



Department
for Work &
Pensions

Community Work Placements

Information Pack for Delivery Partners

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1. Introduction

- 1.1 On Monday 30 September 2013 the Chancellor of the Exchequer the Rt Hon George Osborne MP announced 'Help to Work'. This package of new measures will be available to all claimants completing their time on the Work Programme without a job, many of whom will be unemployed for a number of years. One of these new measures is Community Work Placements.
- 1.2 The Community Work Placements Commercial Competition was launched on 24 October 2013, with Employment Related Support Services (ERSS) Framework providers able to tender for the contracts.
- 1.3 The Minister of State for Employment, Esther McVey MP, is keen that as many organisations as possible have the opportunity to play a part in delivery of Community Work Placements, whether as a delivery partner to a successful provider or otherwise.
- 1.4 To help facilitate this, the Department for Work and Pensions (DWP) have prepared this 'Community Work Placements Information Pack for Delivery Partners'. This pack provides an overview of Community Work Placements to help organisations determine whether they would be interested in being a delivery partner or otherwise participating in Community Work Placements. It also signposts possible delivery partners to the Employment Related Support Services Framework Suppliers who are eligible to tender for contracts within each Contract Package Area.
- 1.5 The Information Pack will be available on [Supplying DWP](#) from 4 November 2013 to 4 December 2013, with tenders from ERSS Framework Suppliers due back on the 5 December.
- 1.6 PLEASE NOTE: ERSS Framework Suppliers are advised within the Tender Documentation of this Information Pack and possible interest from delivery partners, but are under no obligation to make use of any services interested organisations may offer. DWP will not be responsible for any subsequent arrangements between suppliers and their delivery partners.

2. Overview of Community Work Placements

- 2.1 The Work Programme is supporting many claimants to move off benefit and into work, but there will be some claimants who are not successful in securing sustained employment during their time on the Work Programme.
- 2.2 Claimants who do not find sustained employment during their time on the Work Programme will be among the hardest to help, and many will face significant and multiple barriers to work.
- 2.3 From April 2014, Community Work Placements will be one of the three intensive options available through Help to Work support for Jobseeker's Allowance claimants (JSA) returning from the Work Programme. This will be available alongside the Mandatory Intervention Regime, an intensive offer of adviser support currently operating in Jobcentre Plus, and daily signing.
- 2.4 Community Work Placements is designed for those claimants whose key barrier to work is a lack of work experience, motivation or both, and offers them a significant period of full-time activity.
- 2.5 Six months on a work placement will provide the opportunity for claimants to develop their vocational and employability skills, to add significant experience to their CV, and to demonstrate their capabilities to employers. The associated jobsearch will help them use these skills and experience to secure paid employment as soon as possible.
- 2.6 We have evidence that the placements will help claimants: evaluation of a trailblazer run in 2012 found that taking part in Community Work Placements had a positive impact on jobseekers' confidence and work-related ambition, and led to them spending fewer days on benefit than a control group.
- 2.7 The evaluation also found that job satisfaction and the work routine of placements resulted in increased motivation to work, even among participants initially opposed to the idea of a work placement.
- 2.8 Community Work Placements will build on the support that unemployed people have received from the Work Programme. The aim is to provide additional support to help claimants who have been out of work for a long period of time and move them closer to employment and ultimately into work.
- 2.9 DWP are looking for a diverse range of placement opportunities, providing roles and tasks similar to those that a claimant might experience in a normal working environment. Providers will be required to work with a range of organisations including local employers, voluntary and public sectors, to source placements of community

benefit across a range of employment sectors. All placements must make a positive contribution to the community, and must not displace paid jobs.

- 2.10 Providers will be contracted to deliver mandatory work placements for claimants for 30 hours a week for up to 26 weeks, alongside supported jobsearch. They will be paid fees both for claimants attending placements, and for moving claimants into sustained employment
- 2.11 In England, Community Work Placements will be part-funded by the European Social Fund, under DWP's co-financing agreements.

3. Commercial Approach, Employment Related Supported Services (ERSS) Framework, Suppliers and Timeline.

- 3.1 The Community Work Placements service will be delivered by external suppliers. Contracts will be awarded to suppliers via the 'Employment Related Support Services (ERSS) Framework'.
- 3.2 Only those organisations who are currently on the ERSS Framework as a 'preferred supplier' will be eligible to bid for contracts.
- 3.3 The ERSS Framework is divided into 11 'Lots'; Each Lot covers a large geographic area, and Each Lot is subdivided into smaller geographic areas, these are the 'Contract Package Areas', of which there are 18 in total.
- 3.4 Each Lot has a specific list of 'preferred suppliers' associated with it. Only those 'preferred suppliers' associated with a particular Lot may bid for a Contract Package Area within that Lot.
- 3.5 For example, Lot 3 covers the London area, this Lot is divided into Contract Package Area 3 (London West) and Contract Package Area 4 (London East). Supplier x is a preferred bidder in Lot 3 so they can bid for both Contract Package Area 3 and Contract Package Area 4.

Employment Related Support Services (ERSS) Framework Suppliers.

- 3.6 Details of the Community Work Placements 18 Contract Package Areas, corresponding Lot number, and which ERSS Frameworks Suppliers are eligible to bid in each Contract Package Areas, are provided in the following table.

Table1: Details of the Community Work Placements 18 Contract Package Areas and the eligible ERSS Suppliers for each Contract Pack Area.

Contract Package Areas (CPAs) 1- 18	
CPA Number, Areas Covered and ERSS Framework Lot Number.	Eligible ERSS Suppliers for each Contract Package Area
<p>CPA 1 - East of England</p> <p>Bedfordshire and Hertfordshire; Cambridge and Suffolk; Essex; Norfolk</p> <p>Lot 4</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Ingeus Deloitte Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Reed in Partnership Ltd Remploy Ltd Seetec Business Technology Centre The Corporation of Newcastle College</p>
<p>CPA 2 - East Midlands</p> <p>Nottinghamshire; Derbyshire; Lincolnshire and Rutland; Leicestershire and Northamptonshire</p> <p>Lot 5</p>	<p>A4e Ltd Avanta Enterprise Ltd Carillion Energy Services G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Remploy Ltd Seetec Business Technology Centre Serco Ltd The Corporation of Newcastle College Working Links (Employment) Ltd</p>
<p>CPA 3 - London (West)</p> <p>Ealing; Hammersmith & Fulham; Brent; Harrow; Hillingdon; Hounslow; Richmond Upon Thames; Kingston Upon Thames; Wandsworth; Enfield; Kensington & Chelsea; Barnet; Camden; Westminster; Islington; Haringey</p> <p>Lot 3</p>	<p>A4e Ltd Atos IT Services UK Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Carillion Energy Services Exemplas Holdings Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Maximus Employment and Training Ltd Prospects Services Reed in Partnership Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd Shaw Trust (merged with Careers Development Group) Skills Training UK Ltd Working Links (Employment) Ltd</p>
<p>CPA 4 - London (East)</p> <p>Hackney; Newham; Tower Hamlets; Barking & Dagenham; Redbridge; Havering; Waltham Forest; City of London; Croydon; Bexley; Lambeth; Bromley; Greenwich; Lewisham; Southwark; Merton and Sutton</p> <p>Lot 3</p>	<p>A4e Ltd Atos IT Services UK Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Carillion Energy Services Exemplas Holdings Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Maximus Employment and Training Ltd Prospects Services Reed in Partnership Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd Shaw Trust (merged with Careers Development Group) Skills Training UK Ltd</p>

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CPA Number, Areas Covered and ERSS Framework Lot Number.	Working Links (Employment) Ltd Eligible ERSS Suppliers for each Contract Package Area
<p>CPA 5 - North East</p> <p>Northumbria; South Tyne and Wear Valley; Tees Valley</p> <p>Lot 9</p>	<p>A4e Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Pertemps People Development Group The Corporation of Newcastle College The Wise Group Working Links (Employment) Ltd</p>
<p>CPA 6 - North West (1)</p> <p>Cumbria and Lancashire; Merseyside; Halton</p> <p>Lot 7</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) EOS Works Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Pertemps People Development Group Reed in Partnership Ltd Seetec Business Technology Centre Serco Ltd The Corporation of Newcastle College TCV (The Conservation Volunteers) Twin Training International Ltd</p>
<p>CPA 7 - North West (2)</p> <p>North West - Greater Manchester Central, Greater Manchester East and West, Cheshire and Warrington</p> <p>Lot 7</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) EOS Works Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Pertemps People Development Group Reed in Partnership Ltd Seetec Business Technology Centre Serco Ltd The Corporation of Newcastle College TCV (The Conservation Volunteers) Twin Training International Ltd</p>
<p>CPA 8 – Scotland</p> <p>Ayrshire, Dumfries, Galloway and Inverclyde; Edinburgh; Lothian and Borders; Forth Valley, Fife and Tayside; Glasgow; Highlands, Islands, Clyde Coast and Grampian</p> <p>Lot 10</p>	<p>Atos IT Services UK Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Carillion Energy Services G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Learndirect Ltd (formerly JHP Group Ltd) Reed in Partnership Ltd The Wise Group Working Links (Employment) Ltd</p>

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CPA Number, Areas Covered and ERSS Framework Lot Number.	Eligible ERSS Suppliers for each Contract Package Area
<p>CPA 9 - South East (1)</p> <p>Hampshire and Isle of Wight; Thames valley (Berkshire, Buckinghamshire, Oxfordshire)</p> <p>Lot 1</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Carillion Energy Services Exemplas Holdings Ltd G4S Regional Management (UK & I) Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd Skills Training UK Ltd The Corporation of Newcastle College Twin Training International Ltd</p>
<p>CPA 10 - South East (2)</p> <p>Kent; Surrey and Sussex</p> <p>Lot 1</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Carillion Energy Services Exemplas Holdings Ltd G4S Regional Management (UK & I) Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd Skills Training UK Ltd The Corporation of Newcastle College Twin Training International Ltd</p>
<p>CPA 11 - South West (1)</p> <p>Devon and Cornwall; Dorset and Somerset</p> <p>Lot 2</p>	<p>Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Campbell Page UK Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Paragon Concord Ltd Prospects Services PricewaterhouseCoopers LLP Rehab Jobfit LLP (Rehab Group) Seetec Business Technology Centre Switch Ltd (South West Integrated Training & Community Health) The Federation of Groundwork Trusts t/a Groundwork UK TCV (The Conservation Volunteers) Twin Training International Ltd Working Links (Employment) Ltd</p>

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CPA Number, Areas Covered and ERSS Framework Lot Number.	Eligible ERSS Suppliers for each Contract Package Area.
<p>CPA 12 - South West (2)</p> <p>Gloucester, Wiltshire and Swindon; West of England</p> <p>Lot 2</p>	<p>Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) Campbell Page UK Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Paragon Concord Ltd Prospects Services PricewaterhouseCoopers LLP Rehab Jobfit LLP (Rehab Group) Seetec Business Technology Centre Switch Ltd (South West Integrated Training & Community Health) The Federation of Groundwork Trusts t/a Groundwork UK TCV (The Conservation Volunteers) Twin Training International Ltd Working Links (Employment) Ltd</p>
<p>CPA 13 – Wales</p> <p>North and Mid Wales, South West Wales; South Wales Valleys; South East Wales</p> <p>Lot 11</p>	<p>Carillion Energy Services Reed in Partnership Ltd Rehab Jobfit LLP (Rehab Group) Remploy Ltd Serco Ltd Shaw Trust (merged with Careers Development Group) The Federation of Groundwork Trusts t/a Groundwork UK TCV (The Conservation Volunteers) Working Links (Employment) Ltd</p>
<p>CPA 14 - West Midlands (1)</p> <p>Birmingham and Solihull; Black Country</p> <p>Lot 6</p>	<p>Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) EOS Works Ltd ESG Holdings Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Paragon Concord Ltd Pertemps People Development Group Reed in Partnership Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd The Corporation of Newcastle College Twin Training International Ltd</p>
<p>CPA 15 - West Midlands (2)</p> <p>Coventry and Warwickshire; Staffordshire; The Marches</p> <p>Lot 6</p>	<p>Atos IT Services UK Ltd Avanta Enterprise Ltd Balfour Beatty Workplace Partnership (formerly The Workplace Partnership Ltd) EOS Works Ltd ESG Holdings Ltd Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Paragon Concord Ltd Pertemps People Development Group Reed in Partnership Ltd Sarina Russo Job Access (GB) Seetec Business Technology Centre Serco Ltd The Corporation of Newcastle College Twin Training International Ltd</p>

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CPA Number, Areas Covered and ERSS Framework Lot Number.	Eligible ERSS Suppliers for each Contract Package Area
<p>CPA 16 - Yorkshire and The Humber (1)</p> <p>West Yorkshire</p> <p>Lot 8</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Carillion Energy Services EOS Works Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Interserve Working Futures Ltd (formerly BEST Ltd) Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Reed in Partnership Ltd Remploy Ltd Serco Ltd The Corporation of Newcastle College TCV (The Conservation Volunteers) Twin Training International Ltd Working Links (Employment) Ltd</p>
<p>CPA 17 - Yorkshire and The Humber (2)</p> <p>South Yorkshire</p> <p>Lot 8</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Carillion Energy Services EOS Works Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Interserve Working Futures Ltd (formerly BEST Ltd) Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Reed in Partnership Ltd Remploy Ltd Serco Ltd The Corporation of Newcastle College TCV (The Conservation Volunteers) Twin Training International Ltd Working Links (Employment) Ltd</p>
<p>CPA 18 - Yorkshire and The Humber (3)</p> <p>North East Yorkshire and The Humber</p> <p>Lot 8</p>	<p>A4e Ltd Atos IT Services UK Ltd Avanta Enterprise Ltd Carillion Energy Services EOS Works Ltd G4S Regional Management (UK & I) Ltd Ingeus Deloitte Ltd Interserve Working Futures Ltd (formerly BEST Ltd) Learndirect Ltd (formerly JHP Group Ltd) Maximus Employment and Training Ltd Reed in Partnership Ltd Remploy Ltd Serco Ltd The Corporation of Newcastle College TCV (The Conservation Volunteers) Twin Training International Ltd Working Links (Employment) Ltd</p>

- 3.7 The contacts details for the 33 ERSS Framework Suppliers, can be found in **Annex A** on page 12.
- 3.8 To view the 'Invitation to Tender' specification which sets out the delivery requirements which apply to the Department for Work and Pensions (DWP), Community Work Placements (CWP) scheme, please visit Contracts Finder and search for 'Community Work Placements' using the unique identifier UI_DWP_100625, using link: <https://online.contractsfinder.businesslink.gov.uk/>

Community Work Placements Commercial Competition Timeline

- 3.9 The Commercial Competition was launched on the DWP e-procurement solution portal for ERSS Framework Suppliers on 24 October 2013.
- 3.10 During the bid writing period 24 October - 5 December 2013 there is an opportunity for organisations that may be interested in supporting the delivery of the Community Work Placements to raise their interest / offer their services to ERSS Framework suppliers within their areas.
- 3.11 PLEASE NOTE: there are no guarantees that you will be able to support the delivery of Community Work Placements, as ERSS Framework suppliers are under no obligation to make use of any services interested organisations may offer, and may not be successful in the commercial competition. It should also be noted that DWP will not be responsible for any subsequent arrangements between suppliers and their delivery partners.
- 3.12 The tenders from ERSS Framework suppliers are due back on 5 December 2013
- 3.13 As part of the evaluation of tenders, we will assess the bidder's proposals for providing a sufficient range of relevant placements to meet the needs of the Community Work Placements, throughout the duration of the contract.
- 3.14 DWP will publish details of the ERSS Framework suppliers who have been successful in each Contract Package Area for the delivery of Community Work Placements. This will be done via Contracts Finder within 20 days of contract award, 14 March 2014.
- 3.15 Community Work Placements will go live starting from **April 2014**

4. Code of Conduct and Merlin Standard

- 4.1 The Merlin Standard has been designed by the Department for Work & Pensions (DWP) with providers and representative bodies to help evolve successful, high performing supply chains, and champion positive behaviours and relationships in the delivery of provision. The development of the standard responds directly to concerns raised by providers, especially those not operating as prime contractors, in ensuring fair treatment within supply chains.
- 4.2 Community Work Placements providers' must ensure that all sub-contractual relationships adhere to the DWP Code of Conduct and they attain the Merlin Standard accreditation within a year of contracts go live. Information on the Code of Conduct and Merlin Standard has been included in the Framework specification. Providers will be assessed against the Merlin Standard by a third party organisation within the first year and every two years thereafter. Further information regarding the Merlin Standard, can be found in the 'links below.

5. Further information

Any questions should be raised directly with the ERSS Framework suppliers, see Annex A.

- For the announcement of 'Help to Work' please use link: <https://www.gov.uk/government/news/help-to-work-scheme-announced-by-the-government>.
- To use Contracts Finder please follow link: <https://online.contractsfinder.businesslink.gov.uk/>
- For information on the Framework for the Provision of Employment Related Support Services (ERSS) please use link: <http://www.dwp.gov.uk/supplying-dwp/what-we-buy/welfare-to-work-services/framework-for-the-provision/>.
- For the Merlin Standard document please use link: <http://www.merlinstandard.co.uk/downloads/GMN%20-%20The%20Merlin%20Standard.pdf>
- For the Merlin Standard About Assessments use link: <http://www.merlinstandard.co.uk/downloads/The%20Merlin%20Standard%20-%20About%20Assessments.pdf> and;
- For the Merlin website please use link: <http://www.merlinstandard.co.uk/about-merlin.php>.



6. EMPLOYMENT RELATED SUPPORT FRAMEWORK SUPPLIERS

ALPHABETICAL CONTACT LIST (33 SUPPLIERS)

Framework Supplier	LOT	Full Contact Details
A4e Ltd	1, 3, 4, 5, 7, 8, 9.	<i>Helen Holland</i> Email: hholland@a4e.co.uk Telephone: 07900 408925
Atos IT Services UK Ltd	1, 3, 4, 6, 7, 8, 10.	<i>Philip Chalmers</i> Email: glenn.webb@atos.net Telephone: 07581 041549
Avanta Enterprise Ltd	1, 4, 5, 6, 7, 8, 9.	<i>Aisha Izzet</i> Email: aisha.izzet@avanta.uk.com Telephone: 07500 795 054
Campbell Page UK Ltd	2.	<i>Tim Cahill</i> Email: xavier.crimmins@campbellpage.org.au Telephone: +61244753411
Carillion Energy Services	1, 3, 5, 8 10, 11.	<i>Samantha Daniell</i> Email: samantha.daniell@eaga.com Telephone 019124 73800
EOS Works Ltd	6, 7, 8.	<i>George Khoury</i> Email: gkhoury@eosworks.co.uk Telephone: 0121 7134 631
ESG Holdings Ltd	6.	<i>Susan Pilbeam</i> Email: susan.pilbeam@esggroup.co.uk Telephone: 075253 25050
Exemplas Holdings Ltd	1, 3.	<i>Alan Thompson</i> Email: business@exemplas.com Telephone: 01707 398790
G4S Regional Management (UK & I) Ltd	1, 3, 5, 7, 8, 9, 10.	<i>Sean Williams</i> Email: Sean.Williams@uk.g4s.com Telephone: 0771 887 8466
Ingeus Deloitte Ltd	3, 4, 5, 7, 8, 9, 10.	<i>James Kelly</i> Email: jkelly@ingeus.co.uk Telephone: 07740 023 392
Interserve Working Futures Ltd (formerly BEST Ltd)	8.	<i>David MacDougall</i> Email: david.macdougall@interserve.com Telephone: 07973 494 681

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learndirect Ltd	1, 2, 4, 6, 7, 8, 10.	Stakeholder and Bid Team Email: partners@learndirect.com Telephone: 0114 2915000
Maximus Employment and Training Ltd	1, 2, 3, 4, 6, 7, 8.	<i>Tricia Blatherwick</i> Email: pblatherwick@maximusuk.co.uk Telephone: 07713 038161
Paragon Concord Ltd	2, 6.	Graeme Fitzjohn Email: graeme.fitzjohn@pinnaclepeople.co.uk Telephone: 07860 502781
Pertemps People Development Group	6, 7, 9.	<i>Stephanie Dunphy</i> Email: stephanie.dunphy@ppdg.co.uk Telephone: 01214 508337
PricewaterhouseCoopers LLP	2.	<i>Tina Hallett</i> Email: tina.hallett@uk.pwc.com Telephone: 07711 021802
Prospects Services	2, 3.	<i>Helen Norris</i> Email: helen.norris@prospects.co.uk , Telephone: 020 8315 1544
Reed in Partnership Ltd	3, 4, 6, 7, 8, 10, 11.	<i>Philip Duffield</i> Email: Philip.duffield@reed.co.uk Telephone: 0207 708 6063
Rehab Jobfit LLP	2, 11.	<i>Roger Horne</i> Email: abailey@rehabjobfit.com Telephone: 0121 200 1140
Remploy Ltd	4, 5, 8, 11.	<i>Reena Patel</i> Email: tender.tracking@remploy.co.uk Telephone: 0116 281 9925
Sarina Russo Job Access (GB)	1, 3, 6.	<i>Philip Dack</i> Email: dackp@sarinarusso.co.uk Telephone: 07595 120968
Seetec Business Technology Centre	1, 2, 3, 4, 5, 6, 7.	<i>Alison Bunney</i> Email: alison.bunney@seetec.co.uk Telephone: 01702 201070
Serco Ltd	1, 3, 5, 6, 7, 8, 11.	<i>Gareth Matthews</i> Email: Gareth.matthews@serco.com Telephone: 077 388 96 294
Shaw Trust/Careers Development Group	3, 11.	<i>Tony Linturn</i> Email: business.development@shaw-trust.org.uk

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		Telephone: 01225 716397
Skills Training UK Ltd	1, 3.	<i>Graham Clarke</i> Email: grahamclarke@skillstraininguk.com Telephone: 0208 7958201
Switch Ltd (South West Integrated Training & Community Health)	2.	<i>Helen Stewart</i> Email: helen.stewart@esgggroup.co.uk Telephone: 0114 2519 210 ext115
TCV (The Conservation Volunteers)	2, 7, 8, 11.	<i>Andy Watmough</i> Email: a.watmough@tcv.org.uk Telephone: 07980 761046
The Corporation of Newcastle College	1, 4, 5, 6, 7, 8, 9.	<i>Anne Gregory</i> Email: procurement@ncgrp.co.uk Telephone: 07843 343495
The Federation of Groundwork Trusts t/a Groundwork UK	2, 11.	<i>Graham Duxbury</i> Email: gduxbury@groundwork.org.uk Telephone: 0121 236 8565
The Wise Group	9, 10.	<i>Paul Fagan</i> Email: paul_fagan@thewisegroup.co.uk Telephone: 0141 303 3131
The Workplace Partnership Ltd	1, 2, 3, 6, 7, 9, 10.	<i>Rod Smith</i> Email: rod.smith@bbworkplace.com Telephone: 01273 368217
Twin Training International Ltd	1, 2, 6, 7, 8.	<i>Graham Impey</i> Email: gimpey@twinuk.com Telephone: 0208 297 3232
Working Links (Employment) Ltd	2, 3, 5, 8, 9, 10, 11.	<i>Sobia Ismail-Aly</i> Email: commercial@workinglinks.co.uk Telephone: 07904 958062