

Adult Skills Fund Competitive Tendering Process

25 November 2024



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Agenda

Note: Session to be recorded and session slides /recording will be distributed

- **Introduction / background** – Vicky Wright, YNYCA
- **Timescale Projection**– Debbie Walton, YNYCA
- **Adult Skills and Learning Dynamic Purchasing System**– Chloe Wilcox, Head of Procurement
- **Q&A Session**

Introduction

Vicky Wright

*ASF
Implementation Manager*

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Adult Skills Fund Strategic Skills Plan

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<https://yorknorthyorks-ca.gov.uk/wp-content/uploads/2024/10/ASF-Strategic-Skills-Plan-September-2024.pdf>

Adult Skills Fund Strategic Priorities

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Widen Access & Participation: ASF as a gateway to learning and progression



Embed Basic & Transferable Skills: ASF providing foundations to higher skills and employment



Unlock Progression Pathways and Underutilised Talent: ASF providing routes to higher skills and better paid jobs



Develop Flexible Provision: to meet the needs of learners and businesses



Build Capacity and Capability: to enable an integrated, flexible and responsive provider base



Enable Effective Collaboration: partnership working between providers

Adult Skills Fund Commissioning Plan

<p>Method 1</p> <p>Grant Allocations - York and North Yorkshire based providers</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who hold an existing Grant Agreement with the ESFA and meet all the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire’s strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND</p> <ul style="list-style-type: none"> ▪ Have a head office in York or North Yorkshire
<p>Method 2</p> <p>Grant Allocations - Providers based outside of York and North Yorkshire</p>	<p>In the first year of implementation the Combined Authority will continue to allocate Grant to providers who are based outside of the York and North Yorkshire region who hold an existing Grant Agreement with ESFA and meet the following criteria:</p> <ul style="list-style-type: none"> ▪ Can demonstrate they have an established place-based approach that supports York and North Yorkshire’s strategic priorities ▪ Deliver significant volumes of activity within York and North Yorkshire <p>AND EITHER</p> <ul style="list-style-type: none"> ▪ Are part of a group who have a member that has a fixed delivery site within York and North Yorkshire ▪ Have a fixed delivery site that shares a border with York and North Yorkshire ▪ Have a fixed delivery site that belongs to a Combined Authority that shares a border with the York and North Yorkshire Combined Authority <p>Grant providers who hold an existing Grant Agreement with ESFA but are not based in York or North Yorkshire, and do not satisfy the above listed criteria, will not receive continued Grant funding for their provision to York and North Yorkshire residents.</p> <p>An exception will be made for Specialist Designated Institutions who hold an existing Grant Agreement with ESFA and deliver significant volumes of activity within York and North Yorkshire, whereby the Combined Authority will continue to allocate Grant</p>
<p>Method 3</p> <p>Contract for Services</p>	<p>The remaining Adult Skills Fund will be allocated via competitive tendering processes.</p> <p>There will be a round of procurement that will take place throughout Autumn, which will target the priorities identified in this Strategic Skills Plan.</p> <p>There will be a Test & Learn Pot which will be reserved for the commissioning of specific initiatives.</p>

Anticipated Procurement Timescales

Debbie Walton

*Commissioning and Contracting
Officer*

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Projected Procurement Timescales

Method 3 – ASF Commissioning Plan.

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all timescales are:

1/ subject to change

2/ subject to the transfer of powers for ASF by Government

November 2024 – January 2025	Suppliers Appointed to DPS
February / March 2025	Tender Exercise
March / April 2025	Scoring
April / May 2025	Notification of Award
May / June 2025	Issuing Contracts
June 2025 – July 2025	Inception / Mobilisation
August 2025	Contract Start Date

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Please Register Now

**Crown Commercial
Service
Dynamic Purchasing
System
Adult Skills and Learning**

Adult Skills and Learning
Dynamic Purchasing System
(DPS)

Chloe Wilcox
Head of Procurement

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What is a DPS?

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A DPS (Dynamic Purchasing System) is a type of commercial agreement available through Crown Commercial Services (CCS). DPS's typically offer a range of services and products that allow contracting authorities to 'call off' on.

A DPS has the mechanism and flexibility to onboard suppliers any time during the agreement's life. Meaning, you can join whenever!

There will be checks and balances to go through and complete, if successful, your organisation will then be able to participate in opportunities advertised by York and North Yorkshire Combined Authority.

Management Levy

- Registration to the DPS is free
- There is a 1% fee for which businesses will be accountable for. This fee covers the management of the DP

DPS Key Information

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DPS ID	RM6348
DPS Name	Adult Skills and Learning
DPS duration	4 years and 2 months
Start date of DPS	16 August 2024
End date of DPS	27 October 2028
Scope of DPS	Publicly funded skills training for adults (aged 19+) and young adults (aged 16 to 18) in the general public
Buying options	Further competition only (no direct awards are available)
Who can buy using the DPS?	All UK public sector bodies, including combined authorities, devolved administrations, local authorities, educational institutions, and central government departments and their agencies

How do you join the DPS?

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Where do you begin? CCS have helpfully created help guides and videos to show businesses how to register and apply to become a supplier on the DPS.

- Step 1 – Register as a supplier on the Supplier Registration System
- Step 2 – Download and read the bid pack which will show you the stages, and what you need to provide
- Stage 3 – Complete the Selection Questionnaire (SQ) document
- Stage 4 – Continue through the steps on screen and complete the Dynamic Purchasing System Questionnaire (DPSQ)
- Stage 5 – CCS will review your responses to the questionnaires, and ensure you pass all selection criteria detailed within the documents
- Stage 6 – If passed stage 5, stage 6 will require agreement to the DPS agreement, when agreed, you will then be a supplier on the DPS
- Stage 7 – You will need to sign up to the e-sourcing portal to bid for contracts and opportunities
- Stage 8 – If you have been appointed, you will be asked to provide your insurance and cyber essential certificates
- Stage 9 – Subject to stage 8, you will then be awarded a Crown Commercial Services contract. **Your organisation will only be awarded a YNYCA contract if you have been successful in a tender evaluation**

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What are the
minimum
requirements for
you to join?

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CCS have designed their DPS to ensure the appropriate bodies and businesses are appointed. To achieve this, they have set the below minimum requirements which your business must be able to meet.

Minimum requirements summary

- Cyber Essentials basic certification
- Minimum insurance requirements:
 - Employer's liability insurance of £5,000,000
 - Public liability insurance of £5,000,000
 - Professional indemnity insurance of £1,000,000
- Compliance with the Supplier Code of Conduct and Modern Slavery Act
- Pass a Financial Viability and Risk Assessment (FVRA)
- Provide a valid UK Provider Reference Number (UKPRN) from the UK Register of Learning Providers
- Agree to help contracted buyers to achieve their social value objectives

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What happens
when you join
and what do you
need to know?

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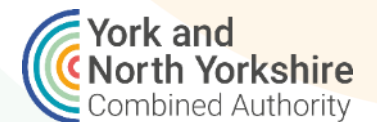
Once you have joined the DPS via CCS, you will then have access to many help guides along with contact information if your matter cannot be resolved in the help guides.

When York and North Yorkshire Combined Authority advertises an opportunity, you will receive an alert of this which will then allow you to view the tender and if interested, submit a bid.

For any consortium bids, you can work and collaborate with other suppliers/legal entities to form a consortium. If this route is taken, a lead member will need to be named and nominated and that is who must submit the tender bid. Each member who forms the consortium must be named in the tender documents (Your request to participate document).

Any clarifications you wish to raise must be raised through the CCS system, during the tender period. York and North Yorkshire Combined Authority will not be able to respond to clarifications outside of the system and past the deadline. All suppliers on the DPS must be given the same information, and the same opportunity.

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Timescales

(All timescales are subject to change. Communication will be issued if major milestones change).

York and North Yorkshire Combined Authority are working towards the following timescales. However, these are subject to change and if any milestones are moved, communication will be issued to all in attendance today.

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Next steps

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York and North Yorkshire Combined Authority are continuing to work at pace with the procurement and it is envisaged a procurement will be ready for publication **February 2025**.

However, any changes will be communicated to all interested suppliers so you are aware of when the opportunity will be available.

Next steps for businesses is to start their registration process on the DPS via Crown Commercial Services. It is vital your organisation is registered on the DPS to bid for opportunities. If you are not registered, you will miss opportunities.

Please use the below link to start your signing up process:

- - 'register for an account' at the following link

<https://supplierregistration.cabinetoffice.gov.uk/organisation/register>

If you are already registered to SRS please 'sign in' to your account via the attached link

<https://supplierregistration.cabinetoffice.gov.uk/login>.

Helpful links

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Please use the below link to start your signing up process:

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<https://supplierregistration.cabinetoffice.gov.uk/organisation/register>

If you are already registered to SRS please 'sign in' to your account via the attached link <https://supplierregistration.cabinetoffice.gov.uk/login>.

The following will take you direct to the DPS information:

- <https://supplierregistration.cabinetoffice.gov.uk/dps#learning>

The following will take you to clarifications already raised, and the workspace where you can raise clarifications. Unless commercially sensitive, this will be a public Q&A:

- <https://supplierregistration.cabinetoffice.gov.uk/dashboard/clarifications?cid=%40JNT08%3DUFVWVVR6Sk5lazA9Nj>

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Questions & Answers

All questions and answers will be
circulated following the presentation



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Thank you

