

DECISION NOTICE - MAYORAL

To grant a permission or a licence, affect the rights of individuals, to award a contract or incur expenditure over £250k, to amend budgets, or apply a Key Decision over £500k.

DECISION INFORMATION		
1. DECISION TITLE	Adult Education Budget – Contract Awards to Independent Training Providers for 2022/23 academic year	
2. DECISION No.	MDN40-2022	
3. DECISION DATE	20.09.22	
4. FORM AUTHOR	Name: Parminder Singh Garcha, SRO – Adult Education Email: Parminder.singhgarcha@cambridgeshirepeterborough-ca.gov.uk	
5. DESCRIPTION OF DECISION	Approval of contract awards to Independent Training Providers (ITPs) for the 2022/23 academic year, from the devolved Adult Education Budget (AEB) and National Skills Fund. Approval of an increase to the commission from £3.8m, to up to £4.5m. Delegate authority to enter and sign contracts for services with the ITPs. This decision was due to made at the Combined Authority Board of 21 September 2022, following recommendation at the Skills Committee of 5 September 2022. Due to the Board being rescheduled, the Mayoral Decision Notice is required to expediate the signing of contracts with ITPs, so that learners are not disadvantaged by delays to delivery.	
6. AUTHORITY FOR DECISION	Mayor Dr Nik Johnson	
7. DECISION TYPE	Mayoral	
8. DECISION OWNER	Fliss Miller Interim Associate Director - Skills	
9. KEY DECISION INFORMATION	FORWARD PLAN DATE	
	FORWARD PLAN NUMBER	
	DATE OF DECISION	
	DATE REPORT PUBLISHED	
	APPROVAL HYPERLINK	
	IMPLEMENTATION DATE	
	EXEMPT INFO/ ANNEX	
DECISION OVERVIEW		
10. SUMMARY OF REQUIREMENTS	1) Approval of the contract awards with the providers detailed below, for the 2022/23 academic year, following a successful and rigorous procurement process	

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	<p>2) Approval to increase the commission from £3.8m to £4.5m</p> <p>3) Delegation of authority to the Interim Associate Director of Skills in consultation with the Chief Finance Officer and Monitoring Officer to enter and sign contracts for services with the ITPs listed below:</p> <table border="1" data-bbox="399 548 1468 1720"> <thead> <tr> <th></th> <th>Independent Training Provider</th> <th>Contract Value – 2022/23</th> </tr> </thead> <tbody> <tr><td>1.</td><td>Back 2 Work Complete Training Ltd</td><td>£398,000</td></tr> <tr><td>2.</td><td>Capita PLC</td><td>£399,821</td></tr> <tr><td>3.</td><td>eVolve Your Future Ltd</td><td>£133,834</td></tr> <tr><td>4.</td><td>Futures Group Ltd</td><td>£70,249</td></tr> <tr><td>5.</td><td>GNR Training Ltd</td><td>£224,054</td></tr> <tr><td>6.</td><td>Ixion Holdings (Contracts) Ltd</td><td>£350,000</td></tr> <tr><td>7.</td><td>Learning Curve Group Ltd</td><td>£382,932</td></tr> <tr><td>8.</td><td>Pathway First Ltd t/a Pathway Group</td><td>£98,397.00</td></tr> <tr><td>9.</td><td>PeoplePlus Group Ltd</td><td>£399,096</td></tr> <tr><td>10.</td><td>The Portland Training Company Ltd</td><td>£399,985</td></tr> <tr><td>11.</td><td>Seetec Business Technology Centre Ltd</td><td>£299,976</td></tr> <tr><td>12.</td><td>Steadfast Training Ltd</td><td>£330,000</td></tr> <tr><td>13.</td><td>TCHC Ltd</td><td>£381,732</td></tr> <tr><td>14.</td><td>The Construction Skills People Ltd</td><td>£299,640</td></tr> <tr><td>15.</td><td>The Skills Network</td><td>£375,014</td></tr> <tr><td></td><td>TOTAL</td><td>£4,542,730.50</td></tr> </tbody> </table>		Independent Training Provider	Contract Value – 2022/23	1.	Back 2 Work Complete Training Ltd	£398,000	2.	Capita PLC	£399,821	3.	eVolve Your Future Ltd	£133,834	4.	Futures Group Ltd	£70,249	5.	GNR Training Ltd	£224,054	6.	Ixion Holdings (Contracts) Ltd	£350,000	7.	Learning Curve Group Ltd	£382,932	8.	Pathway First Ltd t/a Pathway Group	£98,397.00	9.	PeoplePlus Group Ltd	£399,096	10.	The Portland Training Company Ltd	£399,985	11.	Seetec Business Technology Centre Ltd	£299,976	12.	Steadfast Training Ltd	£330,000	13.	TCHC Ltd	£381,732	14.	The Construction Skills People Ltd	£299,640	15.	The Skills Network	£375,014		TOTAL	£4,542,730.50
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11. PROJECT BACKGROUND	<p>Under orders made from the Local Democracy, Economic Development and Construction Act 2009, adult education functions from the Apprenticeships, Skills, Children and Learning Act 2009 were transferred from the Secretary of State for Education to Cambridgeshire and Peterborough Combined Authority from August 2019.</p>																																																			

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	<p>A recurrent ring-fenced budget of c£12m per academic year has been allocated to the Combined Authority to discharge the transferred duties. In addition, c£0.9m has been delegated as part of the Free Skills for Jobs offer (previously known as the Level 3 Adult Offer, under the Lifetime Skills Guarantee) from the National Skills Fund. As AEB is a devolved and ring-fenced budget, underspends from previous years are ‘recycled’ back to providers for delivery of learning. There is c£2.3m of ‘recycled’ AEB being held in reserve that will now be contracted in 2022/23.</p> <p>At its meeting on 5 September 2022, the Skills Committee received a report regarding the proposed contract awards from the devolved AEB and National Skills Fund allocations, to ITPs. The committee unanimously approved the following recommendations:</p> <p>The Skills Committee is recommended to:</p> <p>a) Recommend that the Combined Authority Board approve the contract awards to Independent Training Providers for the 2022/23 academic year, from the devolved Adult Education Budget (AEB) and National Skills Fund as set out in the report and increase the commission from £3.8m, to c£4.5m</p> <p>b) Recommend the Combined Authority Board delegates authority to the Interim Associate Director of Skills in consultation with the Chief Finance Officer and Monitoring Officer, to enter and sign contracts for services with the Independent Training Providers set out in the paper.</p>							
12. FINANCE INFORMATION	VALUE OF DECISION	£4,542,730.50						
	BUDGET CODE(S)	CX0070 Adult Education Budget Programme Costs CX5145 AEB Level 3 Programme						
	BUDGET DESCRIPTION(S)	Adult Education Budget and National Skills Fund						
	FUNDING TYPE	REVENUE						
	FUNDING APPROVAL	DATE: 24 November 2021 BOARD: Combined Authority Board AEB Commissioning Approach for 2022/23						
	FUNDS AVAILABLE	<table border="1"> <thead> <tr> <th data-bbox="799 1686 1118 1787">Budget line</th> <th data-bbox="1134 1686 1481 1787">Funds available (academic year 2022/23)</th> </tr> </thead> <tbody> <tr> <td data-bbox="799 1787 1118 1888">Devolved AEB (Section 31 Grant Determination)</td> <td data-bbox="1134 1787 1481 1888">£11,977,722</td> </tr> <tr> <td data-bbox="799 1888 1118 1995">Free Courses for Jobs (National Skills Fund)</td> <td data-bbox="1134 1888 1481 1995">£994,964</td> </tr> </tbody> </table>	Budget line	Funds available (academic year 2022/23)	Devolved AEB (Section 31 Grant Determination)	£11,977,722	Free Courses for Jobs (National Skills Fund)	£994,964
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		AEB Reserve Fund (recycled funds from 2019/20 and 2020/21)	£2,336,539
		Sub-Total	£15,309,225
		Allocated to Grant Providers for 2022/23	£10,565,000
		Available funds	£4,744,225
	OTHER COMMENTS	<p>To note: Reconciliation for the 2021/22 academic year takes place in December 2022. It is estimated there will be c£1m of underspend.</p> <p>Payments to ITPs are based on actual delivery. Past delivery patterns indicate that the ITP sectors delivers c.75% of their contract value.</p>	
13. PROCUREMENT CONSIDERATIONS	DIRECT AWARD JUSTIFICATION	N/A – a full procurement process has been undertaken.	
	REGULATION RISKS	N/A	
	VFM JUSTIFICATION	Note: AEB and NSF funding is paid per qualification on national funding rates set by the DfE.	
14. LEGAL CONSIDERATIONS	LEGAL RISKS	Due to the postponement of the Combined Authority Board on 21 September, there is a risk that contracts to ITPs and delivery to learners will be delayed if this MDN is not approved. The published start date for contracts is 5 September 2022 and providers have been issued Letter of Intent.	
	CONTRACT/ GRANT INFORMATION	Contracts for Education Services	
15. CONFLICTS OF INTEREST/ MITIGATION	None		
16. SUPPORTING DOCUMENTATION	Skills Committee Report – Contract Awards to Independent Training Providers		
17. CONFIDENTIAL INFORMATION	None		

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DECISION APPROVAL/ CONSULTATION		
PROCUREMENT	NAME	Chantel Allott
	DATE	20/09/2022
	COMMENT	Compliant regulated procurement undertaken, under Light Touch Regime of Public Contracts Regulation 2015 delivering a successful outcome that meets the needs of the project as well as increasing the portfolio of providers
FINANCE	NAME	Rob Emery
	DATE	26/09/2022
	COMMENT	<p>The proposed procurement allocates the majority of the carried forward underspends from prior years and is based on the draft (unaudited) reserve position at the end of March 2022.</p> <p>As the reserve figure is draft it may change, however the risk of this moving substantially is low and the risk of overallocation is further mitigated as prior year performance of AEB suppliers suggests that less than 100% of the procured services will be delivered.</p>
LEGAL	NAME	Edwina Adefehinti
	DATE	23.9.22
	COMMENT	<p>The Constitutional requirements have been complied with including the Monitoring Officer informing the Chair of the Overview and Scrutiny Committee in accordance with Chapter 6, rule 12.1, of the intention of the Mayor to make this decision.</p> <p>In accordance with the scrutiny procedure rules, this decision would come into effect five days after the publication of this notice unless before that time any five members of the Overview and Scrutiny Committee decides to call-in the decision.</p>
CHIEF OFFICER/ DIRECTOR	NAME	Fliss Miller
	DATE	26.9.22
	COMMENT	I am content that all necessary governance has been adhered to in the procuring of these new providers and agree that the MDN is necessary due to the CA Board being cancelled. There is urgency to issue these contracts to start delivery for this academic year.



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OVERALL APPROVAL		
DECISION MAKER	NAME	Dr Nik Johnson
	DATE	26.9.22
	COMMENT	