



METROMAYOR
LIVERPOOL CITY REGION



Provider Improvement Fund: Tender Opportunity

UTN No 8

**Quality Assurance Bootcamps: Building Better Provider
Understanding of EIF & Raising Standards in the Delivery of
Learning across the LCR**

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Introduction

The Provider Improvement Fund

Working in conjunction with the Liverpool City Region Mayoral Combined Authority and funded by the European Social Fund (ESF) and Strategic Investment Fund (SIF) through the Liverpool City Region Skills and Apprenticeship Hub project, GMLPF is managing the Provider Improvement Fund.

The Provider Improvement Fund has been designed to provide a comprehensive programme of training and development support to locally based learning providers operating in the post-16 learning sector. It has been designed to bring about a number of key improvements including:

- Improving the quality and delivery of learning programmes locally
- Supporting the growth and development of learning providers and their learning programmes
- Supporting the post-16 sector to adapt to change and become more responsive through training and development that builds their capacity and capability
- Increasing the proportion of LCR learning providers with an Ofsted Grade 2 or above

The Provider Improvement Fund will operate from June 2021 to September 2022 and will support improvements in the quality of delivery of learning programmes across the Liverpool City Region.

Tender Opportunity – Background Information

As part of the Provider Improvement Fund, Greater Merseyside Learning Providers' Federation wishes to procure the following training and CPD for LCR learning providers

Form of Opportunity - Quality Assurance Bootcamps: Building Better Provider Understanding of EIF & Raising Standards in the Delivery of Learning across the LCR

GMLPF wishes to procure 2 challenging and stimulating “bootcamp” style programmes for 2 individual providers based and operating in the Liverpool City Region. At this point the 2 providers deliver Apprenticeship, AEB and Study Programme based provision.

Our intention is that the “bootcamp” style programmes are designed to:

- Be inclusive and involve a wider cross section of personnel than might usually have been the case in the past ie beyond the SLT and Nominee and,
- Build a better understanding of the EIF across the whole organisation ie involve more trainers, curriculum leads, members of Governance Boards etc who might previously have been less involved in an inspection or quality assurance work
- Be fun and practical – including the use of break out groups, role play, group tasks and work



- Be challenging and help highlight areas where quality improvement is required
- Provide an in-depth insight into the Education Inspection Framework (highlighting the fundamental changes from the last framework with a specific focus on the deep dive and reflect any updates published by Ofsted in 2021)
- Assist participants from across participating organisations challenge perceptions and support greater self-reflection, understand the shift in focus and approach to inspection and drive forward and improve internal quality assurance arrangements.
- Support inter-provider networking and sharing of good practice

The bootcamps will ensure that the training on offer adds value to staff and organisational understanding of the EIF and generates long term impact and change as well as driving quality improvements.

GMLPF is looking to commission suitable organisations with relevant experience to deliver a “bootcamp” programme that takes into account different providers who are at different stages in their quality assurance development cycle:

Focus – GMLPF wishes to commission a number of quality bootcamps that are tailored to the needs of small groups of providers, depending on where they are in their development cycle. Over the period June 2021 to November 2022, GMLPF intends to commission a number of bootcamp programmes that are segmented in nature and which supports:

1. Organisations who are on RoATP (currently and who may join RoATP once the new register opens) and who are awaiting a New Provider Monitoring Visit, whose awareness of the requirements of the EIF may be more limited than existing providers who have undergone inspection and who may want reassurance that they are on the right quality assurance pathway.
2. Organisations who have had a monitoring visit which resulted in an insignificant progress grade and who are now awaiting a follow up monitoring visit and who require additional support to make quality improvements.
3. Organisations who have previously received a monitoring visit and who are now expecting their first full inspection. In many cases, these providers will have been inspected under the last inspection framework and staff may not be familiar with the demands and differences of the new EIF.
4. Organisations who have a Grade 3 or 4 and who are awaiting further interventions
5. Organisations who have received a Grade 2 in the previous inspection framework and who are now anticipating / awaiting a short inspection

Engages – A cross section of participants including: Senior Leaders and Managers, nominees and / or deputy nominees, curriculum leads and senior trainers and members of the Board.



GMLPF anticipates that the bootcamp programmes will stretch, challenge and further extend the knowledge and skills of key individuals involved in a provider inspection through a range of training activities and scenarios.

It is envisaged that each bootcamp will up to 10 individuals (to ensure high levels of Covid security and safety for participants). We believe that the bootcamp model working with this number of individuals will allow for more intensive support and interaction.

Given the current climate in relation to Covid and the easing of restrictions we anticipate that the bootcamp delivery model will be delivered on a face to face but in small groups to ensure Covid security and the health and safety of participants. It I the case that this may change and, depending on Covid and the introduction of new measures, the supplier of Bootcamp training may need, quickly to move to an online delivery model that allows the delivery of training to groups with break out rooms to enable small group work.



Opportunity to Tender – Specific Requirements

GMLPF is looking to invite suitably experienced and qualified organisations to tender for the specific opportunity described below:

Form of Bootcamp Programme –Quality Assurance Bootcamps: Building Better Provider Understanding of EIF & Raising Standards in the Delivery of Learning across the LCR

Requirements

GMLPF is looking for an organisation to deliver a quality assurance bootcamp programme that meets the following specification

- Volume: The delivery of a block of 2 Quality Assurance Bootcamps starting autumn 2021 (at this point the learning providers in question who want to participate in a Bootcamp programme have identified dates in early November for delivery – 5th and 12th November for one provider and flexible dates in early November for the other provider)
- Focus: The delivery of Bootcamp programmes that target LCR based learning providers with up to 10 members of staff per group.
- User defined: Whilst the specification below highlights a framework and range of training and development needs (around which the successful deliverer can deliver a programme of training) it is anticipated that each Bootcamp will be subtly different and driven by the needs of participating providers. It is anticipated that as part of the delivery process, upon being awarded the contract, the delivery body will meet providers, discuss their needs and shape and adapt the Bootcamp curriculum model accordingly. GMLPF is also looking for potential contractors to be innovative in their design and delivery of the programme
- Delivery: it is anticipated that each Bootcamp will involve approximately 2 full days of initial support – this could be in a block of 2 days or spread over two weeks
- The choice of delivery model will be influenced by the needs and preferences of participating providers and will take into account. Potential delivery bodies should be aware that participating providers would prefer face to face delivery.
- Content – detail on a potential Bootcamp model and what themes it might focus on are included overleaf
- Emphasis – upon the training being interactive, fun, reflective and inspiring change and improvements. The programme should allow participants to reflect on where their organisations are, what improvements are required and how and what change will be effected



Takeaway:

It is anticipated that a participant pack furnished with resources and tools to be able to apply the practical learning into delegates own organisation will be offered.

Possible Bootcamp Content

GMLPF is looking to invite suitably experienced organisations to deliver a programme of support to LCR based learning providers that could involve the following elements:

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Pre course: GMLPF anticipates that there will be pre-course activity prior to the Bootcamp:

- A meeting participating providers to understand their situation and needs in order to shape the content of the Bootcamp programme
- A baseline survey to help gauge levels of understanding pre-Bootcamp which can be used to evaluate knowledge acquired and the value of the programme

Bootcamp Content: Course content over a two day period could include

Theory and background – the importance of robust quality assurance in a learning environment

The EIF – Improving understanding of the inspection model; how it differs fundamentally from the previous framework and a walk through of the different types and stages of inspection ie Monitoring Visit and Full Inspection

The changing role of the nominee and a move to a whole team approach; the changing nature of Inspection, the greater involvement of delivery staff in the inspection process and showcasing the fact that quality is a whole organisation / team issue.

The deep dive – familiarising staff with the process, what it involves and different lines of inquiry and what staff and leaders should expect and how they will all be involved

Evidencing the quality of your learning programmes – are you sufficiently evidencing and triangulating the quality of your learning programmes?

Self Assessment Report & QIP – what is their role now in inspection and how useful are they?

Governance – what is good and effective governance? What is meant by challenge and scrutiny?

Localisation & Customisation of Curriculum offer– what is meant by that? How do you customise and evidence your curriculum relates to local priorities, employer and learner needs

Curriculum and programme design – focusing on logical sequencing of curriculum, knowledge and skills building. Is your offer appropriate and how do you evidence that?

Assessment and measuring progress – the importance of robust assessment and ongoing reviews. How do you know the learning is working and that all learners are making good progress?

Observations of T&L against the new framework and how staff will be involved

Inclusion – how do you engage and support all learners?

Safeguarding & Welfare – the key role these two areas now play in the inspection framework and an overview of the new areas that Ofsted will increasingly focus on ie sexual harrasment

The importance of IAG and supporting progression – how well are you doing this?

Covid and its impact – are you able to evidence the changes you made during the pandemic and indicate how those changes supported learners and the quality of provision?

Ultimately, the Bootcamp should help participants / teams reflect on where their organisation stands against the new EIF. To ensure that the Bootcamp model is interactive and engaging we would anticipate that the programme involves group activity, interaction within / between participating providers and even involve role play with the team of trainers delivering the programme.

Post course: The Bootcamp should result in driving change.

It is anticipated that each provider would produce an action plan utilising lessons learned to drive change. Follow up webinars, if required, may help in supporting the organisation to follow this up or explore issues identified during the main Bootcamp in more detail



Costing

It is anticipated that the maximum budget for the delivery of each Bootcamp lasting 2 days will be a maximum of £3,600 or £3,000 plus £600 VAT. This budget is based on the Bootcamps being delivered by 2 trainers (to facilitate group work) and to cover the costs of collating the necessary project paperwork required by the LCR Combined Authority (Learner Enrolment Form, Learning Plan, Evaluation Form etc copies of which are included with this tender) to facilitate payment.

This budget will also include any travel or subsistence costs incurred by the supplier however room hire and catering or refreshment costs will be met separately by GMLPF.

Organisations should note that payment will only be made upon once programme paperwork and evidence has been shared and signed off with GMLPF and a claim submitted.

Organisations should submit costed tenders on the basis that the 2 day Bootcamp training will be delivered on a face to face basis. Given that pandemic restrictions may be re-introduced providers are also asked to provide an alternative cost for remote or virtual delivery assuming that the costs of delivery will be reduced

Organisations looking to tender should be aware that the programme is supported by ESF and SIF and will be required to capture and provide participant information ie timesheets, evaluation forms as part of the delivery of the programme.

Sub-Contracting

This project is ESF and SIF funded so suppliers are required to note that no further sub-contracting is permitted.

Suppliers are able to use Associates in the delivery of this project provided an associate contract or agreement is in place between the supplier and their associate(s). Suppliers are asked to reference this in their tender submission ie staff who will be used to deliver the training and will be asked to provide copies of associate contracts.

Submission of Tender

Suitable organisations are asked to tender for this opportunity. GMLPF would ask you to fully read this guidance document, the accompanying document on selection of tenders (assessment criteria) and use the tender response form to submit their proposal.

Suppliers should return their completed tender response:



To: lan@gmlpf.net

By: Tuesday 19th October 5pm

With: **UTN 8: Quality Assurance Bootcamps: Building Better Provider Understanding of EIF & Raising Standards in the Delivery of Learning across the LCR** in the subject box of the e-mail

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