



Officer Decision/Mayoral Decision No.:	ODN111-2019
DECISION TITLE: Award to Procured Independent Training Providers for Adult Education Budget 2019/20 - 2022	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: Director of Business & Skills	
DATE OF OFFICER/MAYORAL DECISION: 30/04/2019	

Responsible Director/Mayor:	<i>John T Hill, Director of Business & Skills</i>
Report Author and contact details:	<i>Neil Cuttell, Programme Manager (Skills)</i>
Is it a key decision?	No
All reports will be published on the CA website. Does your report include exempt or confidential information?	No

Decision taken	<p>The Director of Business & Skills has awarded contracts for the delivery of Adult Education in Cambridgeshire & Peterborough in 2019/20 academic year (which could potentially be extended to include the 2020/2021 and 2021/2022 academic years) to the Training Providers listed below;</p> <ul style="list-style-type: none"> • Back to Work Complete Training Limited £ 461,945 • Steadfast Training £ 537,765 • The Consultancy Home Counties £ 487,880 • The Skills Network £ 427,363 • Nacro £ 131,810
Authorisation (<i>delete as appropriate</i>)	This decision was made in April 2019 by the Director of Business & Skills under delegated authority of the CPCA Board. This delegation is cited as Agenda Item 5.2 of the CPCA Board in November 2018, and was approved.
Background Information	In October 2018 the AEB Team started the process of procuring Independent Training Providers (ITPs) for the delivery of Adult Education Budget Programmes in Cambridgeshire and Peterborough for the 2019/2020 academic year. This process began with a series of Soft Market Testing Exercises to engage



potential providers of AEB and outline what our commissioning approach would be, what our expectations would be, and what the offer from the CPCA would be.

In January 2019 the Invitation to Tender was published for ITPs to consider and bid for. This Invitation expired on 14th February 2019, after which the AEB team commenced a two (2) stage evaluation process by appraising the case studies submitted by forty-two (42) ITPs. The fact that forty-two (42) case studies were submitted, was considered by the AEB team to be a good return on the investment of time in the soft market testing exercises, as initial thinking was that only 8-12 submissions might be obtained. The market had therefore responded more positively than expected and provided some interesting offers of service provision. The AEB team commenced the second stage of evaluations in March 2019 and undertook moderation reviews in early April 2019. The AEB team scored the submissions on the basis of the priorities of the Local Industrial Strategy (LIS) and the CPA Skills Strategy.

The scoring system, and evaluation protocols had to be outlined as part of the Invitation to Tender in January 2019; this was based on quality scores rather than value scores. The process was undertaken on this basis to allow flexibility to the Funding Rules, Rates and Ratios for the market to confirm the required level of investment. The ITPs were informed that the ceiling for potential investment for AEB would be £2.5m with the CPCA reserving the right not to award the entire amount.

The procurement process has been a success and the AEB team have provided an, open, transparent process that;

- Increased the level of investment in Peterborough and Fenland. whilst maintaining core learning aims in Cambridge.
- Anticipated and profiled an increase in learners in Fenland and Peterborough
- Connected Learning and Course Provision to the LIS key sectors and reduced the number of Leisure Courses.
- Reduced the number of providers operating in the area from 174 in 2017/18 to 17 in 2019/20 allowing for a contract management relationship that is robust, agile and strong in local provision.



This report follows the November 2018 Executive Report and March 2019 Executive Report providing delegated authority to the Director of Business & Skills to confirm the decision to approve ITP provision, complementing the decision to Grant fund the twelve (12) providers indigenous and contiguous to the geographical boundaries of the CPCA.

The confirmed ITP's following the procurement process are:

- Back to Work Complete Training Limited £ 461,945
- Steadfast Training £ 537,765
- The Consultancy Home Counties £ 487,880
- The Skills Network £ 427,363
- Nacro £ 131,810

TOTAL = £2, 046,762

The total value outlined represents an increase in value of the procured ITPs in the CPCA area from £944k in 2017/18 to over £2.046m. This has been achieved by reducing the number of 'out of area' providers from 174 in 2017/18. The range of courses provided is now focused on the priorities of the LIS and the CPCA's Skills Strategy and Commissioning Strategy as outlined during the procurement process. This includes course aims of;


- Understanding Digital Promotion for Business
- Preparing to work in Adult Social Care
- Functional English and Maths
- Diploma in Care
- Skills for working in transport & logistics industries
- ICT
- Business Administration
- Construction

A full list of all learning aims for procured ITPs is available and will be connected to the delivery plans provided by the Grant Funded Providers to create the full package of CPCA AEB funded programmes in the 2019/20 academic year.

This report recommends approving the contracts with



	<p>aforementioned ITPs to the previously stated values. The ITPs are to be paid based on performance with no upfront payments made by the CPCA. This means that should the ITP fail to deliver the required number of learning aims or provision full payment will not be made. The role of the Partnership Executive and Strategy Executive will be to ensure that the five (5) procured ITPs and twelve (12) Grant Funded Providers are robustly contract managed and deliver to the needs outlined of the CPCA. This is resource intensive but will deliver the outlined outcomes sought in the AEB Service Plan and Commissioning Strategy, making an improved, bespoke service.</p>	
Alternative options considered.	<p>Do Nothing – This is not a viable option, as the devolution of the AEB will commence in April 2019, and become operational with providers in August 2019. .</p>	
Financial Implications	<p>There are no financial implications relating to this decision – payments will be made to procured providers on actual results achieved in the month following supply. Providers will be monitored, and random spot checks will be carried out at visits.</p>	
Consultation	<p>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</p>	<p>Not Applicable</p>
	<p>Chief Executive</p>	<p>Not Applicable</p>
	<p>Responsible Director/Chief Officer</p>	<p>John T Hill, Director of Business & Skills</p>
	<p>Monitoring Officer</p>	<p>Howard Norris, Monitoring Officer</p>
	<p>S73</p>	<p>Gail Busher, AEB Finance Manager</p>
	<p>Portfolio Holder</p>	<p>Not Applicable</p>
	<p>Other</p>	<p>Tony Lewis, Solicitor</p>
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<p>None</p>	
Supporting documentation	<p>None</p>	

<p>Officer/Mayor signature</p> 	<p>Date 30th April 2019</p>
<p>Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register. If a public report, pass to Democratic Services and we will arrange publication.</p>	