorities to identify how the additional funding can improve current arrangements and the work should include:
 - A summary of the data will overlay existing provision against current and anticipated need, projected against regional arrivals
 - Identification of the key challenges to ESOL access – for example gaps in provision
 - Providing recommendations for local authorities on how the additional funding can be used to address these challenges
 - Recommendations for targeting specific interventions such as those with learning disabilities, travel and child care issues
 - A summary report will be prepared and disseminated to local authorities to inform ESOL planning
 - Provide a resource and support for local authorities to draw on in their planning at a regional and local level to assist them to provide accessible ESOL at range of attainment levels and in a format for vulnerable learners
 - Work closely with local authorities to inform and support planning to deliver ESOL access for resettled refugees on the programme
 - Act as point of contact and collate contributions at regional level and assist in increasing the volume, reach and value for money of high quality provision
 - Identify, monitor and report progress including best practice and lessons learned
 - Promote a collaborative approach between the providers and local authorities

This will include both the level and local access requirements plotted against demand, including a profile of users.

This will provide critical information that we will use in working with our local authorities to inform their decision making in best use of the additional funds being made available.

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2. South East Region Context

- 2.1 The South East is a large, diverse and complex region from Kent in the east to Southampton in west, to Milton Keynes in the north. There are 74 local authorities to engage with (by some way the most of any former region) 7 counties, 12 unitaries and 55 districts. There is predominantly a two tier local authority structure and 8 Local Enterprise Partnerships with a footprint in the South East.
- 2.2 Physically it is the second largest of the former regions (SW is largest), at nearly 7,400 sq miles (19,100 sq km).
- 2.3 It has the largest population of all former regions with 9m people; and projected to grow by over 1.3m people over next 20 years.
- 2.4 The South East has the highest levels of international migration in the UK outside of London and has been participating in the SVPRS since the scheme was expanded in September 2015. By 2020 the region is set to have resettled over 3000 people on the SVPRS.
- 2.5 The area is a global gateway by sea, air and rail and is a key interchange for migrants en route to London and other parts of the UK
- 2.6 The composition of international migration varies across the region and includes a significant number of unaccompanied asylum seeking children, three asylum dispersal areas, a significant population of EU and non EU migrant workers and international students as well as communities such as resettled Gurkha veterans.

3. Objectives

- 3.1 This coordination function should enable us to better understand and assist authorities to plan for:
 - a) Movement from informal ESOL provision to pre-entry level ESOL
 - b) How practical and situational ESOL can improve refugees' ability to transition into employment
 - c) Facilitate a best practice event and promote better partnership working across participants in the refugee resettlement schemes (local authority and community sponsorship) and the Further Education, Adult Learning and Voluntary and Community Sector.
- 3.2 Key deliverables are to:
 - a) **Map, or renew existing mapping work, of formal and informal adult ESOL provision** in the region (including, but not limited to, classes, initial ESOL assessments, charitable and voluntary provision);
 - b) **Map the need for ESOL provision for resettled adults in the region** taking account of when arrivals are planned (together on charter flights or individually on scheduled flights), geographical distribution, likely existing level of English in the cohorts, likely employability and skills in the cohort and associated predicted need for specialist English language training for

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employment. As each new cohort arrives, this should be refreshed to capture lessons learned;

- c) **Support local authorities in their plans to deliver ESOL access for adult resettled refugees on qualifying programmes, developing regional plans were needed**, ensuring provision is available locally at a range of attainment levels, is accessible, and in a format suitable for vulnerable learners;
- d) **Draw together the contributions of those supporting English language learning for resettled people to ensure funding is used to maximise access at a regional level**. This includes the third sector, voluntary and private organisations and could also involve working with neighbouring authorities to assess and plan jointly;
- e) **Support authorities to increase the volume and quality of informal ESOL provision**, promoting and delivering training on informal ESOL activities to both existing and new community groups;
- f) **Monitor and report back to the Programme** on access to both formal and informal ESOL within the region;
- g) **Capture key learning and identify and share good practice** of both formal and informal ESOL provision within the region and with other regions/ the Programme.

4. Outputs

4.1 Current arrangements will be captured within the mapping exercise and, specifically, the role will be required to baseline provision through

- i. Further Education
- ii. Adult Learning
- iii. Third sector
- iv. Private providers
- v. Any other provision in the South East region

4.2 A detailed written report is required covering the objectives as set out above to include:

- a) Evidence of current arrangements and recommendations for implementing regional coordination of ESOL within the available funding.
- b) Evidence of how the additional resources could make improvements to the current arrangements
- c) Thorough assessment of items a) and b) should include a tabulated review of current resources/ availability of ESOL training, a gap analysis and recommendations on how the data could be regularly updated.
- d) Proposals for how to best use additional language funding, including details of how this can be facilitated and whether extra provision could also potentially support ESOL needs for other groups such as UASC/ wider asylum seekers

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- e) Identification of current good practice – including up to 4 mini case studies – and proposals for a training event to share good practice across the South East
 - f) Additional supporting material and data as annexes, where this is necessary to support the key recommendations.
 - g) The report should present key messages simply, effectively and concisely. The use of charts, diagrams, tables or 'SWOT' type analysis is encouraged.
- 4.3 Develop a strategy for cross sector engagement, particularly for local authorities to engage community groups and charities at a local and regional level. This should support effective input to the report and provide the basis for dissemination of findings and good practice.
 - 4.4 Deliver up to three presentations to SESPM and SEEC members and other partners, to discuss interim findings and to present the final report.
 - 4.5 Recommend options for sharing best practice in addition to the training event in e) above
 - 4.6 SESPM believes much of the necessary information to underpin this report is already available. We would therefore expect some analysis and recommendations to primarily draw on existing information, supplemented by fresh research only where this is necessary.
 - 4.7 Although centred on local authority engagement with the voluntary and community sector, throughout this exercise it is crucial to both build a complete picture of existing provision and to inform an effective strategy for the continued collaborative working throughout the programme.
 - 4.8 The role should align with our existing mechanisms for engaging the sector drawing on our long established regional and sub regional networks to both engage them directly and to seek their recommendations for engagement with other relevant parties in the sector.

5. Required Skills and Experience

5.1 Experience

- At least 2 years' recent experience of work within a local authority, partner regional agency or equivalent organisation
- Experience of undertaking analysis and positively responding to challenges around refugee integration and resettlement, especially in relation to English Language provision
- Substantial knowledge and experience of ESOL in an adult education context, preferably with migrants, asylum seekers and refugees
- A successful track record of partnership and multi-agency working
- Experience of creating and maintaining and supporting regional and sub regional networks
- Proven track record in gathering, mapping and analysing complex data from a broad range of partners

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- Provision of reports and recommendations to support organisations to make informed strategic decisions in allocating resources

5.2 Skills

- Ability to assimilate and analyse data and produce concise reports and key recommendations
- A flexible approach to work across this large region – requiring travel and some unsocial hours
- Excellent interpersonal and diplomacy skills ; working across a range of stakeholders with potentially competing perspectives
- A high standard of oral and written skills including persuasion, negotiation and advocacy
- The ability to manage conflicting priorities and to meet demanding deadlines
- In depth knowledge of key migration issues including policy and practice implications at the central and local level
- IT literate

6. Target audiences for the report

- 6.1 The primary targets for this report are South East local authorities.
- 6.2 The SEEC area includes 74 local authorities, from Milton Keynes to Hampshire, New Forest to Thanet. SEEC's membership is drawn from District, County and Unitary authorities and the report needs to be written with this in mind. See www.secouncils.gov.uk for further information about SESPM.

7. Timeframe

- Responses to this tender to be received by midday 23rd January 2017
- Appointment of successful bidder by 13th February 2017
- Subject to the tender process we envisage interim findings to be submitted by 20th March 2017 and some ongoing support

8. Scoping key issues to cover

- 8.1 Whilst SESPM has identified key issues to address in section 4, we are also looking for consultants to provide expert independent views on any other critical issues to address. SESPM is happy to discuss these and other suggestions from tendering consultants to help shape the final project focus.

9. Responding

- 9.1 Responses should **submit tenders via email by midday Monday 23rd January 2017 to Roy Millard (roymillard@secouncils.gov.uk)**. Your response should:
- Demonstrate how you/your organisation meets the skills and experience requirements, including roles/time allocation of individual team members, and brief background on those involved in the project and examples of previous related work and references

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- Set out your approach and vision in undertaking this work
- Include a high-level costed work programme with cost breakdowns for all key elements of the project identifying VAT as appropriate
- Identify the contractual arrangement of your response e.g. sub-contract, secondment, freelance, consultancy or other arrangement
- You must include how you will provide a period of ongoing support through 2017/18 financial year

9.2 To informally discuss any aspects of the brief please contact roymillard@secouncils.gov.uk 01304 872186

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