

REQUEST FOR QUOTATION: Evaluation of the Flexible Adult Learning pilot projects

October 2020

Colegau Cymru
Uned 7 CaeGwyrdd
Greenmeadow Springs
Tongwynlais, Caerdydd CF15 7AB
Ff: 029 2052 2500
E: helo@colegaucymru.ac.uk
W: www.colegaucymru.ac.uk

Colleges Wales
Unit 7 CaeGwyrdd
Greenmeadow Springs
Tongwynlais, Cardiff CF15 7AB
T: 029 2052 2500
E: hello@collegeswales.ac.uk
W: www.collegeswales.ac.uk

1. Company Information

Company Name	Colleges Wales / Colegau Cymru Limited (Parent company of Fforwm Services Limited)
Company Number	2832103
Charity Number	1060182
Subsidiary Company	Fforwm Services Limited
Subsidiary Company Number	3066192
VAT Number	655 9801 02
Registered Office and operational address	Unit 7, Cae Gwyrdd Greenmeadow Springs Tongwynlais Cardiff CF14 7TE
Project Team	Sian Holleran Kelly Edwards
Telephone	029 20 522500
Contact Email	sian.holleran@colegaucymru.ac.uk kelly.edwards@colegaucymru.ac.uk

2. Background

ColegauCymru is an education charity which promotes the public benefit of further education in Wales. We believe that all learners have the right to world-class education, delivered in a safe, diverse and inclusive setting and within a sector which supports the wider community, employers and the economy.

We also convene the Further Education Principals' Forum, which represents the interests of further education (FE) providers.

We undertake research and policy development and provide practical support to the FE community. Working closely with Welsh Government, their agencies, and other stakeholders, we help shape policies affecting the FE sector, their learners and staff.

CollegesWales is the first point of contact for further education in Wales.

Fforwm Services Limited is a private limited company and wholly owned subsidiary of CollegesWales. It is a platform through which commercial, income-generating activity is channelled, and which allows us to facilitate sector-specific events, training and conferences.

3. Rationale

- 3.1 In 2019, ColegauCymru was successful in securing a Welsh Government grant to provide funding to three FE colleges to pilot new approaches to Flexible Adult Learning (FLA).
- 3.2 As Brexit and wider changes in industrial and business process pose new and unexpected threats to communities, it is important that FE colleges, as community anchor institutions, can respond to these threats through being innovative and responsive to a range of needs not normally encountered by learners.
- 3.3 This action-learning grant supported the delivery of FLA outside the current provision detailed in the FE Programme Directory and the existing format of current learning programmes.
- 3.4 The projects aimed to identify and find solutions to barriers and inhibitors to adult learning such as existing work commitments, transport, childcare and other care responsibilities.

- 3.5 The projects needed to demonstrate how provision can be flexible to the needs of individuals and communities, using alternative locations and approaches as well as innovative support to enable flexible, short-term and part-time learning opportunities.
- 3.6 The three colleges identified by Welsh Government for the pilot were Coleg Sir Gâr / Coleg Ceredigion, Coleg Cambria and Bridgend College.
- 3.7 External evaluation of the outcomes and learning from the 3 projects was incorporated into the application for funding.

4.0 The evaluation

- 4.1 ColegauCymru invites proposals from organisations to undertake an evaluation of the three pilot projects in order to determine the lessons learned by the colleges in providing flexible adult learning outside the existing format of current learning programmes to one, some or all of the following target groups:
- those notified of risk of redundancy
 - those who have already been made redundant (< 3 months)
 - additional adults in a household in one or more of the two groups above.
- 4.2 The evaluation should produce recommendations to guide future strategy and funding by taking the following into consideration:
- what solutions were developed to reduce the barriers and inhibitors to adults being able to access learning and training?
 - what flexibility needed to be put in place so that the training provision catered to the needs of individuals and communities?
 - how did the projects support the acquisition of additional skills and/or transferable skills to enhance individuals' employability and career development?
 - were short-term courses used and did they lead to a recognised qualification or to credits that led to a recognised qualification?
 - what emphasis was put on opportunities for future employment?
 - how did the funding arrangements support the colleges in being innovative, flexible and how could this be improved?

5.0 Requirements

- 5.1 The supplier is expected to undertake an evaluation of the three pilot projects in order to determine the lessons learned by the colleges in providing flexible adult learning outside the existing format of current learning programmes and

to produce key recommendations for future strategic decisions on funding for adult learners. The supplier should submit the work to ColegauCymru in the form of a final report.

5.2 The work is expected to start on 9 November 2020 with a draft report to be completed by 8 January 2021 and the final report by 12 February 2021.

5.3 The bid should explain the methodology that will be used to achieve the evaluation outcomes. The expected methodology must include the following elements:

- literature review of past and current Welsh Government and UK policy relating to adult learning, including how the current pilot fits/challenges existing knowledge
- a comparative analysis with another appropriate EU country or region's policy on adult learning
- online/face to face meetings with the project manager in each of the three colleges
- online/face to face meetings with learners who have participated in the projects
- produce a final report and recommendations
- prepare a presentation to the Principals' Forum on the recommendations.

5.4 The proposed dates for monitoring and project updates are detailed below and will be confirmed at the project initiation meeting:

Meeting	Date
Project Initiation	13 November 2020
Monitoring meeting 1	16 December 2020
Monitoring meeting 2	18 January 2021
Monitoring meeting 3	27 January 2021
Monitoring meeting 4	10 February 2021
Monitoring meeting 5	12 March 2021

5.5 Suppliers are expected, as part of their application, to declare any relationship or association with a person or persons significant employee, elected or nominated in the institutions falling within the scope of the survey.

5.6 The supplier is expected to complete a pricing schedule which must be VAT

inclusive. The maximum budget available for this work is £10500 inc VAT.

- 5.7 We require the final report to be a bilingual MS Word document, 1 copy in Welsh and 1 in English to comply with ColegauCymru's Welsh Language Scheme. We adopt the principle in the conduct of our public business in Wales that we will not treat the Welsh language less favourably than the English language. A copy of our scheme is available on our website.

6. Use of findings

- 6.1 Once the evaluation has been completed, the document will be used to provide feedback on the pilot projects to Welsh Government, ColegauCymru's Strategic WBL Group and the Principals' Forum. The recommendations in the report will support Welsh Government in deciding on future funding strategies for adult learning in the FE sector in Wales.
- 6.2 The evaluation should be in a format that could be published as a standalone report document.

7. Timescale

The timescales are as follows:

Date	Activity
16 October 2020	ColegauCymru to provide an invitation to quote to selected organisations and share on its website
30 October 2020	Proposals submitted to ColegauCymru
6 November 2020	Successful organisation notified and contracting is undertaken
13 November 2020	Start of project
13 January 2021	Draft report and recommendations submitted to ColegauCymru
29 January 2021	Presentation of draft report and recommendations to Welsh Government
26 February 2021	End of project review and consultation with Principals
12 March 2021	Final report shared with ColegauCymru
29 March 2021	Final report shared with Welsh Government

Proposals should be submitted by email to sian.holleran@colegaucymru.ac.uk by 5pm on Friday 30 October 2020. The project team welcomes queries in regard to this quotation up to Monday 26 October 2020. No correspondence or queries will be addressed during the period in which a contract decision is being made.