

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

Decision Maker (Post Title)	Anna Blandford, Assistant Director Regeneration Economic and Development
Subject of the decision	A delegated decision is required under CSO 10.02 (a), to extend the Council's business support contract with Hustle & Heels Ltd to deliver additional services and outputs.
Date of decision	17 December 2024
Decision	To approve a variation to the Council's contract with Hustle & Heels Ltd, to deliver additional business support services and outputs for an additional £40,000, in accordance with Contract Standing Orders (CSO) 10.02 (a).
Reasons for the decision	<ul style="list-style-type: none"> • The programme delivery partner (Hustle & Heels, H &H) has delivered the contracted business support services and outputs for strands 2 and 3 of the existing contract - namely "business support for small businesses that are struggling" and "support for new start-ups" respectively. • H&H are, therefore, not taking on new enquiries or applications for business support under these two strands. However, there is ongoing high demand for support from these strands. The scale of demand for these strands is such that H&H has started to compile a waiting list of small businesses and local residents wanting to receive support. • The Haringey Business Support Programme is currently the only programme of its kind in the borough. Without the variation, there will be no programme providing intensive, face-to-face 1:1 business support advice and support for micro/small businesses, who are struggling and for residents wanting to start up their own businesses. • A delegated decision is, therefore, required to extend the Council's Business Support contract with H & H to help address this significant demand- by delivering additional business support services and outputs. This will include the provision practical 1:1 business advice and support to 50 small businesses- to help them manage through business difficulties, develop, and safeguard jobs as well as local residents wanting to start up their own businesses. • In addition, to helping address the significant demand from local small businesses and potential entrepreneurs- the contract variation will enable the

	<p>Council to utilise a forecast £40,000 underspend from the SIP2 Business Support & Workspace programme. This Government funded programme needs to be spent by 31 March 2025 - otherwise the Council will lose the grant funding.</p> <ul style="list-style-type: none"> • Finally, the contract variation will build on the success of the existing contract, which to date, has delivered a range of business support and advice to 96 businesses- including to struggling small businesses, growth potential businesses and residents wanting to start up new businesses.
<p>Details of any alternative options considered and rejected by the officer when making the decision</p>	<p>The following alternative options were considered:</p> <p>(i) Do Nothing This option was rejected because it would have resulted in the Council losing external grant funding to provide much needed 1:1 business support and advice to micro/small businesses, who are struggling and support for residents wanting to start up their own businesses.</p> <p>(ii) Re-commission the provider of the existing contract by extending the contract. This option was selected for the following reasons:</p> <ul style="list-style-type: none"> • The Council procured the contract with Hustle & Heels through a competitive tender process. • H&H has successfully delivered the contract and exceeded some of their contracted outputs. By extending the contract, it will build on the success of the existing contract and ensure continuation of business support provision in the borough- delivered by a business support organisation with a proven experience and track record of successfully delivering the current business support service and contracted outputs. • It will ensure the continuous use of exist infrastructure, systems, and procedures (including marketing & promotion, branding, business/client recruitment & selection processes, monitoring, and output recording systems) – developed by the current provider working with the Council's Inclusive Economy Team. • The variation will ensure the forecast 40k SIP underspend is utilised, in time, for activities that benefit local businesses and economy – instead of the Council losing the Government funding for not spending the grant by the 31 March 2025 deadline.

<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>N/A</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 conflict of interest in relation to this matter at the committee meeting,</p>	<p>N/A</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>Reasons for exemption with reference to categories of exemption specified overleaf, or</p> <p>Reason why decision is confidential (see overleaf)</p> <p>Note: decisions containing exempt or confidential information falling within the categories specified overleaf are not required to be published.</p>	<p>N/A</p>
<p>Communicating your decision: Who needs to know about this decision and is a plan in place to tell them? (officers in your department, in other departments where necessary, members, external stakeholders).</p>	<p>N/A</p>
<p>Signature of Decision Maker</p>	
<p>Name of Decision Maker</p>	<p>Anna Blandford</p>

<p>Does the decision need to be published?</p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	
---	--

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 REPORT

Report for: Delegated decision

Item number: n/a

Title: Haringey Business Support Programme Contract Variation

Report authorised by: Keith Trotter, Interim Local Economy Lead

Lead Officer: Eric Osei, Inclusive Economy Officer

Ward(s) affected: N/A

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

1. Describe the issue under consideration.

- 1.1 A delegated decision is required under CSO 10.02 (a), to extend the Council's Haringey Business Support contract with Hustle & Heels Ltd to deliver additional business support services and outputs utilising a forecast £40,000 SIP2 funding underspend. CSO 10.02 (a) states that a director (or a delegated authority) may authorise a variation or variation to a contract provided the value of the variation of variation is less than £500,000.
- 1.2 The original contract was valued £90,000. This report seeks authority to increase the contract by £40,000 to £130,000 to deliver additional business support services and outputs, to meet significant demand from local small businesses and potential entrepreneurs, for tailored, 1:1 business advice and support.
- 1.3 The value of the proposed variation contract is fully budgeted for within the Business Support & Workspace SIP2 (Strategic Investment Pot) programme external grant funding of £775,000.

2. Cabinet Member Introduction

- 2.1 N/A.

3. Recommendations

- 3.1 To approve a variation to the Council's contract with Hustle & Heels Ltd, to deliver additional business support services and outputs for an additional £40,000, in accordance with Contract Standing Orders (CSO) 10.02 (a)

4. Reasons for decision

- 4.1 The programme delivery partner (Hustle & Heels) has delivered the contracted business support services and outputs for strands 2 and 3 of the existing contract - namely "business support for small businesses that are struggling" and "support for new start-ups" respectively).
- 4.2 H&H are, therefore, not taking on new enquiries or applications for business support under these strands. However, there is ongoing high demand for support from these strands. The scale of demand for these two strands is such that H&H has started to

compile a waiting list of small businesses and local residents wanting to receive support.

- 4.3 The Haringey Business Support Programme is currently the only programme of its kind in the borough. Without the variation, there will be no service providing intensive 1:1 business support advice and support for micro/small businesses who are struggling and for residents wanting to start up their own businesses.
- 4.4 The variation programme will provide 1:1 support to 50 small businesses of which:
- 40 will be existing businesses to help them manage through business difficulties, develop, and safeguard jobs.
 - 10 new start-ups – targeted at local residents who want to start up their own businesses or become self-employed.
- 4.5 A delegated decision is, therefore, required to extend the Council’s Business Support) contract with H & H to help address this significant demand by delivering additional business support services and outputs.
- 4.6 In addition to helping address the significant demand from local small businesses and potential entrepreneurs as well as delivering the SIP business support aims - the contract variation will enable the Council to utilise a forecast £40,000 underspend from the SIP2 Business Support & Workspace programme. This Government funded programme needs to be spent by 31 March 2025, otherwise the Council will lose the grant funding.
- 4.7 The contract variation will build on the success of the existing contract, which has delivered many positive outputs and benefits to local small businesses and residents. Some of the outputs and forecast outcome are outlined below:
- 34 small businesses with growth potential- supported to achieve moderate growth and safeguard jobs.
 - 35 struggling micro/small businesses provided with practical business advice and support - to survive, develop and safeguard jobs.
 - 27 local residents supported to start small businesses or become self-employed.
 - By 31 March 2025, the existing programme is set to create 10 new jobs; help start 20 new businesses; and safeguard 30 jobs.

5. Alternative options considered.

5.1 The following alternative options were considered:

- (i) Do Nothing - This option was rejected because it would have resulted in the Council losing external grant funding to provide much needed 1:1 business support and advice to micro/small businesses, who are struggling and support for residents wanting to start up their own businesses.
- (ii) Re-commission the provider of the existing contract by extending the contract. This option was selected for the following reasons:
- The Council procured the contract with Hustle & Heels through a competitive tender process.
 - H&H has successfully delivered the contract and exceeded some of their contracted outputs. By extending the contract, it will build on the success of the existing contract and ensure continuation of business support provision in the borough- delivered by a business support organisation with a proven

experience and track record of successfully delivering the current business support service and contracted outputs.

- It will ensure the continuous use of exist infrastructure, systems, and procedures (including marketing & promotion, branding, business/client recruitment & selection processes, monitoring, and output recording systems) – developed by the current provider working with the Council’s Inclusive Economy Team.
- The variation will ensure the forecast 40k SIP underspend is utilised in time for activities that benefit local businesses and economy – instead of the Council losing the Government funding for not spending the grant by the 31 March 2025 deadline.

6. Background information

6.1 LBH commissioned Hustle & Heels Ltd (H&H), in December 2023, to deliver the Haringey Business Support Programme – aimed at providing practical 1:1 business support and advice to 90 small businesses and start-ups. The original contract was procured through a competitive tender process (involving tender submissions from 3 suppliers) in which Hustle & Heels Ltd was awarded a contract of £90,000 to deliver the service.

6.2 The programme has 3 strands:

- Strand 1: Support for growth potential businesses
- Strand 2: Support for small businesses that are struggling or just managing.
- Strand 3: Support for residents to start their own businesses.

6.3 H&H has delivered strands 2 and 3 business support outputs before the contract end date of 31 March 2025. However, there is significant demand from businesses and residents requiring support from the mentioned strands. H&H have started compiling a waiting list of businesses and residents wanting to receive support from the programme.

6.4 Given the demand from businesses, and as there is currently no such business support service of its kind, there is a gap in provision to support small businesses that are struggling as well as residents wanting to start up their own businesses.

7. Contribution to strategic outcomes

7.1 This business support project will contribute to the delivery of the Corporate Delivery Plan Theme 8 Place and economy, outcome area building an inclusive economy. It will directly support the action to support high streets, town centres, local businesses, and industrial estates as destinations to flourish through business support, advice, and access to funding.

7.2 The Programme will also directly contribute to Opportunity Haringey Theme 1 – Job Creation., action to provide and signpost our businesses to the support they need. Local businesses will be able to access support through this project to survive and grow to further help economic growth in the area.

8. Statutory Officers comments (Finance, Legal, Equalities)

8.1 Finance

This report seeks approval for a contract variation to Hustle & Heels Ltd, to deliver additional business support services and outputs for an additional £40,000. The full cost associated with the recommendation of this report will be fully funded by the

current council capital programme budget under capital scheme reference number: 458
- SIP - Northumberland PK BB & Workspace/Biz Support.

8.2 Strategic Procurement:

Procurement supports the variation to contract as this is seen to be in the Council's interest, CSO 10.02.1a allows a director to authorise a variation below £500k.

9. Equalities

9.1 The HBSP2 variation programme will be proactively promoted to all Haringey's diverse business groups, sectors, and geographic areas (with particular focus on Tottenham, Wood Green, Turnpike Lane, and Green Lanes).

9.2 Based on the emerging beneficiary data of HBSP2 and their waiting list information, it is expected that BAME (in particular Turkish/ Kurdish) and women-owned business will be key beneficiaries of the extension programme.

10. Local Government (Access to Information) Act 1985

10.1 N/A.