

**Senate Standing Committee on Education Employment and Workplace
Relations**

**QUESTIONS ON NOTICE
Supplementary Budget Estimates 2011-2012**

Outcome 4 - Employment

DEEWR Question No. EW0615_12

Senator McKenzie provided in writing.

Question

Tenders for Local Employment Coordinators

"Background: Following the Australian Government's recent Budget announcement, the Priority Employment Area initiative has been extended until 30 June 2013. Local Employment Coordinators are now engaged in priority employment areas around Australia and are working to drive local responses to local labour market issues. The tenders for Local Employment Coordinators were advertised recently. Questions: 1. How many applicants were there for the regional Victorian roles? 2. On what basis were the tenders assessed and awarded? 3. What performance measures are there for Local Employment Coordinators? 4. How does the department ensure that Local Employment Coordinators work effectively throughout the entire region they are supposed to service? "

Answer

Tenders for Local Employment Coordinators

1. How many applicants were there for the regional Victorian roles?

Nine tender responses were received for regional Victoria.

2. On what basis were the tenders assessed and awarded?

DEEWR issued an open Request for Tender (RFT) for the provision of Local Employment Coordinator services in accordance with Commonwealth Procurement Guidelines on Saturday 28 May 2011.

The assessment of all tenders was initially made by a DEEWR Tender Assessment Team, who shortlisted on the basis that the tenders addressed the Statement of Requirements and Evaluation Criteria as stipulated in the request for tender. The shortlisted tenders were then provided to the DEEWR Tender Evaluation Committee.

The DEEWR Tender Evaluation Committee made assessments on the shortlisted tenders against the Statement of Requirements and Evaluation criteria. They also conducted interviews and contacted referees where required before making formal recommendations to the DEEWR Delegate.

3. What performance measures are there for Local Employment Coordinators?

Local Employment Coordinators are contracted by DEEWR to undertake the services outlined in the Local Employment Coordinator services contract and are measured through five Key Performance Indicators:

- i. Local businesses, community organisations and workers are aware of and accessing opportunities created by Australian Government initiatives and other funding opportunities with the aim of increasing participation in employment and skills development.
- ii. Actions are taken to address local employment issues that have measurable results and are timely and strategic.
- iii. New jobs or training for retrenched workers are facilitated.
- iv. Regional Employment Plan is established, updated and implemented and sets out key goals and strategies for the priority employment area that is linked where appropriate, to other local plans.
- v. Quality of service provided to DEEWR.

4. How does the department ensure that Local Employment Coordinators work effectively throughout the entire region they are supposed to service?

Local Employment Coordinators report to and meet regularly with the relevant DEEWR state manager and DEEWR national office delegates to report on and consider activities they are undertaking in their entire priority employment area.

Feedback is regularly sought from the DEEWR state network on the work being undertaken by Local Employment Coordinators to ensure that there is good coverage of activities across the priority employment area. As the DEEWR state network has offices in regional locations across Australia there is often significant collaboration with DEEWR regional offices within priority employment areas on place based projects.

In addition, Local Employment Coordinators are required to establish an Advisory Committee of which DEEWR has membership. This Advisory Committee is representative of their priority employment area consisting of key delegates from community groups, local and regional businesses and civic leaders to identify key priorities within their respective regions.