



Department for Levelling Up,
Housing & Communities

Central British Fund for World Jewish Relief
Oscar Joseph House
54 Crewys Road
London
NW2 2AD

Friday 12th April 2024

CPD4124282

Dear Contractor,

Provision of English Speakers of Other Languages and Employment Support

Please find attached an amendment to the above-mentioned contract. Please confirm acceptance of this amendment as soon as possible by signing and returning this document to the undersigned.

I look forward to hearing from you.

Yours faithfully

Sammie Yates
Senior Procurement Advisor



Department for Levelling Up, Housing & Communities

AMENDMENT TO CONTRACT

The details contained in this document form a binding amendment to the Contract referenced below between the Contractor and the Secretary of State for Levelling Up, Housing & Communities ("DLUHC").

Contract title	:	English Speakers of Other Languages and Employment Support
Contract reference	:	CPD4124828
Contractor	:	Central British Fund for World Jewish Relief
Amendment no.	:	1
Effective date of amendment	:	17 th April 2024
Details of amendment	:	<p>This contract amendment is for the following:</p> <ul style="list-style-type: none">• Addition of one KPI• Revision of three existing KPIs• Extension to the delivery period deadline for the final cohort from - 11th August 2024 to 31st August 2024• An update to the payment profile in the specification

Insert Clause B, to point 3 in Section 6 of the Specification

Clause B – Progress against course completion will be payable in line with the stages of completion payment profile in the table below:	
Stages of Completion	Payment per student
Student achieves 100 point increase regardless of attendance levels	£510.55
Student achieves 70-99 point increase and has attended at least 50% of English classes	£459.49 (10% price reduction)
Student achieves 40-69 point increase and has attended at least 50% of English classes	£408.44 (20% price reduction)
Student achieves 0-39 point increase (or has not taken their final test) and has attended at least 50% of English classes	£255.27 (50% price reduction)
Student achieves 40-99 point increase and has attended 49% or less of their classes	£255.27 (50% price reduction)
Student achieves 0-39 point increase or has not taken their test and has attended 49% or less of their classes	£0



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The below KPIs have the following amendments:

Section 5, 'KPIs linked to payment' of Schedule 2, Specification:	
DELETE	INSERT
If the supplier achieves at least 7 of these 10 KPIs they will receive the full 100% of the budget allocated to successful outcomes of the programme (which is 10% of the total programme budget).	If the supplier achieves at least 7 of these 11 KPIs they will receive the full 100% of the budget allocated to successful outcomes of the programme (which is 10% of the total programme budget).
DELETE - Original KPI	INSERT - Revised KPI
3. 85% of all students that have completed the course to report that employment support sessions were helpful, at the point of their completion of the course (to be determined by exit survey).	3. 85% of all students that have completed the exit survey, report that the employment support was helpful.
5. All students (excluding dropouts) to receive tailored employment support.	5. All students (excluding dropouts) to receive tailored employment support through engagement with an employment adviser.
8. At least 35% learners (excluding dropouts) to complete the English Learning part of the programme by month six of the contract.	8. At least 35% learners (excluding dropouts) to finish the English Learning part of the programme by the end of month six of the contract (11 March 2024).
NEW KPI 11	
11. Organise at least 20 webinars/events that provide STEP Ukraine participants with insights into the skills and competencies they need to access career opportunities for specific roles/sectors. All events should be hosted by 31 August 2024.	

The delivery period for the 12 month follow up survey will be amended as follows:

Section 5, milestone 10 of Schedule 2, Specification	
DELETE – Milestone 10 - Original Timeframe	INSERT – Milestone 10 - Revised Timeframe
Within 12 months of learner starting course	To be completed by 31 st August 2024



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Contract Term

There will be no amendment to the contract term.

Contract value prior to : £9,291,961.10
this amendment

Maximum value of this : £0 (excluding VAT)
amendment

Revised value : £9,291,961 (excluding VAT)
for the Contract

Terms and conditions : All other terms and conditions remain the same for this
Contract.

FOR AND ON BEHALF OF THE SECRETARY OF STATE FOR LEVELLING UP, HOUSING & COMMUNITIES	FOR AND ON BEHALF OF THE CONTRACTOR
Name: [REDACTED]	Name: [REDACTED]
Title: [REDACTED]	Title: [REDACTED]
Signed: [REDACTED]	Signed: [REDACTED]
Date: 21.05.2024	Date: 14.05.2024