

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No:

RE17 0022

Box 1

DIRECTORATE: Regeneration & Environment

DATE: 16/9/16

Contact Name: Eleanor Churchward

Tel. No.: 01302 735000

Subject Matter: Acceptance of funding for the Enterprise Advisor Project.

To receive £25,000.00 for the funding of the Enterprise Advisor Project to utilise and disseminate as appropriate to achieve the required outcomes.

Box 2

DECISION TAKEN:

To approve the acceptance of this grant award made available by the Careers & Enterprise Fund as part of a national initiative. The fund is provided to support activities in schools that directly result in higher quality career engagement with business and employer engagement activity.

Doncaster Skills Academy – Allocation of no more than £25,000 to Doncaster Chamber of Commerce, matching resources provided by Chamber Patrons, businesses and education sector. The chamber will provide one full time member of staff to take the role of Enterprise Co-ordinator for this project. The EC will be a match funded post that will be reimbursed as part of the £25k funding. There will also be a series of Business Engagement events to maximise opportunities for schools to support curriculum development. All these activities will achieve the required outcomes for the EAN project.

It will be spent during the **2016/17 academic** year (up to 31 July 2017).

Box 3

REASON FOR THE DECISION:

Give relevant background information

A pilot was undertaken during the 2014/2015 academic year to identify gaps in provision, support school action plans; identify good practice and activities already taking place. This pilot worked in conjunction with the existing project Doncaster Skills Academy and aimed to build upon that work extending business interaction and embedding this support as part of senior leadership teams within school.

During 2015/2016 the Enterprise Adviser Network was established in Sheffield City Region between four partner authorities – Barnsley, Sheffield, Rotherham and Doncaster. Doncaster achieved the required aims for the 2015/16 project and as part

of the national initiative to extend this, have now been offered this further opportunity to continue in 2016/17.

There are now 18 schools and Doncaster College signed up to the project ethos and most have a dedicated EA nominated for their institution. It is now the intention to extend this to all SEND schools so that there is a consistent approach across the whole of Doncaster with regard to business engagement. As part of the project in this second year it is also intended to extend the EA Network to provide a directory of business contacts willing to support school activities.

Doncaster Skills Academy is an existing bespoke package of support available to Doncaster schools consisting of a variety of modules covering three key areas of activity: aspiration and awareness, employability and Work Readiness and Commerciality. The Skills Academy offers students real life work experiences and support from local businesses through a variety of means. This money will be used to:

- Support the development of more impactful and sustainable delivery tools and mechanisms.
- Grow the project to support more young people in more schools.
- Plug gaps in provision and allow for services to be developed to engage Governors, Senior Leaders and Teachers. The Chamber's indicative funding profile for the programme is set out below:

The additional payment requirements will be to ensure the outcomes of this project are able to utilise and expand upon work previously undertaken.

All money will be spent during the academic year of 2016/17.

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:**

If other options were considered, please specify and give reasons for recommended option

Options:

It is agreed – The work would begin immediately using the current resource provision from Doncaster Chamber in order to retain the integrity of the project to date without any disruption to current EA Network partnerships that were developed over the last academic year. It will use their business network and contacts which are required for this project to achieve any outcomes. It will involve key members of their team organising activities and meetings to support the development of these associated activities in schools/college.

It is not agreed – The local authority would be required to source further core funding and staff resources to retain the reputation of previous work and the current EA Network. This would require reaching out to an unknown market and possible reputational damage to the previous relationships that have been developed with school leaders to date. Within this timeframe this would not be a viable option to realistically achieve any outcomes.

An alternative approach is sourced – This project was launched on the 1st September 2016. There is no time to provide a procurement exercise in order to establish an alternative network or provision to deliver. There are no resources within the team to deliver this project.

Box 5**LEGAL IMPLICATIONS:**

Section 1 of the Localism Act 2011 provides the Council with the power to do anything that an individual may generally do.

When accepting the funding from Sheffield City Region, the Council must ensure that the terms and conditions of the funding agreement is complied with, and the funding must only be used in for the purpose referred to in the funding agreement. Failure to do so could invoke claw back of the grant.

The use of this grant to pay for external resources from Doncaster Chamber of Commerce requires a legal agreement. An existing waiver is in place in relation to the Councils contract procedure rules.

Name: Debra Buckingham Signature: Debra Buckingham Date: 15/02/17

Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6**FINANCIAL IMPLICATIONS:**

The Council has secured a grant of up to £25,000 from the Careers and Enterprise fund, via Sheffield City Region, to support an Enterprise Advisor Project. It is proposed to utilise the funding to contract with Doncaster Chamber to continue the work already undertaken with Doncaster schools and businesses as part of their Skills Academy to deliver the Enterprise Advisor initiative. The delivery period for this funding is between 1st September 2016 and to 31st July 2017. The budget will be monitored within the Advice Transition and Quality team of the Skills and Enterprise service area.

No expenditure should be committed until the funding agreement is in place and signed by all parties. All expenditure incurred in relation to the project must be eligible and comply with the terms and conditions of the funding agreement.

Name: Bev Crossley Signature: Date: 27/01/2017

Signature of Chief Financial Officer & Assistant Director of Finance (or representative)

Box 7**HUMAN RESOURCE IMPLICATIONS:**

There are no HR implications.

Name: V Tyson Signature: Date: 24/02/17

Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8**PROCUREMENT IMPLICATIONS:**

The allocation of further grant funding will enable the continuation of the current services being provided by Doncaster Chamber of Commerce, the service which is currently provided under the auspices of an existing CPR waiver [CPR/15/12/0002] This waiver enables the additional funding to be allocated to the incumbent, should such funding be made available, extending the service to March 2017 and negating the need to open up competition.

Name: S Duffield Signature Date: 14/02/17

Signature of Assistant Director of Finance & Performance (or representative)

Box 9**ICT IMPLICATIONS:**

There are no anticipated ICT implications in relation to this decision.

Name: Peter Ward (ICT Strategy Programme Manager)

Signature: **Date:** 27/02/17

Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10

ASSET IMPLICATIONS:

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets.

Name: David Stimpson, Property Manager

Signature: **Date:** 24.02.2017

Property Manager – on behalf of Assistant Director of Trading Services and Assets

Box 11

RISK IMPLICATIONS:

To be completed by the report author

Skills Academy

Without the additional resource, the status quo will be maintained and the provision of careers advice and guidance in secondary schools will remain disparate and under-resourced.

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12**EQUALITY IMPLICATIONS:****To be completed by the report author**

Decision makers must consider the Council's duties under the Public Sector Equality Duty at s149 of the Equality Act 2010. The duty requires the Council, when exercising its functions, to have 'due regard' to the need to eliminate discrimination, harassment and victimisation and other conduct prohibited under the act, and to advance equality of opportunity and foster good relations between those who share a 'protected characteristic' and those who do not share that protected characteristic.

Name: Eleanor Churchward **Signature:**
(Report author)**Date:** __16/9/2016__**Box 13****CONSULTATION****Officers**

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

Box 14

INFORMATION NOT FOR PUBLICATION:

It is in the public's interest to be aware of this decision record under the Freedom of Information Act 2000, therefore this decision will be published in full, redacting only signatures.

Name: Joan L'Amie Signature: Joan L'Amie Date: 28th February 2017
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: _____ Scott Cardwell _____ Date: 1 March 2017 _____
Scott Cardwell, Assistant Director Development

Signed: _____ Date: _____
Additional Signature of Chief Financial Officer or nominated
representative for Capital decisions (if required)

Signed: _____ Date: _____
Signature of Mayor or relevant Cabinet Member consulted on the above
decision (if required).

- This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.
- A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.
- A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.
- A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox