



OFFICER DECISION NOTICE (ODN) and MAYORAL DECISION NOTICE (MDN) FORM

1. Officer Decision or Mayoral Decision No.	ODN number: ODN220-2020
2. Decision Title	Signature for acceptance of Grant Funding Agreement for European Social Funding (ESF) to deliver Skills, Talent And Recruitment Hub (STAR Hub) project
3. Name of Officer/Mayor Exercising Delegated Powers:	Jon Alsop, Chief Finance Officer
4. Date of Officer/Mayoral Decision:	11/09/2020
5. Responsible Director/Mayor:	John T Hill Director Business & Skills
6. Report Author and contact details:	<i>Steve Clarke</i> <i>Strategic Funds Manager</i> <i>Cambridgeshire & Peterborough Combined Authority</i> <i>www.cambridgeshirepeterborough-ca.gov.uk</i> <i>E: steve.clarke@cambridgeshirepeterborough-ca.gov.uk</i> <i>M: +44 (0)7715 653901</i>
7. Does your report include exempt for confidential information?	NO
8. Is it a key decision? *Delete as appropriate	NO If YES, please complete Question 9.
9. KEY DECISIONS ONLY	This section only needs to be completed if the decision is a key decision.
Insert forward plan ref number	
Date when Mayor intend to make decision.	
Date report published on the website	
Implementation Date	




Does the report have any annex that contains exempt information?	NO
10. Decision taken Please consult with Legal prior to completing this section.	The Chief Finance Officer agreed to sign the Grant Funding Agreement issued from Department for Work and Pensions (DWP) for European Social Funding (ESF) towards 50% of the delivery of the STAR Hub project. By accepting the ESF funding of £2,035,547.00 there is also a commitment by CPCA to match fund an equivalent sum.
11. Authorisation *Delete as appropriate Please consult with Legal prior to completing this section.	This decision has been taken under: *General authorisation (those decisions delegated to officers as per the Constitution): 1. Delegations to the Chief Finance Officer: <i>To accept grant offers on behalf of the Combined Authority, subject to all the terms and conditions set out by the grant awarding body – (chapter 17 paragraph 5.5 in the CPCA constitution)</i>
12. Background Information	<p>As part of the Business Growth Service (BGS) the Skills, Talent And Recruitment Hub (STAR Hub) project is one of the key project themes aiming to provide support to Employers, Employees, Job seekers and individual seeking retraining or employment opportunities.</p> <p>As part of the whole BGS development process and the approvals given for the Service by the Business Board, Skills Committee and Combined Authority boards, who have approved the Strategic Outline Business Case, Outline Business Case and due to receive the Full Business Case for approval this month. The approvals were given at both SOBC and OBC stage to bid for ESF to deliver the STAR Hub project with 50% of the costs of this programme being covered by ESF.</p> <p>Now upon completion of a successful bidding process the CPCA is being offered £2,035,547 ESF through a Grant Funding Agreement with DWP.</p> <p>This Officer Decision Notice seeks approval for signing of the Grant Funding Agreement so that the CPCA can accept and receive £2,035,547 of ESF towards the STAR Hub total project value of £4,071,094. The ESF funding of £2,035,547.00 includes a commitment by CPCA to match fund an equivalent sum which is part of the BGS funding package.</p> <p>This funding will be claimed over 3 years quarterly subject to completion of satisfactory claims to DWP each quarter with evidence to support claims being provided by the contractor appointed to deliver the BGS.</p>



<p>13. Alternative options considered.</p>	<p>List alternative options considered and rejected and the reasons for rejection. NOTE: Do not leave this section blank or put 'None'. There is always an alternative even if it is to do nothing.</p> <p>Alternative options considered:</p> <p>Do not accept Grant Funding offer from DWP and then not sign the agreement – this option not recommended as it denies the delivery of this much needed skills and recruitment programme of support to the communities in CPCA area.</p>																																					
<p>14. Financial Implications</p>	<p>The Grant Funding Agreement from DWP provides £2,035,547 towards the delivery of Skills, Talent And Recruitment Hub (STAR Hub) project being delivered as part of the Business Growth Service (BGS).</p> <p>Please include:</p> <ul style="list-style-type: none"> The total cost of the STAR Hub project is £4,071,094 and is made up of £2,035,547 ESF and £2,035,547 funded from funding package allocated in the CPCA MTFP for the Business Growth Service (BGS). Budget code will be through Growth Company/BGS but CPCA/Growth Co will cashflow contractor on delivery and will claim ESF component back quarterly through DWP Whole BGS is being funded through combination of LGF, BEIS Growth Hub funding, CEC funding, further ERDF (currently awaiting award) and CPCA revenue budget already approved by CA board The budget codes for this project are being created in the MTFP for the Business Growth Service within Business & Skills directorate. <p>Strategy for the Creation of The Growth Service Delivery Fund</p> <table border="0"> <tr> <td>Total LGF Capital Equity Investment by the Business Board</td> <td>£5,407,000</td> <td>CX5060</td> </tr> <tr> <td>ERDF Funding</td> <td>£5,291,601</td> <td></td> </tr> <tr> <td>ESF Funding</td> <td>£2,035,547</td> <td></td> </tr> <tr> <td>Total ESIF Revenue Funding, Applied for by CPCA</td> <td>£7,327,148</td> <td></td> </tr> <tr> <td>CPCA budget for Growth Hub</td> <td>£738,000</td> <td>CX0097</td> </tr> <tr> <td>CPCA Skills Strategy Implementation budget</td> <td>£150,000</td> <td>CX0069</td> </tr> <tr> <td>Local Ind Strategy Implementation budget</td> <td>£150,000</td> <td>CX0125</td> </tr> <tr> <td>CPCA contract with Careers Enterprise Company</td> <td>£240,000</td> <td>CX0087</td> </tr> <tr> <td>CPCA Enterprise Zone businesses rates receipts</td> <td>£927,000</td> <td>CX5085</td> </tr> <tr> <td>Total CPCA Revenue Allocation from the CPCA 2020/21-22/23 MTFP</td> <td>£2,205,000</td> <td></td> </tr> <tr> <td>Total SME contributions to the growth coaching service</td> <td>£4,500,000</td> <td></td> </tr> <tr> <td>Total Growth Service Delivery Fund for Procurement of the Service</td> <td>£19,439,148</td> <td></td> </tr> </table>		Total LGF Capital Equity Investment by the Business Board	£5,407,000	CX5060	ERDF Funding	£5,291,601		ESF Funding	£2,035,547		Total ESIF Revenue Funding, Applied for by CPCA	£7,327,148		CPCA budget for Growth Hub	£738,000	CX0097	CPCA Skills Strategy Implementation budget	£150,000	CX0069	Local Ind Strategy Implementation budget	£150,000	CX0125	CPCA contract with Careers Enterprise Company	£240,000	CX0087	CPCA Enterprise Zone businesses rates receipts	£927,000	CX5085	Total CPCA Revenue Allocation from the CPCA 2020/21-22/23 MTFP	£2,205,000		Total SME contributions to the growth coaching service	£4,500,000		Total Growth Service Delivery Fund for Procurement of the Service	£19,439,148	
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<p>15. Comments from finance</p>	<p>There are no other financial implications other than those mentioned in 14. The project has been fully costed and cash flowed using a mixture of funding streams. The acceptance of this grant funding is a key element of the project.</p>																																					
<p>16. Comments from legal case holder where relevant</p>	<p>The Grant Funding Agreement and associated documentation have been reviewed by legal services which confirms it is fit for CPCA's purpose to sign.</p>																																					
<p>17. Consultation</p> <p>Please retain emails to show that relevant officers have approved</p>	<p>* Please tick relevant consultees on this decision.</p>	<p>Please insert the name of consultee and date of written approval</p>																																				
	<p>Chief Executive*</p>	<p>N/A</p>																																				



the intended decision.	<i>Responsible Director/Chief Officer*</i>	<i>John T Hill, Director Business & Skills, 11/09/2020</i>
	<i>Monitoring Officer*</i>	<i>Robert Parkin, Monitoring Officer, 11/09/2020</i>
	<i>S73*</i>	<i>Jon Alsop, Chief Finance Officer, 14/09/2020</i>
	<i>Portfolio Holder*</i>	<i>N/A</i>
	<i>Other*</i>	<i>N/A</i>
18. Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	<p>List the names of any member who has been consulted on and declared an interest in relation to the decision.</p> <p><i>None</i></p>	
19. Supporting documentation	<p>List any supporting documentation available in relation to this decision <i>NOTE - all of this information must be retained for public inspection for a period of at least 4 years – there is no provision for the release of exempt/confidential information).</i></p> <p>Business Growth Service SOBC - Combined Authority Board 29/05/2019 Business Growth Service OBC – Combined Authority Board 27/11/2019 Business Growth Service FBC – Business Board 15/09/2020 Grant Funding Agreement from DWP for ESF funding to STAR Hub project</p>	
20. Officer/Mayor signature	<p>Please Include email evidence</p> <p>Signature: </p> <p>Name: J Alsop</p>	<p>Date</p> <p>17 / 09 / 2020</p>
<p>21. Please send a copy of the completed, signed form to Sue Hall so that the information can be recorded on the Decision Notice Register and for the ODN/MDN to be published on the website.</p>		