 

**UK Community Renewal Fund in Dundee**

**Open Call - Invitation to Submit Project Bids – May 2021**

**Summary**

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| **Lead Authority:** | Dundee City Council |
| **Fund:** | UK Community Renewal Fund |
| **Priority Place:** | Not in 100 priority places |
| **Invitation to bid opens:** | 7th May 2021 |
| **Submission of Expression of Interest** | 12 noon, 17th May 2021 |
| **Feedback on Expression of Interest** | 19th May 2021 |
| **Invitation to bid closes:** | 12 noon, Monday 31st May 2021 |
| **Minimum application level:** | £50,000-£100,000  Applicants, if successful, must develop an evaluation plan with between 1-2% of their award to be dedicated to that evaluation with a minimum threshold of £10,000.  In exceptional circumstances, bids below the minimum application level may be accepted. You should submit an Expression of Interest (EOI) as soon as possible to enable us to forecast the number of bids we might receive and if required to provide support and guidance on this.  Expressions of Interest should be submitted by 12 noon, 17th May 2021 at the latest. Feedback if required will be available by the 19th of May. |
| **Maximum application level:** | Applications are expected to demonstrate appropriate scale and impact.  Applicants are encouraged to maximise impact and deliverability through larger projects (£100,000+) where this is possible.  Maximum application level in a single bid (Dundee City Council) is £3,000,000.  Applications requesting an amount above the maximum application level will be rejected. |
| **Duration of project:** | Projects are expected to start delivering from August 2021.  Projects must be financially completed by no later than **31st March 2022**. Project costs cannot be incurred beyond this date.  Unless you are able to commit to delivery in this timeframe please do not bid. |
| **Application Process:** | Applications for funding must be completed and submitted to Dundee City Council using this email address: [CRF@dundeecity.gov.uk](mailto:CRF@dundeecity.gov.uk)  Applications submitted late or via any other  method will not be accepted. |

**Background**

Dundee City Council is seeking bids from organisations wishing to deliver activity as part of the UK Community Renewal Fund.

Alongside this document, please read the [UK Community Renewal Fund Prospectus](https://www.gov.uk/government/publications/uk-community-renewal-fund-prospectus/uk-community-renewal-fund-prospectus-2021-22), the [UK Community Fund Technical Note for Project Applicants](file:///T:\CD-Policy\Policy%20&%20Europe%20Team\FUNDING\UK%20Government%20Funds%20-%20LUF%20USPF\Community%20Renewal%20Fund\UKCRF_Technical_Note_for_Project_Applicants_and_Deliverers.pdf) and Deliverers and the UK Community Renewal Fund Assessment Process before starting work on an Expression of Interest or a bid. The Prospectus provides detailed information on the objectives of the Fund, the types of projects it intends to support and how it operates, including the process and selection criteria that will be used to assess bids. Successful UK Community Renewal Fund bids will be for 2021/22 **only and activity must end in March 2022.**

All local councils have been designated as lead authorities by the UK Government. As a lead authority, Dundee City Council is responsible for:

* Issuing an open call inviting bids
* Receiving bids
* Assessing, scoring, selecting and prioritising the bids that will be sent to UK Government for consideration
* Submitting a shortlist to the UK Government for their consideration
* Entering into a funding agreement with the UK Government to deliver successful bids
* Paying grants to successful projects and managing their performance
* Undertaking monitoring and assurance activity

Full details of the role of lead authorities can be found in the [UK Community Renewal Fund Prospectus](https://www.gov.uk/government/publications/uk-community-renewal-fund-prospectus/uk-community-renewal-fund-prospectus-2021-22).

**The UK Community Renewal Fund**

The UK Community Renewal Fund is a new UK Government fund that is a precursor to the UK Shared Prosperity Fund, the replacement for the EU structural funds. It will provide largely revenue support (90%) for projects seeking to:

* Invest in skills
* Invest for local business
* Invest in communities and place
* Support people into employment

A description of these priorities along with examples of the types of projects that might be supported by the Fund are set out in the Prospectus.

A focus for this Fund is to support innovation and new ideas in these areas, investing in pilots that draw on local insights and need, which will help places to prepare for the introduction of the UK Shared Prosperity Fund in 2022.

Dundee is not one of the identified top 100 priority areas. This doesn’t mean we cannot bid for support but it does mean that any projects we submit must be of better quality, more deliverable and achieve better outcomes than similar projects in priority areas to achieve success. We recommend that you take this information into account in making any decision to bid and to develop the information required for a 10-page application form.

**Timescales are very tight. Bids to the Council must be submitted by 12.00 on 31st May and any funds allocated must be spent by 31st March 2022.**

**Local Priorities**

In selecting the bids that will be forwarded to the UK Government for consideration Dundee City Council will prioritise the bids that have the greatest potential to deliver against key local growth priorities. All projects should support the objectives of key UK Government, Scottish Government and local strategies, including::

* Dundee City Council’s City Plan - <https://www.dundeecity.gov.uk/city-plan-for-dundee-2017-2026>
* Dundee City Council Plan - <https://www.dundeecity.gov.uk/council-plan-2017-2022>
* Tay Cities Deal Regional Economic Strategy - <https://www.taycities.co.uk/documents/tay-cities-region-economic-strategy-2019-2039-21mb-pdf>
* Tay Cities Deal Skills Investment Plan - <https://www.taycities.co.uk/publications>

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| **Investment in Skills** | **Investment in Business** | **Communities & Place** |
| Digital Skills – job related, professional access to industry ready employees | Supporting entrepreneurs to create more job opportunities | Feasibility studies or activity on supporting place e.g., city centre renewal. |
| More diverse digital workforce – neurodiversity, women, BAME | Help businesses access specialist support | Feasibility studies on improving greenspaces and net zero projects, local renewable energy projects |
| In work training to meet needs of local employers | Encourage Innovation culture in local businesses – tech, green, decarbonisation | Culture-led regeneration and community development – feasibility studies |
| Retraining, reskilling and upskilling opportunities to meet local needs | Collaborations between HE and SMEs | Improving greenspaces – quality of life, attract talent & visitors |
| Key sector skills e.g. digital, life sciences | Targeting under-represented groups |  |

With regard to **investment in skills**, there is a recognised shortage in terms of mid to high level digital skills that we would like to see addressed:

* a lack of diversity within the digital/tech sector;
* need for more industry ready people to support growth in the tech/digital sector;
* people requiring retraining or upskilling to ensure advanced and professional level digital skills are available to support the development of the tech sector and to also address the need for digital skills in general employment such as web development; e-commerce; data visualisation;
* job related digital skills such as in engineering, manufacturing.

The digital/tech sector is growing apace and Dundee has a significant number of tech focused businesses that have the potential to create new jobs. However, the skilled employees are often not found locally and it is often hard to attract talent to the city. It is therefore imperative that we “grow our own”. Digital skills become even more important when recognising the fact that virtually every business is now a digital business – with websites, e-commerce, social media marketing, online customer relationship management/ticketing and digital tools being commonplace across industry and manufacturing. Ensuring local people have intermediate to professional level digital skills with ensure they are more employable and that local businesses can use those skills to grow.

Other skills development in key growth sectors will also be considered with a particular focus on upskilling and reskilling opportunities for people who have been affected by COVID, are in entry level roles looking to progress etc.

**Investment in business** will be important to ensuring that there are jobs for local people, either through support for existing businesses to grow and develop or for entrepreneurship – helping local people start their own businesses and create future opportunities. This could include providing support to under-represented groups; helping businesses access a range of specialist support and encouraging innovation in business e.g. working with academia to develop new products/services; decarbonisation of business; supporting digital economy developments.

The focus on **Communities and Place** provides opportunities to progress project ideas through feasibility and with some potential for delivery (remembering that 90% of the funding is revenue). Projects that focus on greenspace, renewal within the city centre, cultural regeneration and low carbon energy projects.

Given the significant funding coming from a range of sources in 2021/22 and the partnership approach driving the employability pathway in the city, support for employability activity will be a lower priority.

An insight into the current Employability Pathway programme in the city is provided at Appendix 1, outlining existing activity, capacity and reasonings for not prioritising additional bids to focus on Support into Employment.

**Any employability focused project will be considered in line with existing provision and must submit an Expression of Interest to allow the Employability Team to assess the need for the activity at a local level**.

Projects, in any priority, should complement, rather than duplicate, existing local provisions. A focus for this Fund is to support innovation and new ideas in these areas, investing in pilot projects which will help Dundee to prepare for the introduction of the UK Shared Prosperity Fund in 2022.

**Given the timescales required it is unlikely that projects that require to recruit new staff to deliver or to go through lengthy procurement process will achieve the necessary spend and outputs in time so the delivery model of any project needs to be carefully constructed.**

**Who can apply?**

Any legally constituted organisation can receive funding from the UK Community Renewal Fund to deliver an approved project (this may include local authorities, public sector organisations, higher and further education institutions, private sector companies and registered charities). Private sector organisations and registered charities can be project deliverers where they are providing a service to benefit other organisations or individuals - they cannot receive support if the intention of the project is to further their own business/organisation. Further information on who can apply can be found in the Technical Note for Project Applicants and Deliverers here.

**Submitting your application**

If you wish to submit a bid, please register your interest by Monday 17th May by completing the simple [Expression of Interest Form](Dundee%20EOI%20Form%20CRF%202021.docx). This will enable the Council to assess how many potential applications will be received and whether the project meets the key Government criteria and the city’s priorities. Feedback can be provided if required, by the 19th of May. **If any bids are submitted with a focus on employability support/core skills provision the EOI will be used to assess its compatibility with existing programmes and those projects will be provided with feedback as to whether a full bid will be accepted.**

The UK Government is looking for a small number of larger projects to be submitted for assessment. The initial guidance states that each project should be in the region of £500,000. However, Dundee City Council has asked if smaller projects will be considered and the response was that smaller projects would be considered as long as there were not lots of very small projects. Dundee City Council is considering that bids should be in the region of £80,000 to £100,000 to enable delivery and reasonable impact.

A flat rate of 2% of the value of the UK Community Renewal Fund awarded to each project will be used by North Lanarkshire Council for the costs incurred in managing Fund awards. This cost should also be factored into your total project costs and be clearly set out in section 3c of the application form.

The application form should not include attachments or links to websites. The assessment of bids will be based on the information provided in the application form only.

You should complete the [UK Community Renewal Fund application form](file:///T:\CD-Policy\Policy%20&%20Europe%20Team\FUNDING\UK%20Government%20Funds%20-%20LUF%20USPF\Community%20Renewal%20Fund\UKCRF_Application_Form__Word_.docx) (which is published by UK Government) and submit it to the Council by 12.00 on Monday 31st May to the following email address [CRF@dundeecity.gov.uk](mailto:DundeeCRF@dundeecity.gov.uk). Bids received after this date will not be accepted. Dundee City Council will assess your bids and create a priority list to submit to the UK Government. Note that following an assessment/scoring of all applications received that not all projects will necessarily be submitted to the UK Government.

In order to assist us with the assessment process your bid should be accompanied by:

* Proof of existence e.g. a copy of your governing document, certificate of registration, VAT registration
* Copies of approved Annual Accounts for the last 3 years
* Copies of bank statements for the last 3 months
* A copy of your Business Plan/Project Plan

The UK Community Renewal Fund is a competitive process and Scottish Borders Council and the UK Government will not enter into discussions with bidders.

**Assessment Process**

The Government guidance sets out the selection criteria that will be applied to bids submitted by Councils. Because the scheme has only just been launched it is possible the guidance may be revised. And there is no history to inform how Government will interpret the guidance and selection process. The UK Government will make the final decisions on which projects to fund from the priority lists submitted by local authorities.

**Local assessment process**

Dundee City Council will use its best judgement, drawing on existing experience of delivering programmes, to select bids it deems to meet the Government criteria and local priorities. Projects must meet:

* The gateway criteria set out in the UK Community Renewal Fund Prospectus – bids that fail to meet these criteria are ineligible for support and will be rejected
* Programme criteria set out in the UK Community Renewal Fund Prospectus
* Local strategic objectives
* Council’s priorities for the UK Community Renewal Fund

Following assessment on both UK Government and local criteria, the Council will prioritise, and submit to the UK Government, those eligible bids which most strongly meet the UK Community Renewal Fund and local priorities. The Council reserves the right to reject bids that do not align with local and national priorities.

# APPENDIX 1 - Discover work Partnership – existing employability support provision in dundee

# 1 introducing Dundee’s Local Employability Partnership (LEP)

## The **Discover Work Partnership** is formed by members including Skills Development Scotland, Dundee and Angus College, Department for Work and Pensions, Dundee City Council, Third Sector Interface, Developing the Young Workforce, Health and Social Care Partnership, NHS Tayside and Fair Start Scotland.

## Through this multi-agency approach, the **Discover Work Executive Group** aims to develop shared objectives, align efforts and jointly commit resources relating to employability. Our objective is to make improvements in the labour market that meet employer demand and in doing so, increase the level of employment in the City, reduce the level of benefit claimants, improve productivity and take steps to address in-work poverty. Where possible, we also co-commission services, allocates funds and monitors the performance of Delivery Partners receiving said funds. Ultimately, the Discover Work Partnership has an aspiration to better monitor and improve the impact of our **Discover Work Service.**

## The diagrams below provide an overview of the governance and reporting arrangements between the **Dundee Partnership** (Community Planning Partnership), the **Discover Work Partnership** (LEP), our **Executive Group** and **the Discover Work Service**.

## **Discover Work Partnership**



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| **Discover Work - Executive Group** | |
| **Member Organisation** | **Representative** |
| Department for Work & Pensions | Sarah Ainslie |
| Developing the Young Workforce | Hilary Roberts |
| Discover Work Partnership Executive | Jane McEwen |
| Dundee & Angus College | Simon Hewitt (Chairperson) |
| Dundee & Angus College | Julie Grace |
| Dundee City Council | John Davidson |
| Dundee Health & Social Care Partnership | Wendy Third |
| Fair Start Scotland (Remploy) | Amanda Edwards |
| Skills Development Scotland | Evonne Boyd (Vice-Chairperson) |
| Third Sector Interface | Eric Knox |
| Youth Participation Group - Chairperson | Karen Gunn |

# Discover Work Service – Dundee’s existing EMPLOYABILITY SUPPORT

## The **Discover Work Service** represents all resources of employability support delivered in Dundee including those funded and delivered by members of the Discover Work Partnership. Existing provision within the **Discover Work Service** includes the Employability Fund, Community Jobs Scotland, Fair Start Scotland, Employment Support Service, Healthcare Academy and an Employability Pathway funded by a pool of resources between Dundee City Council, Delivery Partners, our Phase 1 allocation of No One Left Behind and the **European Social Funds (ESF) – which continues to be available until 30 June 2023.**

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## The document embedded below reflects the full range of existing employability support in Dundee including:

## Almost 60 different services / provisions in a landscape that is very difficult to navigate;

## Over 150 full-time equivalent posts deployed by a range of organisations to deliver those services;

## The capacity to offer at least 9000 interventions / offers of support; and,

## A moderate estimation of £10m in annual expenditure.

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## Please note, this does not include:

## new services recently commissioned by the Department for Work and Pensions – e.g. the Job Entry Targeted Support (JETS) programme;

## recently established services where the scale and value are unknown – e.g. National Transition Training Fund;

## the Skills & Employability Programme currently being developed as part of the Tay Cities Deal; and,

## further initiatives, programmes, interventions that may be announced by UK and / or Scottish Government as the Coronavirus Job Retention Scheme (CJRS) and Self-Employment Income Support Scheme (SEISS) come to an end.

# Discover Work Partnership – Immediate prioRities

## **Launch of Discover Work Employer Recruitment Incentive (ERI)**

## The Council's Youth and Adult Employability Services are to work collaboratively on the delivery of an all age ***'Discover Work Employer Recruitment Incentive'*** through the use of our YPG and NOLB funding. It will create 200+ employment opportunities in the city and be promoted via the Partnership’s refreshed Discover Work website from **May 2021**.

## **Investment of 2021/22 Young Person's Guarantee (YPG) funding**

## The Partnership is to go through a framework / assessment process to determine how we best use and commit our 2021/22 allocation of £1.5m to enhance existing provision.  This remains outstanding and is high priority to ensure maximum spend and avoid repayment.  It will involve an element of consultation, commissioning from **May 2021**, and implementation

## **Implementation of Public / Third Sector Job Creation Programme**

## As part of Scottish Government's COVID-19 response and their investment of £125m in employability and skills, Ministers identified £20m in 2021/22 to support those experiencing Long Term Unemployment (LTU). This has developed into a Public / Third Sector Job Creation Programme for the benefit of those aged 25+ and experiencing LTU (defined as 12 months out of work) who would, without significant investment, struggle to secure employment.

## The associated funding will be channelled through the existing NOLB approach. Dundee will be allocated c.£700k for the creation of c.70 jobs in the Public / Third Sector from **September 2021** to March 2022. This is an opportunity to enhance our pre-existing plans to develop an all age Discover Work Employer Recruitment Incentive using our YPG and NOLB funding.

## **Investment of NOLB Phase 2 funding**

## Phase 2 of NOLB is due to commence in 2022/23 where both the Employability Fund (£750,000) and Community Jobs Scotland (£165,000) will be in scope.

## The Discover Work Partnership must plan how we intend to make best use of all NOLB funds to add value and enhance established services while meeting the local need of customers and employers. This will require a framework / assessment process to determine how we best use and commit the funding to enhance existing provision. It will involve consultation, commissioning from **August 2021**, and implementation.

## **Establishment of our Programme Management Office (PMO)**

## We aim to take a Programme Management Office (PMO) approach to progressing partnership priorities and have identified the need to source funding that can resource dedicated Programme Manager and Support posts.

## **Strategy, Action Plan & Investment Plan 2021-2026**

## The PMO’s capacity and focus will be used to refine and publish our final Discover Work Strategy, Action Plan and Investment Plan with aspirations proportionate to the commitment of resources.

## **Alignment with Neighbouring LEPs and the Tay Cities’ Skills & Employability Programme**

## The Executive Group is keen to explore options to ensure complete alignment with neighbouring LEPs to maximise the added value offered by the Tay Cities’ Skills & Employability Programme.

# Discover Work Partnership – Our position on the Community Renewal Fund (CRF)

## For the following reasons, the Executive Group has decided that our limited capacity is best focused on our immediate priorities rather than submitting an employability proposal to secure an award from the Community Renewal Fund:

## Existing services are not at full capacity given restrictions are yet to be eased fully, better enabling the delivery of support to those who need it the most

## The range of existing services make it difficult to identify a gap and the creation of new services / initiatives / interventions bring the risk of duplication and over-targeting the same customer groups

## While the CRF can be used to fund employability projects / services / interventions, they have to deliver the same outcomes as existing services - i.e. progression, qualifications, employment, etc.

## There is no scope for submitting a proposal for LEP specific activities - i.e. our proposed PMO approach, strategy, service redesign, etc.

## The CRF is a precursor to the UKSPF, with the UKSPF considered a successor to the current European Structural & Investment Funds Programme, including ESF; of which we will continue to be a recipient until June 2023

## Our return on investment is hampered by the fact Dundee / Tayside is not considered a priority area

## The timescale for submission, implementation and full spend are not conducive to sustainable outcomes and do not align with our strategic vision for the Discover Work Service

## Any investment to develop a CRF proposal may be better invested in progressing projects in the TCD Skills & Employability Programme