

Haringey Council
Written Statement/Record of a decision made by an officer under delegated
authority

Decision Maker (Post Title)	Head of Programme Management, Regeneration and Economic Development
Subject of the decision	Contract award to Seedbed Consulting for project management of the Haringey Learns Multiply Programme
Date of decision	4 th November 2024
Decision	For the Head of Programme Management, Regeneration and Economic Development, to waive Contract Standing Order (CSO) 8.03 in accordance with CSO 10.01.1 (b) and 10.01.2 (d) (ii) and award a contract to Seedbed Consulting from September 2024 to March 2025 to enable continuity of project management of Haringey Learns Multiply Programme.
Reasons for the decision	<p>Haringey Learns' contract for Multiply funding runs from 2022 – 2025, and Seedbed Consulting has successfully delivered the first two years (2022 – 2023 and 2023 – 2024). They are required to deliver the final year of the project, which will include a growth request. The service needs to ensure it delivers the final year and has from September 2024 to March 2025 to do so.</p> <p>Seedbed Consulting has a strong track record of working with the service and community partners in the borough.</p>
Details of any alternative options considered and rejected by the officer when making the decision	<p>Two options were considered:</p> <p>Option 1: Do nothing: not a viable option. Haringey Learns requires a Functional Skills specialist to be able to deliver the final year of the Multiply outputs and does not have the capacity in-hour to deliver this.</p>

	<p>Option 2: Go out to tender: Due to the existing experience and expertise of the current provider, and with the associated timescales to tender the works any delays would risk delivery of the programme.</p>
<p><u>Conflicts of interest - Executive decisions</u></p> <p>Details of any conflict of interest declared by a Cabinet Member who is consulted by the officer which relates to the decision and details of dispensation granted by the Council's Head of Paid Service</p>	<p>None</p>
<p><u>Conflicts of interest Non executive decisions</u></p> <p>Where the decision is taken under an express delegation e.g. by a Committee, the name of any Member who declared a None Disclosed Page 2 of 8 conflict of interest in relation to this matter at the committee meeting,</p>	<p>None</p>
<p>Title of any document(s), including reports, considered by the officer and relevant to the above decision or where only part of the report is relevant to the above decision, that part)</p> <p>These documents need to be attached to the copy of this record/statement kept by the Authority but must not be published if they contain exempt information</p>	<p>N/A</p>
<p>Reasons for exemption with reference to categories of exemption specified overleaf or</p> <p>Reason why decision is confidential (see overleaf)</p> <p>Decisions containing exempt or confidential information falling within the categories specified overleaf are not required to be published.</p>	

Signature of Decision Maker	
Name of Decision Maker	David Lee, Head of Programme Management, Regeneration and Economic Development
Does the decision need to be published Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Exempt Information

Local Government Act 1972 Schedule 12A

Part 1: Descriptions of Exempt Information

1. Information relating to any individual.
2. Information which is likely to reveal the identity of an individual.
3. Information relating to the financial or business affairs of any person (including the authority holding that information).
4. Information relating to any consultations or negotiations or contemplated consultations or negotiations in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority.
5. Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
6. Information which reveals that the authority proposes -
 - (a) To give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) To make an order or direction under any enactment.

7. Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

Note: It is insufficient to simply identify a category of exemption, you must also conduct a public interest test on the basis specified in the Act as follows:

Information falling within categories 1-7 is exempt if and so long as in all the circumstances of the case the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Confidential Decisions

1. The decision contains information provided by a Government department on a non disclosure basis
2. There is a Court order against disclosure

Decision Making Report

Report for: David Lee, Head of Programme Management, Regeneration and Economic Development

Item number: N/A

Title: Contract award to Seedbed Consulting for project management of the Haringey Learns Multiply Programme

Report

authorised by: Angelique Grygorcewicz, Principal Haringey Learns

Lead Officer: Olawumi.Olanrewaju@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 seeks to award a contract to Seedbed Consulting, the enable the continuity of the project management of Haringey Learns Multiply Programme.

2. Recommendation

2.1. For the Head of Programme Management, Regeneration and Economic Development, to waive Contract Standing Order (CSO) 8.03 in accordance with CSO 10.01.1 (b) and 10.01.2 (d) (ii) and award a contract to Seedbed Consulting from September 2024 to March 2025 to the value of £29,645.00 to enable continuity of project management of Haringey Learns Multiply Programme.

3. Reason for the decision

3.1. Haringey Learns is requesting approval to contract Seedbed Consulting to provide project management for the Multiply Programme to deliver new functional programmes for residents in maths / numeracy.

3.2. The Haringey Learns Multiply contract with the GLA has run from 2022 and will cease in 2025. Seedbed Consulting has successfully delivered the first two years of the programme (2022-2024) and due their success Haringey Learns has been requested to bid for additional funding for 2024/25.

3.3. Seedbed Consulting has a strong track record in performance, and has worked with Haringey Learns on a variety of projects since 2015. These include:

- Quality improvement support including improving teaching and learning, OTLA, and performance management (2015)
- Planning and running Haringey Festival of Learning (2019)
- Support with IAG and Matrix (2021)
- Working with 55 Haringey community and voluntary sector organisations during Haringey Festival of Learning to develop a programme of learning.
- Years 1 and 2 of the Multiply programme (2022-24)

3.4. Seedbed Consulting has specialist experience of delivering Functional Skills projects, including maths programmes. This includes:

- Development and evaluation of learning pathways through work with the Institute of Education, Lancaster University and Learning and the Work Foundation.
- Training of organisations how to embed functional skills (including numeracy) and careers education into programmes of learning through work with the National Careers Service, UnionLearn, Learning Partnerships, Tribal Education, Learning and Skills Network and London Prisons.
- Work with employers to embed literacy and numeracy skills into workplace learning programmes (McDonald's, Colas Rail, Network Rail, ViTelecom)
- Project management of functional skills learning projects including developing programmes, designing monitoring instruments, on going day-to-day management, supporting organisations with quality, monitoring, budgeting, and evaluation.
- Development of materials and guidance to support community organisations to develop learning programmes and embed maths.

3.5. Improvement in numeracy in the Haringey workforce and population is one of Haringey Council's and the GLA priorities. Seedbed Consulting have a track record in supporting Haringey Learns in achieving these priorities and meeting the GLA targets for numeracy and skills delivery. The online provision also supports the needs of stakeholders in the borough, including JCP, local employers, NHS and Haringey Works, by ensuring that those taking up course or engagement opportunities can bring higher numeracy to the working environment.

3.6. The following risks were taken into consideration, when proposing this contract award. These include:

- Clawback of year 3 Multiply funding
- Low take up of Multiply opportunities by community sectors if offered through a new provided that they have no prior relationship with
- Seedbed Consulting have formed a strong relationship with the community sector, commencing with the Festival of Learning which then followed on with 2 year of delivery of the Multiply Programme.

- The availability of Seedbed Consulting to be able to deliver the work.
- The expertise, experience and capacity of Seedbed Consulting to deliver the Multiply provision.

3.7. Haringey Learns is required to meet its AEB Multiply targets of delivery activities to the value of £263,832.59 between 2022 – 2025. The Council has already received £234,187.59 of this funding.

4. Alternative Options considered

Option 1: Do nothing: not a viable option. The Council requires a Functional Skills specialist to be able to deliver the final year of the Multiply outputs and does not have the capacity in-house to deliver this.

Option 2: Go out to tender: Due to the existing experience and expertise of the current provider, and with the associated timescales to tender the works any delays would risk delivery of the programme.

5. Background Information

5.1. The Council aims to target the relatively high numbers of residents who are low earners / low skilled workers. This group are more exposed to economic risk of crisis, and more likely to be in sectors that are changing and becoming more automated. They are however less likely to be numerate and to be confident online learners.

5.2. The remit for project management of the Multiply Programme covers:

- Project design, initiation and set up accordance with DfE and GLA guidance
- Assuring compliance on eligibility, funding rules and other requirements of Multiply funding
- Develop delivery partnerships with the community and voluntary sector for engagement activities (the largest strand of the contract)
- Record keeping and monitoring instruments for all aspects of the project
- Support launch events and publicity.
- Act as a main point of contact with Haringey Communications team for marketing
- Plan and run Partner Engagement events
- Evaluate workshop proposals and ensure spread of themes, events and learning pathways are the effective embedding of maths into engagement work
- Provide exemplar materials for community groups to adapt and embed maths
- Train community and voluntary sector groups to design and deliver learning that embeds maths
- Support other Haringey Learns staff to develop all strand of the project
- Maintain communications with all aspects of the project
- Establish a wider Project Management Group and run regular meetings

- Monitor progress to targets, prepare Investment Templates for the GLA and project data for quarterly returns
- Identify under-performance and develop mitigation plans.

5.3. The service is already closely aligned with the Council's strategies (in particular employment and skills, health) and focuses all of its existing AEB in the areas with the highest levels of deprivation. Seedbed Consulting has experience of this local delivery and has successfully delivery adult skills provision in the locality.

6. Contribution to Strategy Outcomes

6.1. Good Work and Skills is a key theme identified in Opportunity Haringey. Low numeracy is a barrier to work, community participation and social integration. This specialist programme will specifically focus on supporting residents from these to gain additional numeracy skills to support them in tackling the disadvantages of lack of numeracy skills.

6.2. This project will support the delivery of the Corporate Delivery Plan Theme 8 Place and economy, Employment and Skills by helping to deliver numeracy skills targeted at those furthest from the labour market, helping residents gain employment and improve employment prospects, with a focus on obtaining Good Work.

7. Statutory Officers comments (Chief Finance Officer (including procurement), Head of Programme Management of Corporate Governance, Equalities)

Finance

n/a

Procurement

n/a

Legal [Name and title of Officer completing these comments]

n/a

Equality

n/a

8. Use of Appendices

n/a