



RECORD OF INDIVIDUAL EXECUTIVE DECISION MADE BY AN OFFICER

Decision Maker	Decision Type	Date
Interim Director of Children's Services	Administrative Decision	18 June 2018

Procurement of services to support delivery of the extended 30 hours free early education entitlement.

Exempt/Confidential Report		No
Key Decision		No

Decision (s)

To procure the services of RDE Associates and Achievement for All to deliver the approved delivery plan for the Department for Education (DfE) 30 hours Delivery Support Fund.

Reasons for the decision(s)

To seek an exemption under rule 21(3) (h) to procure services owing to the circumstances of extreme urgency.

Options/Alternatives considered

Option 1:

To procure RDE Associates and Achievement for All to deliver the packages of support as set out in Oldham's application to the Delivery Support Fund. This will enable up to 25 schools to access business planning support through RDE Associates, and 20 schools, private, voluntary and independent early years providers to benefit from one-to-one coaching through Achievement for All. The latter aims to help them to increase uptake of the free early education entitlement by children with special educational needs and disabilities.

Option 2:



To return the funding to the DfE on the basis that a tender process would make it impossible to comply with clause 4, section C of the DfE Memorandum of Understanding, which states that:

'The Grant Recipient is required to spend all of the grant by 31st August 2018. The only exception to this is where the Grant Recipient set out a strong case in its bid to the Delivery Support Fund as to why the grant would need to extend beyond this date'.

Conflict of Interest declared

None

(Signature of Executive Director/Director)

A handwritten signature in black ink, appearing to be 'M. C.', written over a dotted line.

(In consultation with relevant Cabinet Member if required)

Decision made pursuant to:

- a) **General delegation under the Council's officer scheme of delegation. Non-contract decisions up to £250k.**

Delegated Officer Report

Decision Maker: Interim Director of Children's Services

Date of Decision: 15th June 2018

Subject: Procurement of services to support delivery of the extended 30 hours free early education entitlement.

Report Author: Jenny Dennis, Service Manager Early Years

1. Reason for the decision

The Council has been awarded funding by the Department for Education (DfE) through the 30 hours Delivery Support Fund. The purpose of the funding is to encourage and support providers to deliver sufficient places for children of working parents who are eligible for the extended early education entitlement for three and four year olds.

A short bidding round (it ran for a four week period between mid-November and mid-December 2017), coupled with a need for projects to start in April in order to meet the funding condition of completion by 31st August 2018, meant that time didn't allow for a procurement process prior to bid submission. Instead, in order to prepare a credible bid with a deliverable implementation plan it was necessary to source specialist organisations with capacity to deliver within the given timeframe.

2. Summary

The purpose of the report is to seek an exemption under rule 21(3) (h) owing to the circumstances of extreme urgency, in order to procure the following:

Provider	Description	Price
RDE Associates	Provision of a programme of targeted 1:1 support for schools to explore and address the barriers to offering the 30 hours entitlement.	£18,750
Achievement for All	Provision of a tailored package of 1:1 support for practitioners from all sectors to increase uptake of 30 hours free early education by children with SEND.	£30,000

3. Options/alternatives

The timescale for bid submission and the requirement for projects to complete by the end of August meant that time did not allow for a tender process to be undertaken. Therefore there are two options:

Option 1: To procure RDE Associates and Achievement for All to deliver the packages of support as set out in Oldham's application to the Delivery Support Fund (Appendix 1). This will enable up to 25 schools to access business planning support through RDE Associates, and 20 schools, private, voluntary and independent early years providers to benefit from one-to-one coaching through Achievement for All. The latter aims to help them to increase uptake of the free early education entitlement by children with special educational needs and disabilities.

Option 2: To return the funding to the DfE on the basis that a tender process would make it impossible to comply with clause 4, section C of the DfE Memorandum of Understanding (Appendix 2) which states that:

'The Grant Recipient is required to spend all of the grant by 31st August 2018. The only exception to this is where the Grant Recipient set out a strong case in its bid to the Delivery Support Fund as to why the grant would need to extend beyond this date.'

4. Recommendation

The recommended option is to procure the services of RDE Associates and Achievement for All to deliver the approved delivery plan. This will ensure that additional funding to support early years providers in delivering the extended free early education entitlement for working parents is not lost to the Council.

5. Financial implications

The costs of the proposals will be revenue expenditure and will be a charge against the Economy, Skills and Neighbourhoods budget. The cost of the services to be procured is £48,750. The proposals will be funded from within the Council's 30 Hours Delivery Support Fund Grant allocation of £83,800. (James Postle)

6. Legal implications

The Council's contract procedure rules provide that an exemption will only be considered under paragraph 21.3 (h) where "The contract is for... services....which are required in circumstances of extreme urgency..." and the decision maker should be satisfied that such condition is satisfied in this instance. (Colin Brittain)

7. Procurement implications

As this report recommends using a grant to procure the service, due to the time constraints illustrated in this report, Strategic Sourcing supports the exemption request. (Neil Clough, Sourcing & Contracts Consultant).

8. Equality and Diversity Impact Assessment

Not required.

9. Property Implications

None

10. Risks

There are no specific Risk Comments for the issues covered in this report. (Mark Stenson)

11. Co-operative Agenda


Effective delivery of the 30 hours free childcare offer for working parents of three and four year olds can only be achieved by the Council, early education providers and parents working together. The two projects to which this report relates are designed to support capacity building in schools and early years settings in the private, voluntary and independent sectors so they are better able to respond to parental choice as to where and when they take up their free childcare entitlement.

Has the relevant Legal Officer confirmed that the recommendations within this report are lawful and comply with the Council's Constitution?



Yes

Has the relevant Finance Officer confirmed that any expenditure referred to within this report is consistent with the Council's budget?

Yes

Report Author Sign-off:	
	
Date:	15 th June 2018

Please list and attach any appendices:-

Appendix number	Description
1	30 Hours Delivery Support Fund Application Form, November 2017.  Oldham.30 Hours Delivery Support Fu
2	DfE Memorandum of Understanding for the 30 Hours Delivery Support Fund.  DSF - MoU OLDHAM.pdf

