



## Executive Director/Director Non-Key Executive Decision Report

**Author/Lead Officer of Report:** Emma Beal,  
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**Report to:** Dawn Shaw, Director of Libraries and  
Communities

**Date of Decision:**

**Subject:** Enterprise Adviser Network (EAN)

Which Cabinet Member Portfolio does this relate to? People's

Which Scrutiny and Policy Development Committee does this relate to? People's and  
Family Support

Has an Equality Impact Assessment (EIA) been undertaken? Yes  No

If YES, what EIA reference number has it been given? (154)

Does the report contain confidential or exempt information? Yes  No

If YES, give details as to whether the exemption applies to the full report / part of the  
report and/or appendices and complete below:-

*"The (report/appendix) is not for publication because it contains exempt information  
under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local  
Government Act 1972 (as amended)."*

### Purpose of Report:

Following the successful Enterprise Adviser Pilot (14/15) and a further 2 year  
delivery phase (15/16 and 16/17) the Sheffield City Region Combined Authority  
(SCR) has secured involvement in the next phase of delivery (EAN - Enterprise  
Adviser Network) from 1<sup>st</sup> September, 2017 to 31<sup>st</sup> August, 2018 and subject to  
satisfactory performance this may continue to August, 2020 (2 academic years) but  
this will be subject to a further agreement.

The grant will fund 1.75 FTE enterprise coordinator posts and other programme  
expenditure.

Please note that programme has already started and expenditure has been

incurred as the grant is from September 2017. This is because of late contracting from Doncaster Chamber of Commerce and Industry (who Sheffield City Region have asked to manage the next phase of the programme) and expenditure was incurred in order to maintain the stability of the programme from the previous year.

SCC has now been advised by Doncaster Chamber of Commerce and Industry who will manage the funding for this phase, that it will receive £43,750 plus a further £8,750 one-off incentive payment following confirmation of 100% of the school/colleges/special schools being matched with an Enterprise Adviser for the period 1<sup>st</sup> September, 2017 to 31<sup>st</sup> August, 2018 to manage activity in Sheffield. The Council will provide match funding at 50% being £43,750 for the Enterprise Adviser posts with the incentive agreement being 100% grant funded.

Approval is being sought for SCC to sign the Back to Back Agreement with Doncaster Chamber of Commerce for £43,750 (plus £8,750 incentive payment) for the period 1<sup>st</sup> September, 2017 to 31<sup>st</sup> August, 2018.

### **Recommendations:**

It is recommended that the Director:

- 1) Notes the acceptance of the Doncaster Chamber of Commerce and Industry Enterprise Advisor Network grant of £43,750 and match funding by the Council of £43,750
- 2) Approves the Council entering into and signing the Back to Back Agreement with the Doncaster Chamber of Commerce and Industry to accept the Enterprise Advisor Network grant and the terms of the grant.
- 3) In consultation with the Director of Finance and Commercial services agrees to also accept any additional grant funding of up to £8,750 from Doncaster Chamber of Commerce and Industry. The amount is conditional upon meeting successful school engagement targets across Sheffield.
- 4) In consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance to take such steps as they deem appropriate to achieve the outcomes set out in this report.

### **Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*

<b>Lead Officer to complete:-</b>		
1	I have consulted the relevant departments in respect of any relevant implications	Finance: M Wassell

	indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Legal: <i>Nadine Sime</i>
		Equalities: Bashir Khan
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>Lead Officer Name:</b> <i>Ann Scott</i>	<b>Job Title:</b> <i>Head of Strategic Development and Support</i>
	<b>Date:</b>	

## 1. PROPOSAL

*(Explain the proposal, current position and need for change, including any evidence considered, and indicate whether this is something the Council is legally required to do, or whether it is something it is choosing to do)*

- 1.1 The Combined Authority has been invited by the Careers and Enterprise Company to deliver an Enterprise Advisor Network for a further three academic years from September, 2017 to August, 2020. This builds on the Enterprise Adviser Pilot (14/15) and a further two full academic year's delivery (15/16 and 16/17).

Doncaster Chamber of Commerce and Industry on behalf of Sheffield City Region will manage and co-ordinate this programme and grant Sheffield City Council funding of £43,750 (plus a further £8,750 incentive payment) to deliver enterprise activity in Sheffield. Approval is being sought for SCC to enter into a Back to Back Agreement with Doncaster Chamber of Commerce and Industry.

The grant will support the delivery of the SCR Enterprise Advisor Network until 31<sup>st</sup> August, 2018.

The Enterprise Adviser Network will continue to expand business/education activity, improve careers guidance, increase vocational training opportunities for 11-18 year olds and inform the development of the 'Learn to Work' proposal in the Sheffield City Region Growth Plan.

Business tells us that too many young people entering the labour market do so without the essential skills that would make them job ready and have limited experience of the world of work. Educationalists tell us that too many employers do not articulate their skill needs well and have unrealistic expectations of trainees. Young people, parents and carers tell us they feel ill-informed about the choices available to them and concerned about the gap between the education system and the world of work.

The rate of improvement in attainment at both 16 and 19 in SCR has not kept pace with either national averages or, crucially, international competitors. 44% of the city-region's young people still leave school without the 5 good GCSE's, including English and Maths. A fifth of these young people have still not achieved this level by age 19. Only just over half of 19 year olds achieve level 3 and this is seven points below the national average.

The skills levels required by business are continuing to rise and SCR cannot secure the level of economic growth and competitiveness to

which it aspires unless it improves its education outcomes and unless young people are properly prepared for the jobs of the future.

The Enterprise Advisor Network will build on the Enterprise Adviser Pilot that operated in 36 schools during 2014/15 and 80 schools in 2015/16 and 16/17 together with the considerable experience and success already in SCR.

For example, in Sheffield, the Master Cutlers' Made in Sheffield (Better Learners, Better Workers) programme has secured significant success in establishing valuable school/business partnerships.

This is an employer led programme delivered in partnership between the Cutlers Company and Sheffield City Council. In just three years the programme now involves 11 schools, both colleges and operates in nine LEP growth/priority sectors, including Engineering, Manufacturing, Construction, Digital and Retail. During 15/16 and 16/17 over 500 student Ambassadors gained enhanced experiences of work through visits, work experience and project based learning opportunities. These student Ambassadors had a responsibility to share their sector knowledge with their peers. Schools used the Skills Framework and resulting Skills Passport with all their students.

The Enterprise Advisors would aim to create better access to business and schools, from all sectors and across all key stages. Key outcomes will include:

- Establishing Enterprise Adviser in 100% of South Yorkshire Schools and Colleges to establish appropriate employer engagement support to stimulate and embed their enterprise and employer engagement activity
- Identifying employers who will deliver employer and business activities including support School assemblies, curriculum activities and enterprise/work placements
- Developing and facilitating an Enterprise Adviser Network where the business volunteers (Enterprise Advisers) meet face to face locally and sub regionally

Creating a STEM network to guide and support other schools in the city-region to develop their practice and raise attainment. Enterprise Advisers from STEM sector would be key contributors to jointly create vibrant, relevant and work-based curriculum materials.

**2. HOW DOES THIS DECISION CONTRIBUTE ?**

*(Explain how this proposal will contribute to the ambitions within the Corporate Plan and what it will mean for people who live, work, learn in or visit the City. For example, does it increase or reduce inequalities and is the decision inclusive?; does it have an impact on climate change?; does it improve the customer experience?; is there an economic impact?)*

- 2.1 The Enterprise Adviser Network will expand business/education activity, improve careers guidance in schools, increase vocational training opportunities for 11-18 year olds and inform the development of the 'Learn to Work' proposal in the Sheffield Combined Authority Growth Plan.

The Enterprise Advisor Network will inform national plans for improving business/education activity.

The programme will match business volunteers (Enterprise Advisers) with the leadership teams of all South Yorkshire Secondary, Special Schools and Post 16 Colleges. This network will provide a significant forum for developing education/business partnerships.

**3. HAS THERE BEEN ANY CONSULTATION?**

*(Refer to the Consultation Principles and Involvement Guide. Indicate whether the Council is required to consult on the proposal, and provide details of any consultation activities undertaken and their outcomes.)*

- 3.1 Not applicable as we are accepting continuation funding from Doncaster Chamber of Commerce and Industry on behalf of SY Local Authorities to delivery school enterprise.

**4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

4.1 Equality of Opportunity Implications

- 4.1.1 Decisions need to take into account the requirements of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. This is the duty to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant

protected characteristic and persons who do not share it

- To help evidence meeting the requirements of the duty, we have carried out a full Equality Impact Assessment (EIA) and which is attached as Annex 2.

The Equality Act 2010 identifies the following groups as a protected characteristic:

- age
- disability
- gender reassignment
- marriage and civil partnership
- pregnancy and maternity
- race
- religion or belief
- sex
- sexual orientation

An Equality Impact Assessment has been carried out and highlights a positive impact on young people as the Enterprise Adviser Network will expand business/education activity, improve careers guidance in schools, increase vocational training opportunities for 11-18 year olds which will result in equipping young people to access the jobs of the future.

## 4.2 Financial and Commercial Implications

### 4.2.1 Key features of Doncaster Chamber of Commerce and Industry grant terms and conditions (not exclusive) are summarised as follows:

- The annual grant allocation (1st September, 2017 to 31st August, 2018) from Doncaster Chamber of Commerce and Industry to Sheffield City Council (SCC) is £43,750 and will fund 1.75 FTE Enterprise Co-ordinators. This expenditure will be match funded at 50% (£43,750) from existing LLS&C staff time. A further incentive grant payment of £8,750 (100% grant funded) is available subject to confirmation that 100% of the schools/colleges/special schools have been formally matched with an Enterprise Adviser.
- SCC is required to submit quarterly claims at various points over the year. This will include the financial claim and a progress report along with a new impact tracker.
- The grant is at risk of claw back if it is not used for the purposes intended and the required outcomes are not achieved.
- Doncaster Chamber of Commerce and Industry may request a separate signed declaration stating that the amount of grant spent and claimed has been used in line with the grant terms and

conditions and is reviewed and signed by an external auditor.

4.2.2 The Business Unit Manager will need to read, understand and comply with all of the grant terms and conditions.

4.2.3 It should be noted that the funder has experienced delays in sending a finalised version of the grant offer to SCC and as a result expenditure has already been incurred in relation to this grant.

All public sector procurement is governed by both European Legislation and UK National Law. In addition, all procurement in Sheffield City Council must comply with its own Procurement Policy, and internal regulations known as 'Contracts Standing Orders' (CSOs).

Contracts Standing Orders requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase/acquire services, goods or works must go via a competitive process.

#### 4.3 Legal Implications

4.3.1 Section 70(b) of the Education Skills Act 2008, states that the Council may provide, secure the provision of or participate in the provision of services for encouraging, enabling or assisting the effective participation in education or training of (i) young persons, or (ii) relevant young adults.

The Local Authority may accept the grant under s.1 of the Localism Act 2011, the general power of competence. It also has the power to deliver the project, to which the grant applies, under s.111 of the Local Government Act 1972.

As detailed at the start of this report the programme for the year 2017/2018 has commenced and therefore expenditure already incurred. As a result the Council has, in effect, taken on the obligations and liabilities passed on by the informal agreement it has with Doncaster Chamber of Commerce. Signing the Back to Back Agreement with Doncaster Chamber of Commerce and Industry will formalise this arrangement.

Should the grant agreement not be approved, then the Council would not receive the funding and would be at financial risk to bear the costs already incurred/ potentially to complete the programme. If as indicated in the report there is no budget set aside for this programme then there is a reliance on us signing the Back to Back Agreement and accepting the funding.

SCC will be tied into the obligations of the Agreement with Doncaster Chamber of Commerce and Industry and the decision maker needs to be happy that the Council can comply with these obligations. The Council



will provide match funding in the sum of £43,750.

SCC will be liable to and will indemnify Doncaster Chamber of Commerce and Industry against losses, damage, liability, claims or proceedings and fees associated, in connection with personal injury or death, breach of the terms of the agreement or otherwise through the default of the Council.

Doncaster Chamber of Commerce and Industry has the power to reduce, suspend or withhold grant payments for reasons (not exclusive) such as unapproved changes to the project, failure to maintain records or the grant not being used for the required purpose.

There are also claw back situations, which could apply where the project outcomes are not achieved, significant changes to the project are made or obligations are not met. The Council would then need to repay the funding.

Individuals should be employed within the normal Council recruitment process, otherwise if they are recruited as a contractor then this must be done in accordance with Contract Standing Orders. A relevant policy of insurance will also need to be maintained.

The Council must comply with all EU and State Aid rules/ regulations and ensure it is compliant during this programme. Procurements under this Agreement will be subject to Procurement rules and the Council will need to comply with these. Procurement of the works must also comply with the Council's own standing orders.

#### 4.4 Other Implications

*(Refer to the Executive decision making guidance and provide details of all relevant implications, e.g. HR, property, public health).*

##### 4.4.1 There are no other material implications.

### **5. ALTERNATIVE OPTIONS CONSIDERED**

*(Outline any alternative options which were considered but rejected in the course of developing the proposal.)*

5.1 Fund the project from existing resources – rejected as no resources available and £43,750 (plus further incentive payment of £8,750 grant available from the Careers and Enterprise Company via Doncaster Chamber of Commerce and Industry .

5.2 Do nothing – valuable activity in the City and across SCR would not take place.

### **6. REASONS FOR RECOMMENDATIONS**

*(Explain why this is the preferred option and outline the intended*

*outcomes.)*

- 6.1 The grant will support the continued delivery of the SCR Enterprise Advisor Network from 1<sup>st</sup> September, 2017 to 31<sup>st</sup> August, 2018.

The £43,750 grant funding is available for delivery together with a further incentive payment of £8,750 following confirmation that 100% of the schools/colleges/special schools have been formally matched with an Enterprise Adviser in Sheffield during the period 1<sup>st</sup> September, 2017 to 31<sup>st</sup> August, 2018.

The Enterprise Adviser Network will match all Sheffield Secondary, Special Schools and Post 16 Colleges with an Enterprise Adviser. This will expand business/education activity, improve careers guidance, increase vocational training opportunities for 11-18 year olds and inform the development of the 'Learn to Work' proposal in the LEP Growth Plan.

The funding will enable the continuation of additional activity that wouldn't otherwise take place.