

## Officer Decision Record – Executive Decision

**If Key Decision: Decision Ref. No.**

**B146 /22**

***If not a Key Decision write n/a above***

### OFFICER DECISION RECORD <sup>i</sup>

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

**Subject:** Step2Skills: Award of contract for the provision of Adult Learning across Hertfordshire for academic year 2023/24

**Type of Decision:** Executive

**Key Decision (Executive Functions only):** Yes

**Executive Member/Committee Chairman:** Terry Douris

**Portfolio (Executive Functions only):** Education, Libraries & Lifelong Learning

**Officer Contact:** Lyn Keates

**Tel:** 01992 588626

**1. Decision**

The decision has been made to award to 11 organisations to deliver provision of adult education funded by the Education and Skills Funding Agency for academic year 2023/24.

**2. Reasons for the decision**

The organisations that have been successful in receiving funding will meet the local needs of Hertfordshire.

**3. Alternative options considered and rejected**

The alternative to use the funding to deliver all provision in-house is not viable, predominantly because it wouldn't be cost effective, therefore rejected.

**4. Consultation** (*see Summary of Requirements below*)

**Was any Councillor consulted?      Yes**

**If yes:**

- (a) Comments of Executive Member/Committee Chairman
- Questioned if suppliers will have the opportunity to bid again which they will as it is year two of a three-year Framework and they can bid for in-year projects or additional funding.
  - Understand the process behind Step2Skills decision making as to why not all suppliers were funded.
- (b) Comments of other consultees
- In agreement with Step2Skills decision making process.

**5. Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

Terry Douris declared conflict of interest as a Director of Community Action Dacorum Trust.

**6. Following consultation with the Executive Member/Committee Chairman, I am proceeding with the proposed decision.**

Signed: Steven Lee-Foster

Title: Operations Director, Community & Specialist Services

Date: 12/05/2023

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.<sup>ii</sup>

## Summary of Requirements to Inform/Consult Councillors

<b>Significance of Proposed Action</b>	<b>Controversial</b>	<b>Relevant Councillor(s) to be Consulted</b>
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member and, where appropriate, Local Councillor <b>Non-Executive Functions:</b> Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	<b>Executive Functions:</b> Inform Lead Executive Member and Local Councillor <b>Non-Executive Functions:</b> Inform Local Councillor
Local	Yes	<b>Executive Functions:</b> Consult Lead Executive Member and Local Councillor <b>Non-Executive Functions:</b> Consult Local Councillor
General or County-wide	No	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) <b>Non-Executive Functions:</b> Consult relevant Committee Chairman
General or County-wide	Yes	<b>Executive Functions:</b> Consult relevant Lead Executive Member (s) and the Leader of the Council <b>Non-Executive Functions:</b> Consult relevant Committee Chairman/Leaders all Political Groups