

Decision Making Report

Report for: Liz Skelland, Head of Programme Management, Regeneration and Economic Development

Item number: N/A

Title: **Adult Education Budget Adult Skills delivery:** Waive the requirement to tender under CSO 10.01.1 in order to award contract to Collage Arts for the provision of vocational training

Report authorised by: Simon Beer, Head of Haringey Adult Learning Service

Lead Officer: Simon Beer, T. 020 8489 2566, Simon.beer@haringey.gov.uk

Ward(s) affected: N/A

**Report for Key/
Non Key Decision:** Non key decision

1. Describe the issue under consideration

1.1 The report is seeking authority for:

A waiver of Contract Standing Order (CSO) (requirement to tender) under CSO 10.01.1 and award the contract to Collage Arts to provide vocational training in Creative and Design Industries and Digital Technology Industries at Level 2 as part of delivery of Adult Education Budget (AEB) contract with GLA.

2. Recommendations

For the Head of Programme Management, Regeneration and Economic Development to:

2.1 waive the requirement to tender under CSO 10.01.1 and to

2.2. award the contract to Collage Arts for the amount of £15,901.61. This is to provide adult skills training as part of delivery of the GLA Adult Education Budget (AEB) contract 2020-21.

3. Reasons for decision

3.1 Haringey Adult Learning Service (HALS) is requesting approval to retroactively award contract to Collage Arts to provide vocational training in Creative and Design Industries and Digital Technology Industries at Level 2 to Haringey residents as part of Adult Education Budget delivery for the amount of £15,901.61 between May 2021 to July 2021.

- 3.2 Haringey Adult Learning Service (HALS) has had to refocus its sub-contracting arrangements away from community learning funded provision towards adult skills provision in order to meet adult skills targets for the 2020-21 year.

By subcontracting with Collage Arts, Haringey Adult Learning Service will be able to meet its target for adult skills delivery, recruitment for which has been impacted by Covid.

As per delivery breakdown below Collage Arts will deliver projected accredited outcomes for 19 learners as part of the delivery of GLA Adult Education Budget (AEB) contract for 2020-21. Projected funding spend with Collage Arts after 13% management fee deduction will be £13,834.41.

3.3 Delivery outputs by Collage Arts

Learning Aim Reference	Learning Aim Title	Learner numbers	Projected funding
60317565	Level 2 Cert in Skills working in the Digital Technology Industries	12	£9788.14
60317310	Level 2 Certificate in Skills for working in Creative and Design Industries	7	£6113.47
Total projected funding			£15,901.61
Total projected funding after 13% management fee deduction			£13,834.41

Exceptional circumstances

- 3.4 HALS as an AEB grant-funded provider had an opportunity to apply for an additional Covid response grant allocation to meet the immediate demand for adult skills in light of the COVID-19 pandemic. This additional funding has been delivered, but has impacted the service's chances of hitting its original adult skills target. Recruitment and delivery has now been impacted by Covid for 3 successive terms and remote delivery has made hitting adult skills targets more challenging. The planned return to on-site delivery for terms 2 and 3 was non-existent in term 2 and minimal in term 3 due to compliance with Covid roadmap arrangements.

- 3.5 In these exceptional circumstances HALS has made a decision to sub-contract adult skills provision (Option 2) with a training provider Collage Arts.

Collage Arts is a local Haringey provider with an expertise and experience of successfully delivering Adult Education Budget adult skills provision at Level 2 to 4 including ESF projects.

Collage Arts is an educational charity, established in 1985, offering creative skills training to improve access to industry opportunities and to help develop

long term careers leading to better employment. Collage Arts successfully provide skills training for young people aged 8 to 28, young creatives aged 18-30, women of all ages and ethnic minorities.

3.6 The following risks were taken into consideration:

1. Inability to market and recruit learners during the pandemic and lockdown
2. Unwillingness of potential learners to travel to the training site and attend face to face learning

3.7 The risks were mitigated by:

1. Collage Arts had a waiting list of learners
2. Collage Arts is a local Haringey provider with a strong track record of delivery and engagement and is able to offer delivery online

Urgency

3.8 To meet the year end data submission timeframe, a swift decision was required to be made by HALS. The decision was made to sub-contract with a training provider (Collage Arts) who have expertise, experience and capacity to deliver AEB adult skills provision. In order to hit the target for this academic year (2020-2021) we needed to identify providers that were likely to over-achieve on contract this year (most providers, like HALS, are under performing against contract this year, due to Covid).

4. Alternative options considered.

Option 1: Do nothing

4.1 HALS to go ahead with original plans to subcontract community learning subcontract and no adult skills provision for the 2020-21 year. In effect, this meant accepting the hit on meeting the original target and risking clawback by GLA of AEB funding.

Option 2: Procure another provider

4.2 To refocus sub-contracted provision away from community learning provision (in 'normal' years, 100% of subcontracted provision has been community learning) towards adult skills, in order to meet the target. Most providers are like HALS currently underperforming against their adult skills contracts. Given the urgency and tight timescales to start the delivery to complete the training before the 31st July 2021, there was not sufficient time to procure the work in the usual way due to exceptional circumstances.

5. Background information

5.1 The relatively high numbers of residents who are low earners/low skilled workers are HALS target cohort. This group are more exposed to economic risks of the crisis, and more likely to be in sectors unable to work from home, with increased risk of redundancies and reduced wages. They are however less likely to be digitally literate and to be confident online learners.

- 5.2 During lockdown, Haringey Adult Learning Service's status as an essential service in Covid response meant additional staff were seconded from Digital Services and Communications teams at LB Haringey. This enabled a complete overhaul of service webpages and created a new online enrolment facility, ensuring that information is 100% up to date and that processes were clear, predictable and user friendly for those in lockdown. This provides us with the ability to market, recruit and enrol at pace. We have taken every step we can to deliver our adult skills targets for 2020-21 through remote delivery.

6. Contribution to strategic outcomes

- 6.1 Haringey Adult Learning provision contributes to objectives in the Haringey Council's Borough Plan (2019 – 2023).¹

- 6.2 The service is already closely aligned with council strategies (in particular employment and skills, health) and focuses all of its existing AEB in the east of the borough in wards with higher levels of disadvantage. Our track record of engaging, upskilling and involving learners in the east of the borough is good. We have a strong local reputation and excellent links with local communities and the voluntary sector. Collage Arts is similarly committed to local delivery and has successfully delivered adult skills provision in the locality.

- 6.3 For HALS, the primary focus of contribution to the Borough Plan is outcome 15:

A Borough where all residents have access to training and skills development opportunities and more people are supported into work.

HALS also contributed to outcomes 8 and 9 in the Borough Plan:

All adults are able to live healthy and fulfilling lives, with dignity, staying active and connected in their communities;

Strong communities where people look out for and care for another.

- 6.4 There is a clear overlap between Borough Plan objectives and the three outcome areas identified by the Greater London Authority (GLA) in *Skills for Londoners* for the Adult Education Budget (AEB) of Work, Health and Social Integration. The service is working collaboratively through a grouping on central London local authority adult education services (LLLC) to shape approaches and plans against this strategy.

7. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

Finance

¹ Haringey Borough Plan (2019 -2023)

<https://www.haringey.gov.uk/local-democracy/policies-and-strategies/borough-plan>

N/A.

Procurement

N/A.

Legal

N/A.

Equality

N/A.

8. Use of Appendices

N/A.