

MAYOR OF LONDON

Date: 31 March 2020

Dear Colleague,

Following my recent letter of 20 March, I am writing to inform you of the additional steps we are taking to support your organisation during this unprecedented period of challenge.

Last week I said that we would set out further information for AEB procured providers about how the Mayor would support provision and recognise the disruption caused by the COVID-19 outbreak, and I hope the measures below provide some reassurance.

To provide you with greater funding stability, the GLA will make advance payments to your organisation during the period of closures caused by COVID-19 closures. Your monthly payments will be uplifted to your average monthly earned funding (based on the average of the previous three months) and up to the profiled contract value for the 2019-20 funding year.

You will continue to receive your actual earned payment for each month in the normal way, but the additional uplift will ensure that you do not see a reduced payment from the impact of closure. Where your actual earnings exceed the average earned monthly funding, then the actual earned funding will be paid in line with current practice.

The funding uplift will be an advance payment and it will be reviewed as part of the end-year reconciliation process in December 2020, at which point the GLA expects to take the impact of COVID-19 classroom delivery closure into consideration as part of any performance management arrangements.

The above approach builds on the previous assurance that we will not apply the performance management point for contract reductions in May. You will be permitted to carry forward underperformance caused by COVID-19 closures to deliver in future years.

These measures reflect the [Cabinet Office Guidance Procurement Policy Note \(PPN\) – Supplier Relief due to COVID-19](#) and our commitment to maintaining a strong and responsive provider base. We will need you to commit to ‘open book’ accounting where your delivery is less than the amount we pay you in a month – it is not permissible to accrue any profit on these funds. A variation to your contract will be required to implement the support and related measures and further guidance will follow detailing the arrangements for this.

In providing these support measures, the GLA nonetheless expects that you continue to deliver where you can. In line with the national guidance, we encourage you where possible to continue to provide learning where this can be done through non-classroom means such as online study, and to respond as appropriate to support learners, your staff and subcontracting partners, including provision for vulnerable young people and the dependents of critical key workers.

Wider support from City Hall

I know London’s education and training providers are often at the frontline of meeting the needs of some of our most vulnerable communities. With that in mind, I wanted to let you know some of the other steps we are taking to support Londoners in this challenging period and would encourage you to share this information with your learners and partners where relevant.

We have developed an [online resource for London’s migrants, refugees and asylum seekers](#) affected by the spread of COVID-19. These resources are available in translation and include advice and guidance on health, wellbeing and immigration and employment support.

As part of the Mayor's promise to make London a fairer city to work in, we launched our [Employment Rights Hub](#) to provide information about different employment rights and details of what to do for those having trouble at work. Since the outbreak of COVID-19 we have been making regular updates to the hub to reflect the latest guidance and support available.

The incredibly valuable work of London’s community and voluntary organisations is more important than ever. In recognition of this **the Mayor has pledged £1 million to a new emergency support fund** to help organisations affected by the impact of COVID-19. This emergency scheme, coordinated by London Funders, is available to organisations facing immediate financial pressures and uncertainty because of the coronavirus. These include increasing demands for services, higher staff absences, fewer volunteers and lower donations. More information is available on the [London Funders webpages](#).

We will continue to provide you with updates on a regular basis as the situation develops and more guidance becomes available. In the meantime, please do not hesitate to get in touch with your Provider Manager or at AEB@london.gov.uk if you would like to discuss anything further. Please note that if you are in receipt of GLA European Social Funding you will receive a separate letter regarding the arrangements for these projects.

Yours sincerely,

A handwritten signature in black ink that reads "Jules Pipe". The signature is written in a cursive style and is underlined with a single horizontal line.

Jules Pipe CBE

Deputy Mayor Planning, Regeneration & Skills