[2.10.1] Premises

Please provide details of the premises that you will use to deliver this provision, including details of any outreach services.

Your response should:

- Provide full address details, including post code, for all fixed delivery premises
- Where applicable, describe any outreach services that you will provide
- Provide details of local public transport links and their proximity to the premises that you have identified in response to the above points
- Detail the facilities available at each location and how these meet any legal requirements, including compliance with the Equality Act 2010
- Explain why you consider these premises to be suitable for this provision and the specified priority groups
- Clearly describe how your proposal will achieve full coverage across the entire contract area
- If you intend to use existing premises, explain how delivery of this provision will fit with current use
- If you intend to secure new premises, indicate the timescales for doing so ahead of go-live and your contingency arrangements for ensuring timely delivery of this provision
- Detail your contingency plans for dealing with fluctuating participant volumes over the life of the contract, including the minimum and maximum volumes that can be handled at any one time without having an adverse impact on your premises proposal

Insert your response in the pre-set, shaded space on the following pages. Your response MUST be limited to 2 sides of A4.

1. & 3. Fixed premises address and transport links: To guarantee a prompt start, our REDACTED VCS/SME/public sector supply chain of experienced local providers, will deliver from **existing local premises** exceeding the specification requirements.

All premises are DDA compliant, accessible to all, with private interview rooms	
REDACTED	REDACTED*:* REDACTED, REDACTED; town centre, easily accessible by all public transport networks including train, tram and bus and a reasonable distance for participants from REDACTED and REDACTED locations. REDACTED*:* REDACTED, REDACTED; 5 minutes' walk from public transport stops
REDACTED	REDACTED*:* REDACTED, REDACTED; opposite the bus station
REDACTED	REDACTED*:* REDACTED, REDACTED ; a short walk from city centre and bus and rail stations
REDACTED	REDACTED*:* REDACTED, REDACTED; located on bus/rail interchange + REDACTED REDACTED; 5 mins from central bus/rail interchange
REDACTED	REDACTED*:* REDACTED, REDACTED; on a bus route with a regular service, 10 minutes' walk from the bus station, 15 minutes from both railway stations. On-site car parking REDACTED*:* REDACTED, REDACTED, bus station 2 mins, rail 5 mins
REDACTED	REDACTED*:* REDACTED; in the centre of one of the most deprived communities in the area, close to railway station, 5 minutes' walk to regular bus routes, easily accessible from all parts of the borough. Car parking facilities.
REDACTED	REDACTED*:* REDACTED, REDACTED; near town centre and bus station, co-located with JCP and WP providers.
REDACTED	REDACTED*:* REDACTED, REDACTED; 5 mins from town centre.
REDACTED	REDACTED*:* REDACTED, REDACTED, town centre, close to bus/train links.
REDACTED	REDACTED*:* REDACTED, REDACTED; 2 mins to bus station, 10 to rail station.
REDACTED	REDACTED*:* REDACTED, REDACTED; bus, rail stations 5 mins.

2. Outreach service provision: All our subcontractors have long standing outreach arrangements with partner organisations across the county, ensuring that services are taken to deprived wards and rural areas. Our existing outreach service delivery (which will continue for ESF), is from: REDACTED, REDACTED, REDACTED; REDACTED, REDACTED; REDACTED; all REDACTED with REDACTED Council's learning centres/access points: REDACTED; all seven community centres in REDACTED: REDACTED . G4S has agreed to review further JCP co-location with REDACTED (JCP District Office) on contract award. Teleconference/ video facilities will maximise inclusion and accessibility and G4S's REDACTED contact centre will provide additional pre- and post-employment support.

4. Available facilities and compliance with the Equality Act 2010

As part of our due diligence processes, REDACTED, Partnership Manager has confirmed that subcontractor premises are fit for purpose, offering safe and accessible meeting spaces with a welcoming feel. All delivery sites:

- Are DDA compliant with wheelchair access, usually step-free
- Have at least one private meeting room (e.g. for sensitive conversations)

- Have a break-out area providing free tea and coffee and somewhere to relax
- Offer translation services e.g. through REDACTED (200+ languages)
- Provide a crèche, play area or paid-for childcare within easy travelling distance.

Our due diligence will confirm that premises comply with the Equality Act 2010, and that subcontractors have Health and Safety policies, regularly tested fire evacuation processes, etc. All premises are also well equipped with a range of resources to aid jobsearch e.g. IT suites, printers and postage services.

5. Why premises are suitable for the priority groups specified: These premises are welcoming, well used community hubs that are multi-functional, providing a level of anonymity for resistant engagers and less stigma for those with e.g. mental health issues. They are well known and easy to find and close to public transport points. Their suitability is evidenced through their current service provision e.g. the five community centres in REDACTED are situated in the more deprived wards and are currently utilised for over 50s community groups, food provision services and ad hoc training courses directly aimed at preventing social isolation. Delivery in REDACTED large housing estates where there are high levels of child deprivation will enable us to reach out to lone and disadvantaged parents, whilst delivery from REDACTED Council's new premises on REDACTED means we can more readily engage with those with disabilities, health conditions and alcohol and drug dependencies. REDACTED premises are an immediate hook for local 18-21 year olds and, as a hub of the community, attracts all key priority groups, including those from ethnic minorities from REDACTED and surrounding areas such as REDACTED.

6. Achieving full coverage across the contract area: Our subcontractors will provide fixed premises in the REDACTED designated towns/cities, which they have also identified as areas of potential high volume of referrals, plus another REDACTED towns which have similar concentrations of need. Subcontractors have been chosen for their ability to deliver outreach services, throughout the geographic area particularly in rural areas e.g. REDACTED outreach premises in REDACTED provide two easily accessible sites for participants from across REDACTED and REDACTED, including the surrounding rural areas e.g. REDACTED and REDACTED. Outreach and remote video/ teleconferencing will be available to support those with mobility issues, if agreed in the Action Plan.

7. How delivery of this provision will fit with current use of premises: Our vetting and capacity planning analysis has confirmed a) all premises and outreach are currently used for complementary and appropriate services; b) there will be no conflict of interest through subcontractors' contract delivery and c) there will be more than sufficient space available from REDACTED 2016 for participants and staff.

8. Securing new premises: REDACTED has agreement to deliver from day one from REDACTED as their fixed premises – a central REDACTED location which is used by multiple welfare services, including JCP and the Health & Wellbeing team.

9. Fluctuating participant volumes: our subcontractors have confirmed that the maximum combined capacity of their permanent sites adds up to REDACTED at any one time, in addition to any other contracts delivered. Our REDACTED outreach premises allow for REDACTED extra volume fluctuations without adverse impact. No subcontractor has premises dependent on ESF participant flows so there will be no adverse impact on premises or minimum volumes should flows be low. We can also reallocate participants to alternate venues without impacting on travel time, and will mitigate uneven demand by reallocation to alternate venues of equivalent accessibility. G4S will monitor referral streams to ensure premise use is appropriate.