

Technical Proposal

<p>Question 1.3</p>	<p>Provide a detailed Method Statement which clearly demonstrates how you intend to Manage the Contract requirement in accordance with the terms of the specification detailed at Annex A (SOR) to Schedule 2, as applicable.</p> <p>Specifically, the Method Statement shall contain, but not be limited to, the following information:</p> <ul style="list-style-type: none"> • Management and staffing arrangements (i.e. operational structure, numbers, responsibilities and reporting arrangements and span of control of managerial and supervisory staff). • Details of company premises within the contracted area and available training real estate to deliver LATS. • Mobilisation/Contract Transition Plan as per Appendix F of Annex A (SOR) to Schedule 2 • Details of staff recruitment procedures and selection policy. • Supervisory and communication arrangements. • Set out your approach to appointing On-Site Managers (Lot 6 & 7 where required). • Service delivery arrangements (i.e. arrangements for ensuring staff availability). • Business Continuity plan. • Quality Management Systems used, and accreditation held. • Quality assurance plan (i.e. how the quality standards will be achieved and maintained). • Customer Satisfaction (i.e. how satisfaction levels are measured and maintained). • Details of handling complaints and subsequent rectification of poor work. • Health, Safety, and Environmental Management processes and procedures. • Risk Assessment/Management processes and procedures plan. • Management Information processes and procedures. • Details of security arrangements (policy-compliance management). • Any other information deemed relevant by the Tenderer.
<p>Response</p>	<p>[REDACTED]</p>

<p>Question 1.4</p>	<p>Provide a detailed Method Statement which clearly demonstrates how you intend to provide qualified instructors to deliver the requirement in accordance with the terms of the specification detailed at Annex A (SOR) to Schedule 2, as applicable. The Method Statement must be capable of being monitored, updated and amended as necessary during the period of the Contract.</p> <p>Specifically, the Method Statement shall contain, but not be limited to, the following information:</p> <ul style="list-style-type: none"> • Your approach to deploying and consistently maintaining the Instructors required to deliver the Services, including Resources Plan as per Appendix F of Annex A to Schedule 2. • How you will ensure delivering LAT courses concurrently at multiple locations. How you will manage the allocation of Instructors so that the same Instructor delivers the training for the duration of a Candidate’s LAT in order to provide continuity. • Your process and criteria for assessing all potential Instructors. • Set out your contingency process, in respect of Instructors, for dealing with an unexpected surge in demand. • Instructor Performance Monitoring arrangements (i.e. methodology for monitoring of service delivery and details of quality control mechanisms)
<p>Response</p>	<p>[REDACTED]</p>

<p>Question 1.5</p>	<p>Provide a detailed Method Statement which clearly demonstrates how you intend to provide suitable training vehicles to deliver the requirement in accordance with the terms of the specification detailed at Annex A (SOR) to Schedule 2, as applicable.</p> <p>The Method Statement must be capable of being monitored, updated and amended as necessary during the period of the Contract.</p> <p>Specifically, the Method Statement shall contain, but not be limited to, the following information:</p> <ul style="list-style-type: none"> • How you will establish and maintain a training vehicle and trailer fleet of sufficient size to deliver the requirement in full and on time. • How you will source additional vehicles during peak periods of demand. • Your service and maintenance programme for your training vehicle fleet, including management of maintenance records and demonstrate how it will maximise training vehicle availability. • Your system for recording and monitoring training vehicle documentation. • How documents will be able be made available to the Authority the same day as a request being made. • Set out your contingency process, in respect of training vehicles, for dealing with an unexpected surge in demand for LAT, and demonstrate how this will ensure that you mobilise additional training vehicles to meet the significant increase in the LAT required if such a surge in demand for LAT occurs, as specified in paragraph.
<p>Response</p>	<p>[REDACTED]</p>

Social Value	
Question 2.1 (Covid Recovery)	<p>Using a maximum of 1,000 characters to describe the commitment your organisation will make to ensure that opportunities under the contract contribute to ensuring that local communities manage and recover from the impact of COVID, this may include;</p> <ul style="list-style-type: none"> • Understanding of the level of participation by organisations to drive business creation and growth, especially in the context of COVID-19 where new ways of working are needed to deliver services. • Understanding of the employment, skills, re-training and other return to work issues in the sector, as a consequence of COVID-19. <p>Illustrative examples:</p> <ul style="list-style-type: none"> ○ demographics, skills shortages, new opportunities in high growth sectors, groups under-represented in the workforce (e.g. prison leavers, disabled people), geographic/local community and skills/employment challenges. ○ Development and implementation of recruitment practices and employment conditions, such as the five foundational principles of quality work set out in the Good Work Plan (e.g. fair pay, participation and progression, voice and autonomy), in relation to the contract that will attract good candidates.
Response	[REDACTED]

<p>Question 2.2 (Climate)</p>	<p>Using a maximum 1,000 characters describe the commitment your organisation will make to ensure that opportunities under the contract deliver effective stewardship of the environment, this may include:</p> <ul style="list-style-type: none"> • Delivery of additional environmental benefits through the performance of the contract, including working towards net zero greenhouse gas emissions. <p>Illustrative examples:</p> <ul style="list-style-type: none"> ○ Enhancing the natural environment such as habitat creation, increasing biodiversity such as increased numbers of pollinators. ○ Green space creation in and around buildings in towns and cities, e.g. green walls, utilising roof tops for plants and pollinators. ○ Improving air quality.
<p>Response</p>	<p>[REDACTED]</p>

<p>Question 2.3 (Wellbeing)</p>	<p>Using a maximum of 1,000 characters describe the commitment your organisation will make to ensure that opportunities under the contract deliver an improvement to health and wellbeing for all of those directly attributed to the delivery of this contract. This may include:</p> <ul style="list-style-type: none"> • Understanding of issues relating to health and wellbeing, including physical and mental health, in the contract workforce. • Inclusive and accessible recruitment practices, development practices and retention-focussed activities including those provided in the Guide for line managers on recruiting, managing and developing people with a disability or health condition. • Actions to invest in the physical and mental health and wellbeing of the contract workforce. <p>Illustrative examples:</p> <ul style="list-style-type: none"> ○ implementing the 6 standards in the Mental Health at Work commitment and, where appropriate, the mental health enhanced standards for companies with more than 500 employees in Thriving at Work with respect to the contract workforce, not just ‘following the recommendations’, ○ public reporting by the tenderer and its supply chain on the health and wellbeing of staff comprising the contract workforce, following the recommendations in the Voluntary Reporting Framework. ○ engagement plans to engage the contract workforce in deciding the most important issues to address.
<p>Response</p>	<p>[REDACTED]</p>