



Information Governance Team

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Dear Sir/Madam

**Freedom of Information Act 2000 (FOIA)
Request ID: FOI754917667**

Thank you for your request for information relating to Work Related Learning DPS 2021.

You have requested the following information:

COV- Work Related Learning DPS 2021:
<https://in-tendhost.co.uk/csw-jets>

The details we require are:

1. Start date & duration of framework/contract?

1 September 2021 to 31 August 2026, option to extend to 31 August 2028.

2. Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed? If there is an extension clause in the framework(s)/contract(s) what is the duration of the extension?

No decision has been made yet; there are ongoing discussions with the team.

3. Actual spend on this contract/framework (and any sub lots), from the start of the contract to the current date

Spend from September 2021 to date is £3.7 million.

4. What are the contractual performance KPI's for this contract?

Key Performance Indicators		Minimum Standard	Evidenced
KPI1	Provider to ensure they access the WRL Calendar annually and meet deadlines outlined.	80%	Annual Summary
KPI2	A representative from provider to attend all network meetings.	80%	Quarterly Summary
KPI3	Upon receipt of applications from CAP, Training Provider must host a student interview and then complete the Application Response to confirm whether the place has been approved or declined	90%	Quarterly
KPI4	Ensure all learners access and complete initial assessments (Functional Skills – Literacy and Numeracy) as part of their induction process. Results to be shared with WRL – immediately after completion of assessment via email or Data Recording System.	75%	Quarterly
KPI5	Once qualifications have been awarded, evidence (Certificates) must be sent to WRL by the timeline outlined in the WRL Calendar. Should this not be achievable agreements must be with WRL for a change to timelines. Original certificates must be issued to the learner within 2 months of course completion.	100%	Annual
KPI6	Providers should ensure that taster sessions are made available to all schools at the end of each academic year. This is in preparation for any new referrals for the following academic year.	80%	Annual
KPI7	The provider should support the young person to achieve attendance targets of 85% addressing any areas of concern with the WRL team and referring school/academy. NB: This is not applicable to service provision under Lot 6	80% Of all students	Quarterly
KPI8	Accurately record individual Learner attendance on the data recording system within 30 minutes of the start of the session, for both the morning and/or afternoon sessions.	80%	Termly
KPI9	Using the service provided by WRL, the provider will complete the online evaluation for all programmes on an annual basis, in line with the WRL service calendar, which will include the views of learners, operational managers and tutors on aspects of provisions.	100%	Annual

5. Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages

The information you requested falls under the exemption(s) in Section 21 of the Freedom of Information Act 2000, which relates to 'information reasonably accessible to the applicant by other means.'

The exemption applies as the information is published and publicly available to view by accessing the Council website, please use the following link:

Refer to Project reference COV10315:

<https://www.coventry.gov.uk/downloads/download/1362/contracts-register>

As this is a Dynamic Purchasing System (DPS) unsuccessful tenderers can resubmit their proposal at any given time while the DPS is live allowing them the opportunity to become successful and join the Framework. Currently there are 11 tenderers who applied to be on the DPS and were unsuccessful and have not yet reapplied. Currently the DPS has 61 successful tenderers.

6. Could you please provide a copy of the service/product specification given to all bidders for when this contract was last advertised?

The DPS is currently live and the specification and associated tender documents can be found on our tendering portal www.csw-jets.co.uk under project reference COV10315.

7. Who is the senior officer (outside of procurement) responsible for this contract?

Donna Wood, Operational Manager for Coventry Alternative Provision.

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For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: infogov@coventry.gov.uk

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email icocasework@ico.org.uk.

Please remember to quote the reference number above in your response.

Yours faithfully

Information Governance