



Officer Decision/Mayoral Decision No:	ODN114-2019
DECISION TITLE: Cambridge Insight Data & Analytical Support for Adult Education Budget 2019/20 and 2020/21	
NAME OF OFFICER/MAYOR EXERCISING DELEGATED POWERS: Director of Business & Skills	
DATE OF OFFICER DECISION: 07/06/2019	

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	To commission Cambridge Insight to undertake data and analytical support for the AEB Service as part of the CPCA for 2019/20 and 2020/21 to the value of £60,000 in year 1 and £60,000 +inflation value for year 2.
Authorisation (<i>delete as appropriate</i>)	This operational decision was made by the Director of Business & Skills under delegated authority of the CPCA Board.
Background Information	<p>On the 30th August 2018 the Chief Executive signed a Officer Key Decision for Data and Analytical Support for the AEB Service for a minimum of two years starting in September 2018 and extending yearly for up to 5 years. In November 2018 the CPCA Executive agreed to the top slicing of the AEB to ensure that the operability of service could be delivered post April 2019. The Data and Analytical Support activity was specifically stipulated within the budget outline.</p> <p>In April 2019 the AEB Team worked with Cambridge Insight to determine the requirements of data and analytical support for September 2019 onwards. The devolution of the AEB, and the learning and understanding the team have developed in running this new local service has identified a requirement for a slightly enhanced need.</p> <p>The service will offer;</p> <ul style="list-style-type: none"> • A specific tailored AEB Data Support for the CPCA



	<ul style="list-style-type: none"> • A comprehensive strategic analysis of AEB Data • The development of relationships with central government departments and other MCAs • Support in connecting any new CPCA Funding systems with data design parameters <p>The requirement for data support is fundamental in the understanding and knowledge of what the AEB has previously been spent on. The data also provides analysis of learners, learning aims, geography, investment and value. It is therefore critical in managing the service, and future design and shape of key strategies and plans including the CPCA Commissioning Strategy.</p> <p>A specification of works has been developed and will form part of a new contract superseding the current contract.</p> <p>The value of the Contract is £60,000 which is slightly higher than originally planned at £55,000, however the AEB team will reprofile some of the resource allocated within the 4.9% top slice to resource this important aspect of the AEB service.</p>														
Alternative options considered.	<p>Do Nothing; This is not a viable option as it will not allow the service to be managed appropriately.</p> <p>Continue with the existing Contract; This is not a viable option as it will only provide some 70% of the needed requirements of the service.</p>														
Financial Implications	There are no financial implications for the services required from Cambridge Insight for the data and analytical support proposed to the value of £60,000 per annum.														
Consultation	<table border="1"> <tr> <td data-bbox="529 1487 1011 1608"><i>List any relevant consultation undertaken in relation to the decision. For example; portfolio holders, other Chief Officers.</i></td> <td data-bbox="1011 1487 1495 1608"><i>Not Applicable</i></td> </tr> <tr> <td data-bbox="529 1608 1011 1648"><i>Chief Executive</i></td> <td data-bbox="1011 1608 1495 1648"><i>Not Applicable</i></td> </tr> <tr> <td data-bbox="529 1648 1011 1715"><i>Responsible Director/Chief Officer</i></td> <td data-bbox="1011 1648 1495 1715"><i>John T Hill, Director of Business & Skills</i></td> </tr> <tr> <td data-bbox="529 1715 1011 1783"><i>Monitoring Officer</i></td> <td data-bbox="1011 1715 1495 1783"><i>Howard Norris, Monitoring Officer</i></td> </tr> <tr> <td data-bbox="529 1783 1011 1823"><i>S73</i></td> <td data-bbox="1011 1783 1495 1823"><i>Gail Busher, Finance Manager</i></td> </tr> <tr> <td data-bbox="529 1823 1011 1863"><i>Portfolio Holder</i></td> <td data-bbox="1011 1823 1495 1863"><i>Not Applicable</i></td> </tr> <tr> <td data-bbox="529 1863 1011 1904"><i>Other</i></td> <td data-bbox="1011 1863 1495 1904"><i>Tony Lewis, Solicitor</i></td> </tr> </table>	<i>List any relevant consultation undertaken in relation to the decision. For example; portfolio holders, other Chief Officers.</i>	<i>Not Applicable</i>	<i>Chief Executive</i>	<i>Not Applicable</i>	<i>Responsible Director/Chief Officer</i>	<i>John T Hill, Director of Business & Skills</i>	<i>Monitoring Officer</i>	<i>Howard Norris, Monitoring Officer</i>	<i>S73</i>	<i>Gail Busher, Finance Manager</i>	<i>Portfolio Holder</i>	<i>Not Applicable</i>	<i>Other</i>	<i>Tony Lewis, Solicitor</i>
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Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	None														



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Supporting documentation	<i>None</i>
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Officer/Mayor signature	 John T Hill Director Business & Skills	Date 7th June 2019
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***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.***