

Agenda Item 10



Author/Lead Officer of Report: Alison Higgins,
Strategic Commissioning Manager, Domestic and
Sexual Abuse
Tel: 07792336148

Report of: *John Macilwraith, Executive Director, People*

Report to: *Co-operative Executive*

Date of Decision: *23rd June 2021*

Subject: **Domestic Abuse funding from central government for specialist support for domestic abuse survivors / victims in safe accommodation**

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Executive Member Portfolio does this relate to? <i>Health and Social Care</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management</i>		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given?		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>		

Purpose of Report:

- It is noted that the Council has accepted this funding, a government grant of £1,325,868 for the year 2021-22. The purpose of the grant funding is to assist the Council meeting its new statutory duty within the Domestic Abuse Act 2021. There is a statutory duty upon local authorities to provide specialist support to domestic abuse victims / survivors in safe accommodation. Approval is sought to agree proposed spending plans and a delegated authority to agree a procurement strategy to the Director of to Director for Health and Social Care meet such statutory obligations.

Recommendations:

The Co-operative Executive is recommended to:

1. Note that the Council has approved receipt of a government grant of £1,325,868 to meet its new statutory duties under Domestic Abuse Act 2021.
2. Approve such spending plans and strategy as outlined in this report, in respect of the grant funding.
3. To the extent not covered by existing delegations, delegate authority to Director of Director for Health and Social Care in consultation with the Director of Finance and Commercial Services to carry out such procurement as may be necessary in order to provide specialist support services to domestic abuse victims / survivors in safe accommodation, in line with this report.
4. To the extent not covered by existing delegations, delegate authority to the Director for Health and Social Care in consultation with Director of Finance and Commercial Services to agree appropriate contract terms and following the such procurement approve contract awards and thereafter enter into such contracts.
5. Where no such authority exists under the Leaders Scheme of Delegation, delegate an authority to Director for Health and Social Care in consultation with Director of Finance and Commercial Services and the Director of Legal Services to take such other steps as may be necessary to meet the outcomes and objectives of this report.

Background Papers:

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

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: Sonya Oates
	Legal: <i>Henry Watmough-Cownie</i>
Equalities: Ed Sexton	
<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	EMT member who approved submission:	<i>John Macilwraith</i>
3	Executive Member consulted:	<i>George Lindars Hammond</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
Lead Officer Name: Alison Higgins		Job Title: <i>Strategic Commissioning Manager for Domestic and Sexual Abuse</i>
Date: <i>2nd June 2021</i>		

1. PROPOSAL

- 1.1 The Government has provided £125 million for year 2021-22 to support the Council with regard to the additional costs to ensure sufficient provision of specialist support within domestic abuse safe accommodation (see Appendix for definitions). The statutory duty is contained in the new Domestic Abuse Act 2021, which became law on 29 April 2021.

Sheffield has been allocated £1,325,868 in funding for the year 2021-22 to meet the new statutory duties.

It is proposed that this funding is drawn down into the Domestic Abuse budget in Strategy and Commissioning and approve spending plans for 2021/22 (appendix 1) of £1,316,909.

It is also proposed that authority is delegated to the Director for Health and Social Care (in consultation with cabinet lead), to agree a 5 year commissioning plan for domestic abuse safe accommodation to enable re-commissioning in line with the new duty.

The proposed spending breaks down as follows:

- Support in safe accommodation (refuges, dispersed, young women): £716,219.00
- Support for children in safe accommodation: £157,190
- Therapeutic support for adults in safe accommodation: £102,500
- Prevention, advice and casework: £201,000
- Support for victims / survivors with complex needs: £100,000
- Service user engagement: £40,000

2. HOW DOES THIS DECISION CONTRIBUTE ?

The funding is for specialist support to be provided to victims of domestic abuse residing in safe accommodation. This will contribute to reducing victimisation and keeping people safe in Sheffield.

3. HAS THERE BEEN ANY CONSULTATION?

Consultation thus far has been with Cllr George Lindars-Hammond at ICM briefing 7th April, with Commercial Services, with the Domestic and Sexual Abuse Provider Consultation Group on 15th March and 17th May, and with the Domestic Abuse Service User Reference Group on 21st April. A public consultation on safe accommodation options opened at the end of April via citizenspace to inform the needs assessment and strategy required by the Ministry of Housing Communities and Local Government in August and the re-commissioning of the women's refuges later in the year. A stakeholder event on the needs assessment initial findings will be held on June 10th.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1 Domestic Abuse is a gendered issue and it is planned that some of the funding will be used to enhance support offered by our Women's Refuges. However it is also planned that the funding will enable increased support to male victims, including GBT+ victims being supported in dispersed accommodation and via our Sanctuary Scheme provision (target hardening for domestic abuse victims to enable them to stay safe in their own homes). The needs assessment underway will consider all people with protected characteristics in relation to domestic abuse and is designed to help us ensure that services are accessible to all sections of local communities.

4.2 Financial and Commercial Implications

4.2.1 The government states that the amount of funding in 2022/23 and beyond will be dependent on future spending reviews. This means that plans for spending for 2021/22 have to be put in place urgently and based on current knowledge of needs.

As next year's funding is not yet known and as it may be difficult to fully spend the allocation this year it is proposed that any underspend is carried forward into 2022/23.

It is proposed that authority is delegated to the Director for Health and Social Care (in consultation with cabinet lead), to agree a 5 year commissioning plan for domestic abuse safe accommodation. This would enable a procurement strategy to be developed using the existing resources from the Housing Independence Service budget combined with the anticipated future funding from the MHCLG. The procurement would then

be conducted through an open tender.

4.2.2

External Funding review of Memorandum of Understanding (MoU):

The MoU has been issued by the Ministry of Housing, Communities and Local Government and is determined by Section 31 of the Local Government Act 2003. The MoU is not a legally binding document; however, there is an expectation that the obligations within it will be honoured. Key points and obligations to note are highlighted below.

The MoU has already been approved and accepted; approval to spend the grant funding is now being sought.

The grant of £1,325,868 is to enable the provision of support to victims of domestic abuse and their children who are residing in safe accommodation as per the new statutory duty within the Domestic Abuse Bill.

Grant funding only covers revenue expenditure related to the functions of the new statutory duty.

The grant funding period is 01/04/2021 – 31/03/2022. Further funding may be received for 2022-23; however, this has not been confirmed and as such will be subject to a separate approval.

A multi-agency Local Partnership Board is required to be put in place by Tier 1 Local Authorities to carry out functions as specified in the MoU.

A first strategy, based on robust needs assessment, must be finalised by 21st August 2021.

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.

The Project Manager will need to read, understand and comply with all of the grant obligations and the [Code of Conduct for Grant Recipients](#).

4.3 Legal Implications

- 4.3.1 The Domestic Abuse Act 2020 became law on 29 April 2021. Creating a new statutory duty on local authorities to ensure the needs of victims of domestic abuse in safe accommodation are met in a consistent way.

A local authority is required to meet the needs of all domestic abuse victims including those who present from outside of the locality and to provide such support as therapy, advocacy and counselling in safe accommodation, including refuges, to victims of domestic abuse and their children; local authorities are also required to report back to central government. The Act also provides for those who are homeless, as a result of domestic abuse priority need for accommodation secured by the Council.

The grant funding has been accepted by the Council under the terms of a Memorandum of Understanding (MOU), a non-binding legal agreement. This report seeks to secure authority to utilize that grant funding to best meet the new statutory obligation,

4.4 Other Implications

- 4.4.1 None

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 None

6. **REASONS FOR RECOMMENDATIONS**

- 6.1 The funding is related to the statutory duty which is included in the Domestic Abuse Act that had cross party support and received Royal Assent on the 29th April. Part 4 of the Domestic Abuse Act has introduced a statutory duty for Local Authorities to ensure all victims of domestic abuse have access to the right support within safe accommodation when they need it.

Tier one LAs (such as Sheffield) have a duty to assess the need for support and prepare strategies to provide specialist support for victims who need to reside in the relevant safe accommodation.

The Government have provided £125 million to cover costs of the new duty in 2021/22 to ensure there is sufficient provision of support within domestic abuse safe accommodation.

Sheffield has been allocated £1,325,868 in funding for the year 2021-22 to meet the new statutory duties. As the funding is

related to Domestic Abuse it is proposed that the funding is managed in the Domestic Abuse / Drug and Alcohol Coordination Team (under Head of Commissioning Sam Martin) who will work closely with Housing Independence Service and colleagues in Housing on implementing the proposals.

The governments draft statutory guidance for support in safe accommodation states that 'where possible, commissioning should be conducted on a long-term basis to encourage consistency and security for victims and their children. Unless there is good reason not to, commissioning should at a minimum reflect the period covered under the local strategy (3 years).' It is recommended that for key services such as the women's refuges, a 5 year commissioning plan with break clauses and mitigations around central government funding reductions will enable high quality service provision for the city and demonstrate our ongoing commitment to reducing the impact of domestic abuse on individuals and families.

Appendix

Draft Statutory Guidance for Part 4 of Domestic Abuse Bill definitions:

1. Definition of 'Safe accommodation

- **Refuge accommodation** – *accommodation & intensive support tied to the accommodation – to victims and their children.*
- **Specialist safe accommodation** – *safe accommodation providing specialist support to victims with protected characteristics and / or complex needs e.g., specialist refuges for BAMER, LGBTQ, disabled victims*
- **Dispersed accommodation 1** *Safe (secure and dedicated to supporting victims of DA in self-contained accommodation with the same level of DA support as provided in a refuge or*
- **Dispersed accommodation 2.** *Safe (as above) but living in semi-independent accommodation who may not require as intense support as the refuge or dispersed 1.*
- **Sanctuary schemes** – *property with LA or similar scheme providing enhanced physical security measures in the home*
- **Move on and/or second stage accommodation** – *projects who temporarily accommodate victims and their families who no longer need refuge but would benefit from lower-level DA support before moving to living independently.*
- **Other forms of domestic abuse emergency accommodation** – *e.g. a safe place with support. Includes access to wrap around and specialist support for victims with complex needs including Mental Health and Substance Misuse – 'whole housing approach'*
- **Excludes** – *generic homeless hostels and Bed and Breakfast provision– as they are not solely dedicated to providing a safe place for DA victims*

- *‘Commissioning authorities will need to ensure that accommodation covered under other Acts, such as temporary accommodation provided under Part 7 of the Housing Act 1996, are not utilised in fulfilling the requirements of this duty.’*

2. Eligible Support to those in safe accommodation is:

- **Overall management of services within relevant accommodation** – including, the management of staff, payroll, financial and day to day management of services and maintaining relationships with the local authority (such functions will often be undertaken by a service manager);
- **Support with the day-to-day running of the service**, for example scheduling times for counselling sessions, group activities (such functions may often be undertaken by administrative or office staff);
- **Advocacy support** – development of personal safety plans, liaison with other services (for example, GPs and social workers, welfare benefit providers);
- **Specialist support for victims - Designed specifically for victims with relevant protected characteristics** (e.g. faith services, translators and interpreters within BAME-led refuges, immigration advice, interpreters for victims identifying as deaf and / or hard of hearing, and dedicated support for LGBTQ+ victims);
- **Specialist support for victims - Designed specifically for victims with unique and / or complex needs** such as, mental health advice and support, drug and alcohol advice and support, including signposting accordingly;
- **Domestic abuse prevention advice** – support to assist victims to recognise the signs of abusive relationships, to help them remain safe (including online), and to prevent re-victimisation;
- **Children’s support** – including play therapy and child advocacy;
- **Housing-related support** – providing housing-related advice and support, for example, securing a permanent home, rights to existing accommodation and advice on how to live safely and independently;
- **Advice service** – financial and legal support, including accessing benefits, support into work and establishing independent financial arrangements; and,
- **Counselling and therapy** (including group support) for both adults and children, including emotional support.

Agenda Item 11



Author/Lead Officer of Report: Kevin Straughan,
Head of Service, Employment and Skills
Tel: 0114 474 2041

Report of: *John Macilwraith, Executive Director of People Services Portfolio*

Report to: *Co-operative Executive*

Date of Decision: *23 June 2021*

Subject: *European Social Fund, Advance SCR*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
- Expenditure and/or savings over £500,000		<input checked="" type="checkbox"/>		
- Affects 2 or more Wards		<input checked="" type="checkbox"/>		
Which Executive Member Portfolio does this relate to? <i>Inclusive economy, jobs and skills</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>(People/RW/13.04.2021)</i>				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				
<i>"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)."</i>				

Purpose of Report:

The purpose of this report is to seek approval to accept £637,885.02 of project funding from The European Social Fund (via the Department for Work and Pensions and Doncaster Borough Council) and the payment of £463,493.83 match funding to operate the Advance SCR programme on behalf of Sheffield as outlined in this report.

The Secretary of State is the managing authority for the Operational Programme pursuant to Article 123(1) of Regulation 1303 and wishes to offer the Grant under the terms and conditions of the Funding Agreement administered by the Department of Work and Pensions following a successful Local Authority bid under ESF Priority 2.1.

ESF = **£637,885.02**
Match (SCC) = **£463,493.83**

The Council intends to enter into a partnership agreement with Doncaster Borough Council, enabling the parties to cooperate and achieve the aims and objectives of the project, ADVANCE SCR.

Recommendations:

It is recommended that the Co-operative Executive approve:

- a) Sheffield City Council accepting the European Social Fund grant offer (administered via the Department for Work and Pensions and Doncaster Borough Council) of up to **£637,885.02** and to the payment of match funding up to £463,494.
- b) Sheffield City Council acting as a delivery partner to Doncaster Borough Council (lead Local Authority for Advance SCR).
- c) Sheffield City Council entering into the Delivery Partner Agreement as outlined in this report.
- d) To the extent not already delegated to them in accordance with the Leaders Scheme of Delegation, grants delegated authority to the Executive Director of People Services portfolio in consultation with the relevant Executive Members, the Executive Director of Resources and the Director of Legal and Governance, to
 - i) develop and utilise an appropriate procurement strategy as and when required; and
 - ii) administer the Advance SCR fund and procure the services required to deliver its related outcomes and award the associated contracts.

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Angela Bellamy</i>
		Legal: <i>Gemma Day</i>
		Equalities: <i>Bashir Khan</i>
<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	EMT member who approved submission:	<i>John Macilwraith</i>
3	Executive Member consulted:	<i>Cll Paul Turpin</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Kevin Straughan</i>	Job Title: <i>Head of Lifelong Learning, Skills and Employment</i>
	Date: <i>16 June 2021</i>	

1. PROPOSAL

- 1.1 We are seeking to support businesses and people across Sheffield increase their productivity and personal effectiveness. This is in order to provide job security and transferrable skills by providing employees to upskill, countering the low skill, low wage vulnerability many employees face across the city.

ADVANCE builds upon “Advance Doncaster” a project Doncaster Council has developed and piloted over the past 3 years. Advance Doncaster activities are designed to help people in Doncaster to “Thrive in their Chosen Career” by offering support for personal and skills development, as well as access to employers, employability and Information Advice and Guidance, to improve productivity. A key activity is to ensure business led careers information is developed and in one place to help our residents to access information that is both inspiring and high quality.

ADVANCE SCR escalates this Programme regionally. The Sheffield element will be managed through Opportunity Sheffield, part of Sheffield City Council Lifelong Learning, Skills and Employment (LLLS&E). The funding will secure a team of Business Engagement and Relationship Management Staff to help employers access, navigate and secure funding on all matters of workforce skills development to help kickstart growth in the wake of the Pandemic.

Advance SCR is also aligned to employer priorities such as succession planning, progression and support for those at risk of redundancy, support for those in shrinking industries and roles and support for moving into growth sectors and future jobs. Closely aligned in Sheffield to “Sector Routeways”, “Advance Digital”, “Pathways” and “Devolved Adult Education Budget” – these 5 pillars form the backbone of LLLS&E recovery planning to 2024 all centred around improving key skills most pertinent towards employment, career development and economic growth within Sheffield’s key growth industries.

Barnsley Metropolitan Borough Council, Sheffield City Council, and Doncaster Chamber of Commerce have joined forces to further develop the Doncaster Council pilot to; accelerate delivery, widen scope, ensure increased impacts within the Sheffield City Region and share best practice. ADVANCE is focused on working with employers in a meaningful way to develop sector-based careers prospectuses, inspiring careers events and workforce strategies that bring together and work with employed participants within large public sector organisations, the private and third sector enabling their workforce to develop, progress and ultimately “thrive in their chosen career”. ADVANCE will develop people’s workplace productivity through articulation of (and access to) developmental training, focusing on specific barriers holding back their productivity and the businesses potential. The strength of ADVANCE is the structure of project delivery, established to enable personalised support from delivery staff, referrals into other already existing training and also purchasing relevant training in line with the employer/participant’s career action plan. ADVANCE is fundamentally about creating a cohesive package of development

for people in-work regardless of where they are at in their career journey.

ADVANCE in Sheffield will work alongside partners engaged in other local employment recovery initiatives (i.e. the other aforementioned pillars of LLLS&E policy, Higher Skills Higher Growth, Restart & Kickstart) and will be coordinated through the skills arm consortium of the Sheffield Business Response Group (BRG) - The Sheffield Partnership for Jobs and Skills. ADVANCE will engage businesses to offer support for employers to explore how they can better prepare regarding succession planning, retraining, re-skilling, supporting people changing careers for health reasons, people exiting their organisation through redundancy or retirement, growth post Covid-19 and progression pathways within the organisation itself.

The 'Sector Routeways' project will provide a complementary project and clear pathway into ADVANCE by helping people to secure employment with a sectoral focused approach. If customers engage with Advance and are not in employment they will be signposted to the appropriate project for their needs such as 'Sector Routeways' (where employment ready) or "Pathways" (where additional employment support is required). ADVANCE tasters delivered around shift rotas/out of working hours in community locations and online will be used as a key engagement tool to attract participants where their employer is not engaged with the scheme. ADVANCE will offer innovative CEIAG inspiring people through the development of sectoral careers prospectuses, providing quality localised careers informative advice and guidance, as well as utilising role models and sharing real stories of success.

ADVANCE will work with participants to achieve their action plan, whether that's in personal or skills development, accredited and non-accredited training. ADVANCE will signpost to funded accredited training and projects such as Skills Support for the Workforce, Apprenticeships and Skills Bank to ensure a greater uptake of funded in-work training to support the individual's career action plan and employer growth plans. Participants will be supported to access English, Math and ICT support through AEB where eligible and lead into 'Advance Digital' where relevant. The project will commission/deliver bespoke training and development not covered already by the above mentioned funded routes. This may include, units towards standalone qualifications, productivity, and employability training or something entirely unique to certain sectors as articulated through our ingrained employer interactions.

The roles and sectors in our communities are varied and the range of training and development participants will require will also be varied. ADVANCE will prioritise support for young people within under-represented groups where LLLS&E have supported these groups into Apprenticeships through additional support wrapped around their apprenticeship training in order to achieve, sustain employment and progress. This support will be key to the Council expanding its own apprenticeship programme as we move forward – e.g. to target participants including care leavers, ex-offenders and those with disabilities with additional skills not already embedded as part of their apprenticeship training.

By entering into the delivery partner agreement, the accountable body,

Doncaster Borough Council, will be acting as the lead beneficiary for a consortium where it will be making use of the grant with the following delivery partners:

- Barnsley Metropolitan Borough Council
- Doncaster Chamber of Commerce
- Sheffield City Council

The Secretary of State has undertaken to provide funding for ADVANCE and the accountable body shall act as the recipient of the funding for the consortium, of which the accountable body and the other delivery partners will make use of.

The accountable body shall allocate to the Council the allocated grant up to the maximum sum on the terms and conditions of the partnership agreement.

The payment of the grant is conditional upon the Council fulfilling its match funding obligations or match funding being committed under the Funding Agreement.

Employers can procure bespoke and specific education and training support to help them increase productivity and profitability through improving the skills of their workforce. This could include digital skills, literacy and numeracy. There will also be further opportunity to incorporate and further understand data analysis, carbon efficiency and effective cyber security practices.

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 By accepting this funding the Council will be able to increase the skill levels and earning potential of our City wide workforce. It will support employers by way of what **they** want to achieve for their organisation in terms of skills, productivity and growth. It will reduce the need for key sectors to recruit from outside the Sheffield City Region for their skilled labour.

By improving the access and availability to the latest learning and technological developments we are seeking to improve the efficiency and effectiveness of our businesses. This will allow the benefits of our knowledge-based economy to be fully realised.

This project will ensure more rapid access to knowledge and business intelligence. This will result in faster and more sustained economic growth, more jobs and consequently more prosperity for all. It will increase the skills of the most vulnerable workers in our society and help them to maintain job security and develop social mobility and transferrable work skills for promotion and progression.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The Council is not required to carry out a consultation process in respect of these proposals.

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 which identifies 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.

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 and belief; sex and sexual orientation.

An EIA has been carried and highlights that the proposal seeks to support people who are traditionally excluded from the labour market by increasing their increasing skills levels and therefore earning potential.

There is some risk that not all the reported income of will be received as it is linked to performance indicators. However, Sheffield City Council Managers, as part of their budget responsibilities, will ensure that expenditure is managed in order that it does not exceed the actual income received.

4.2 Financial and Commercial Implications

- 4.2.1 The Advance SCR project Funding Agreement originally had estimated dates as follows : Start Date: 1/10/2020 and End Date: 30/09/2023 . Negotiations are ongoing to revise these dates as follows : start date 01/10/2021 and an activity end date of 31/12/2023. However, due to delays between DMBC and DWP activity is not anticipated to commence until April 2021. DMBC are currently going through a Project Change Request (PCR) with DWP to alter these dates to reflect the anticipated positions.

Subject to satisfactory terms and conditions being agreed, SCC will become a Project Delivery Partner

Estimated Funding levels are summarised in the table below and are subject to

confirmation in a finalised Funding Agreement amendment once DMBC have completed PCR with DWP.

Funding Contributions	2020	2021	2022	2023	Total
Public – Sheffield City Council	£35,974.89	£148,266.86	£158,341.49	£120,910.59	£463,493.83
ESF	£47,316.54	£204,481.47	£219,005.73	£167,081.28	£637,885.02
TOTAL	£83,291.43	£352,748.33	£377,347.22	£287,991.87	£1,106,378.85

Key features of the ESF Funding Agreement (not exclusive) are summarised below. The Project Manager will need to read, understand and comply with all of the grant terms and conditions.

- Eligible Expenditure that has been defrayed on or after the Start Date may be claimed pursuant to the Funding Agreement.
- Carry out the Project Activities specified within and achieve the Targets within the time limits and the Key Milestone Dates.
- The Grant Recipient may task a Delivery Partner to carry out certain Project Activities and are liable for the acts of its Delivery Partners.
- The total amount of Grant paid to the Grant Recipient shall not exceed the Maximum sum
- Grant is conditional upon Match Funding being Committed and compliant with the Eligibility Rules.
- Notify the funder of any failure to achieve the required Match Funding.
- Expenditure must be defrayed in Grant Claims
- Comply with the monitoring, reporting, audit and grant claims procedures.
- If there is a shortfall or overspend in annual expenditure compared to the profile, the funder has no obligation to pay unused grant in the following year.
- Financial consequences may follow from a departure from the Expenditure Profile and may include grant reduction.
- Any Project changes must be approved by the funder.
- Comply with the Structural and Investment Funds Regulations and all relevant EU and national law. Where applicable Procurement Law in force at the date of commencement of the procurement process in relation to the Project shall be complied with by SCC and Delivery partners.
- State Aid non-compliance may lead to repaying the Grant with interest.

- Default occurs in a number of scenarios including (not exclusive):-
 - Failure to comply with Conditions;
 - Project Activities are not commenced by 3 months after the Start Date.
 - Expenditure is not claimed in line with the Expenditure Profile.
 - Completion of the Project Activities has not been achieved by the Agreed Activity End Date.
 - Change is made to the Project without the prior approval.
 - An audit reporting is unsatisfactory.
 - the European Commission or a European Court requires any Grant paid to be recovered by reason of a breach of State Aid Law
- The Grant Recipient must comply with the grant terms and conditions or the grant is subject to clawback.
- SCC acknowledges that the funder may have overcommitted funds and that if there are insufficient funds to meet the full commitment under this Agreement, the funder may terminate this Agreement.
- Underperformance against the Targets may result in grant reductions.
- Notify the funder if other funding for the project arises.
- The Grant Recipient must send to the Secretary of State, at such intervals as the Secretary of State shall notify in writing to the Grant Recipient, a report on progress made towards the achievement of the Targets.
- The funder must be notified in the event of any Change in the information on costs (whether actual or estimated) of carrying out the Project Activities contained in the Application and secondly of any event which materially affects the continued accuracy of such information or on any other area of default.
- Provision of evidence to confirm the indicative Match Funding is fully committed.
- Enter into a legally binding agreement with Delivery Partners upon materially similar terms to this Funding Agreement.

4.3 Legal Implications

- 4.3.1 The Localism Act 2011 provides local authorities with a “general power of competence” which enables them to do anything that an individual can do as long as the proposed action is not specifically prohibited. A purpose of the Act is to enable local authorities to work in innovative ways to develop services that meet local need. The proposed project can be delivered through the Council using its general power of competence. The Council therefore is able to produce, implement and administer the project detailed in this report.

- 4.3.2 As the Accountable Body, Doncaster Borough Council (DBC) will be required to enter into the funding agreement with the Department for Work and Pensions for the grant. The key terms of this agreement are highlighted above at 4.2.
- 4.3.3 If a decision is made to accept this funding, the Council will be required to enter into a delivery partner agreement with DBC. The Council must comply with both the Agreement and the main funding agreement.
- 4.3.4 This delivery partner agreement (the Agreement) details each parties responsibility and the project activities that are allocated to each party to deliver.
- 4.3.5 There is a requirement within the Agreement for the Council to commit match funding to meet the balance of any eligible expenditure not supported by the grant. The payment of the grant to the Council is conditional on the match funding obligations being fulfilled or committed.
- 4.3.6 No grant amount will be paid to the Council until DBC have received the funding and the grant claims procedure must be followed.
- 4.3.7 Any changes that the Council wishes to make to the project must be submitted to DBC for approval.
- 4.3.8 The grant may be recovered from the Council in specific circumstances and the Council must indemnify DBC for a breach of the Agreement or the funding agreement by the Council.
- 4.3.9 The Council will be bound by these terms and conditions until the expiry or early termination of the delivery partner agreement.
- 4.3.10 The Council must comply with all applicable legislation and regulations including but not limited to UK GDPR, Data Protection Regulations 2018, the Public Contracts Regulations 2015, the Councils Contracts Standing Orders and State Aid.

4.4 Other Implications

- 4.4.1 *None*

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 The Council could decide not to accept the funding. Alternative funding could be potentially sourced to support our businesses workforce needs as part of the Government Covid-19 response offer to regions. There is demand from sectors to replicate the Advance Doncaster model of support to business/workforce, so rejection of funding could carry reputational risk within our regions employer base.

6. REASONS FOR RECOMMENDATIONS

6.1 *By accepting this funding the Council will be able to:*

- 1) *increase the skill levels for Sheffield in-work residents by streamlining access to skills required to support post-Pandemic growth ambitions.*
- 2) *improve the skills indicators within the City, moving long term unemployed residents to the “in demand” labour market and enhancing skill levels.*
- 3) *create increased revenue for the Council.*
- 4) *attract inward investment through co-ordinated pipeline offer of workforce skills within key sectors.*

Equality Impact Assessment

Introductory Information

Budget/Project name

Advance SCR

Proposal type

- Budget
- Project

Decision Type

- Cabinet
- Cabinet Committee (e.g. Cabinet Highways Committee)
- Leader
- Individual Cabinet Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g. Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

Lead Cabinet Member

Cllr Abtisam Mohamed

Entered on Q Tier

- Yes
- No

Year(s)

<input type="radio"/> 14/15	<input type="radio"/> 15/16	<input type="radio"/> 16/17	<input type="radio"/> 17/18	<input type="radio"/> 18/19	<input type="radio"/> 19/20	<input type="radio"/> 20/21	<input checked="" type="radio"/> 21/22
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EIA date

DD/MM/YYYY

EIA Lead

- | | |
|--|---------------------------------------|
| <input type="radio"/> Adele Robinson | <input type="radio"/> Ed Sexton |
| <input type="radio"/> Annemarie Johnston | <input type="radio"/> Louise Nunn |
| <input checked="" type="radio"/> Bashir Khan | <input type="radio"/> Michael Bowles |
| <input type="radio"/> Beth Storm | <input type="radio"/> Michelle Hawley |
| <input type="radio"/> Diane Owens | <input type="radio"/> Rosie May |

Person filling in this EIA form

Lead officer

Lead Corporate Plan priority

<input type="radio"/> An In-Touch Organisation	<input type="radio"/> Strong Economy	<input type="radio"/> Thriving Neighbourhoods and Communities	<input type="radio"/> Better Health and Wellbeing	<input type="radio"/> Tackling Inequalities
--	--------------------------------------	---	---	---

Portfolio, Service and Team

Cross-Portfolio

- Yes No

Portfolio

People

Is the EIA joint with another organisation (eg NHS)?

- Yes No

Brief aim(s) of the proposal and the outcome(s) you want to achieve

- 1) increase the skill levels for Sheffield in-work residents by streamlining access to skills required to support post-Pandemic growth ambitions.
- 2) improve the skills indicators within the City, moving long term unemployed residents to the "in demand" labour market and enhancing skill levels.
- 3) create increased revenue for the Council.
- 4) attract inward investment through co-ordinated pipeline offer of workforce skills within key sectors.

Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these – positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

Briefly describe how the proposal helps to meet the Public Sector Duty outlined above

The funding will secure a team of Business Engagement and Relationship Management Staff to help employers access, navigate and secure funding on all matters of workforce skills development to help kickstart growth in the wake of the Pandemic.

Impacts

Proposal has an impact on

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Care
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors

<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

Give details in sections below.

Health

Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?

Yes No *if Yes, complete section below*

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Comprehensive Health Impact Assessment being completed

Yes No

Please attach health impact assessment as a supporting document below.

Public Health Leads has signed off the health impact(s) of this EIA

Yes No

Health Lead

Age

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Disability

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Pregnancy/Maternity

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Race

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Religion/Belief

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Sex

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Sexual Orientation

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Transgender

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Carers

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Voluntary/Community & Faith Sectors

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Cohesion

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact**Customers**

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Partners

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact**Customers**

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Poverty & Financial Inclusion

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

ADVANCE will work with participants to achieve their action plan, whether that's in personal or skills development, accredited and non-accredited training. ADVANCE will signpost to funded accredited training and projects such as Skills Support for the Workforce, Apprenticeships and Skills Bank to ensure a greater uptake of funded in-work training to support the individual's career action plan and employer growth plans.

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Participants will be supported to access English, Math and ICT support through AEB where eligible and lead into 'Advance Digital' where relevant. The project will commission/deliver bespoke training and development not covered already by the above mentioned funded routes. This may include, units towards standalone qualifications, productivity, and employability training or something entirely unique to certain sectors as articulated through our ingrained employer interactions.

Armed Forces

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

[Greyed-out text area]

Other

Staff

- Yes No

Please specify

[Greyed-out text area]

Impact

- Positive Neutral Negative

Level

- None Low Medium High

Details of impact

[Greyed-out text area]

Customers

- Yes No

Please specify

[Greyed-out text area]

Impact

- Positive Neutral Negative

Level

- None Low Medium High

Details of impact

[Greyed-out text area]

Cumulative Impact

Proposal has a cumulative impact

- Yes No

<input checked="" type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

If yes, details of impact

ADVANCE will prioritise support for young people within under-represented groups where LLS&E have supported these groups into Apprenticeships through additional support wrapped around their apprenticeship training in order to achieve, sustain employment and progress.

Proposal has geographical impact across Sheffield

- Yes No

If Yes, details of geographical impact across Sheffield

By accepting this funding the Council will be able to increase the skill levels and earning potential of our City wide workforce. It will support employers by way of what **they** want to achieve for their organisation in terms of skills, productivity and growth. It will reduce the need for key sectors to recruit from outside the SCR for their skilled labour

Local Partnership Area(s) impacted

- All Specific

If Specific, name of Local Partnership Area(s) impacted

Action Plan and Supporting Evidence

Action Plan

Available here: [Advance full application.pdf](#)

Supporting Evidence (Please detail all your evidence used to support the EIA)

Available here: [Advance full application.pdf](#)

Consultation

Consultation required

Yes No

If consultation is not required please state why

The Council is not required to carry out a consultation process in respect of these proposals.

Are Staff who may be affected by these proposals aware of them

Yes No

Are Customers who may be affected by these proposals aware of them

Yes No

If you have said no to either please say why

Summary of overall impact

Summary of overall impact

See documents available here: [Advance full application.pdf](#)

Summary of evidence

Available here: [Advance full application.pdf](#)

Changes made as a result of the EIA

Escalation plan

Is there a high impact in any area?

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review Date

DD/MM/YYYY

Agenda Item 12



Author/Lead Officer of Report: Kevin Straughan,
Head of Service, Employment and Skills

Tel: 0114 474 2041

Report of: *John Macilwraith, Executive Director of People Services Portfolio*

Report to: *Co-operative Executive*

Date of Decision: *23 June 2021*

Subject: *European Social Fund, Advance Digital*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Executive Member Portfolio does this relate to? Inclusive economy, jobs and skills		
Which Scrutiny and Policy Development Committee does this relate to? Overview and Scrutiny Management Committee		
Has an Equality Impact Assessment (EIA) been undertaken?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? (People/RW/120421)		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<i>"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)."</i>		

Purpose of Report:

The purpose of the report is to seek approval to accept £729,858.73 of grant funding, to provide match funding of £549,125.57 and for Sheffield City Council's involvement in the 'Advance Digital' project as outlined in this report.

Barnsley Metropolitan Borough Council are the accountable body for this £3.2m project with Sheffield City Council acting as a delivery partner.

The Council intends to enter into a delivery partner agreement with Barnsley Metropolitan Borough Council, enabling the parties to cooperate and achieve the aims and objectives of the project.

The Total project spend for Sheffield City Council is **£1,278,984.30** which is made up of:

Grant =	£729,858.73 (57%)
SCC Match =	£549,125.57 (43%)

Recommendations:

It is recommended that the Co-operative Executive approve:

- a) Sheffield City Council accepting the European Social Fund grant offer of up to £729,858.73
- b) Sheffield City Council providing match funding of £549,125.57.
- c) Sheffield City Council entering into the Delivery Partner Agreement as outlined in this report.
- d) Sheffield City Council acting as a delivery partner for this project to Barnsley Metropolitan Borough Council.
- e) To the extent not already delegated to them in accordance with the Leaders Scheme of Delegation, grants delegated authority to the Executive Director of People Services in consultation with the relevant Executive Members, the Executive Director of Resources and the Director of Legal and Governance, to
 - i) develop and utilise an appropriate procurement strategy as and when required; and
 - ii) administer the Advance Digital fund and procure the services required to deliver its related outcomes and award the associated

contracts.

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Angela Bellamy</i>
		Legal: <i>Gemma Day</i>
		Equalities: <i>Bashir Khan</i>
<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	EMT member who approved submission:	<i>John Macilwraith</i>
3	Executive Member consulted:	<i>Cllr Paul Turpin</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Kevin Straughan</i>	Job Title: <i>Head of Lifelong Learning, Skills and Employment</i>
Date: <i>16 June 2021</i>		

1. PROPOSAL

- 1.1 We know from a plethora of national, city region and local research including the Centenary Commission Report, Department for Business, Energy & Industrial Strategy (BEIS) national productivity reports, Department for Digital, Culture, Media & Sport (DCMS,) the evidence base of the city region Strategic Economic Plan and Sheffield City Region (SCR) Digital Action Plan; that the UK has lower than average productivity levels than its international counterparts, that the city region lags behind other Local Enterprise Partnership areas in productivity, with higher levels of unskilled and lower wage sectors than its counterpart. Rapid technological change threatens 47% of jobs in the city region due to automation and low skilled roles are likely to bear the brunt of job losses as employers require increasingly higher digital skills to compete

The need for digital skills is not limited to “digital” industries but is now becoming near universal; 82% of on-line job advertisements require digital skills, future workforces will require “higher level digital skills to direct automation and interact with digital technologies” (SCR) and a lack of digital skills constrains growth.

However, there are high levels of digital exclusion in local communities which also affects local workforces. For those in employment who lack basic digital skills or need to upgrade their skill level to remain competitive in the labour market to sustain and progress in work, there are challenges to the acquisition of digital skills. These include unpredictable work patterns which prevent people from attending formal courses, lack of confidence, time constraints, funding for courses above level 2 or simply knowing what the modern labour market needs and what’s available. There is a wide range of on-line digital learning, but the lower digital skills a person has, the less able they are to be able to cope with on-line learning and need a supported learning environment.

99.6% of businesses in Sheffield and Barnsley are Small and medium-sized enterprises (SMEs), with over 85% in both areas employing less than 10 people. Companies of this size are unlikely to have the resources to put into digital training. According to a recent Lloyds Bank survey 53% of employees lack the digital skills they need for work and only 34% of employees report that their employers give them digital skills support and further borne out by the Sheffield City Region’s evidence base for its refresh Strategic Economic Plan.

The Advance Digital Programme has a focus on developing and lifting digital skills and capabilities to the next level filling the knowledge gaps which new technologies may have created for businesses and employed residents in Sheffield.

The programme will create flexible packages of learning providing progression up a digital skills pipeline with robust assessment and quality information advice and guidance.

Individuals need to be upskilled to support their ability to adapt to new technologies, sustain employment and progress in the labour market building digital capability for all.

We have developed a new approach to identifying and delivering critical skills for growth based on shared knowledge, experience, market feedback and a strong evidence.

The project supports the whole continuum of digital skills to support the pipeline of technical and job specific skills at level 3 and above and promote the take up of advanced apprenticeships. At basic, level 1 and level 2 learning, the model will work closely with providers funded through the Adult Education Budget.

A progression pathway into higher level skills is included in this programme in response to identified shortfalls in the take up of the available offer across Sheffield matched with evidence demand for digital skills at higher levels in business.

A deliberate, modular approach adopted in this programme focuses on progression with the aim of encouraging lifelong learning.

The Advance Digital Programme is focused on utilising Digital technologies to help individuals become more resilient and employable, whilst helping our businesses become more productive and sustainable.

We would look to undertake a small-scale procurement of a non-accredited learning platform which collates open source learning materials in a fully accessible manner.

Furthermore, Covid has exacerbated long standing inequalities in our society and this is particularly the case in the area of Digital Skills for Employability.

The lead applicant and accountable body for the grant is Barnsley Metropolitan Borough Council with the following organisations as delivery partners:

- Sheffield City Council
- Independent Training Services (ITS)
- Sheffield Hallam University
- RNN Group.

This initiative has come about following the combination of Employment and Skills officers representing each of South Yorkshire's Local Authority Areas. It was agreed that each area apply for different strands in order to realise joint working and reduce risk.

Each delivery partner is responsible for delivery of a portion of this project. The Council's responsibilities extend to continuing partnership working, a small element of procurement and ensuring that Business (pre-dominantly SME's and Micro) are aware of the opportunities and how they can improve productivity and sustainability.

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 By accepting this funding the Council will be able to increase the skill levels and earning potential of unqualified people locally. This will particularly be the case where there are people who are in employment but lack the necessary Essential Digital Skills.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The Council is not required to carry out a consultation process in respect of these proposals.

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 which identifies 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.

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 and belief; sex and sexual orientation.

An EIA has been carried and highlights that the proposal seeks to support people who are traditionally excluded from the labour market by increasing their increasing skills levels and therefore earning potential.

There is some risk that not all the reported income of will be received as it is linked to performance indicators. However, Sheffield City Council Managers, as part of their budget responsibilities, will ensure that expenditure is managed in order that it does not exceed the actual income received.

4.2 Financial and Commercial Implications

4.2.1 The Advance Digital project has a start date of 05/01/2021 and an activity end date of 31/12/2023.

Subject to satisfactory terms and conditions being agreed, SCC will become a Project Delivery Partner

Estimated Funding levels are summarised in the table below and are subject to confirmation in a finalised Funding Agreement.

Direct Staff Costs		Annual Total	Total
	1. Project Manager and compliance (Grade 10) 0.5 FTE	33145	94,774.00
	2. Digital engagement co-ordinator (Grade 9) 1.0 FTE	58757	168,036.00
	3. Employer Engagement Officer (7) 1.0 FTE	45843	131,179.00
	4. Tutor - advanced (Grade 6) 1.0 FTE	38580	110,345.00
	5. Tutor - Basic (Grade 6) 1.0 FTE	38583	110,348.00
	Total Direct Staff Cost (ESF)	214,908.00	614,682.00
	Flat Rate Indirect Cost (15%) ESF	32,236.20	92,202.30

Other Direct Costs			
	Digital Champion (Guru) To be procured	29000	99,000.00
	<i>Digital Champion (Guru) To be procured</i>	7600	25,100.00
	<i>Digital Champion (Guru) To be procured</i>	37500	125,000.00
	<i>Framework Digital Training Providers To be procured</i>	93000	323,000.00
		0	-
		0	-
	Total Other Direct Costs (ESF)	167,100.00	572,100.00
	Total spend	414,244.20	1,278,984.30

Key features of the draft ESF Funding Agreement (not exclusive) are summarised below. The Project Manager will need to read, understand and comply with all of the grant terms and conditions.

- Eligible Expenditure that has been defrayed on or after the Start Date may be claimed pursuant to the Funding Agreement.
- Carry out the Project Activities specified within and achieve the Targets within the time limits and the Key Milestone Dates.
- The Grant Recipient may task a Delivery Partner to carry out certain Project Activities and are liable for the acts of its Delivery Partners.
- The total amount of Grant paid to the Grant Recipient shall not exceed the Maximum sum
- Grant is conditional upon Match Funding being Committed and compliant with the Eligibility Rules.
- Notify the funder of any failure to achieve the required Match Funding.
- Expenditure must be defrayed in Grant Claims
- Comply with the monitoring, reporting, audit and grant claims procedures.
- If there is a shortfall or overspend in annual expenditure compared to the profile, the funder has no obligation to pay unused grant in the following year.
- Financial consequences may follow from a departure from the Expenditure Profile and may include grant reduction.
- Any Project changes must be approved by the funder.
- Comply with the Structural and Investment Funds Regulations and all relevant EU and national law. Where applicable Procurement Law in force at the date of commencement of the procurement process in relation to the Project shall be complied with by SCC and Delivery partners.
- State Aid non-compliance may lead to repaying the Grant with interest.
- Default occurs in a number of scenarios including (not exclusive):-
 - Failure to comply with Conditions;
 - Project Activities are not commenced by 3 months after the Start Date.
 - Expenditure is not claimed in line with the Expenditure Profile.
 - Completion of the Project Activities has not been achieved by the Agreed Activity End Date.
 - Change is made to the Project without the prior approval.
 - An audit reporting is unsatisfactory.
 - the European Commission or a European Court requires any Grant paid to

be recovered by reason of a breach of State Aid Law

- The Grant Recipient must comply with the grant terms and conditions or the grant is subject to clawback.
- SCC acknowledges that the funder may have overcommitted funds and that if there are insufficient funds to meet the full commitment under this Agreement, the funder may terminate this Agreement.
- Underperformance against the Targets may result in grant reductions.
- Notify the funder if other funding for the project arises.
- The Grant Recipient must send to the Secretary of State, at such intervals as the Secretary of State shall notify in writing to the Grant Recipient, a report on progress made towards the achievement of the Targets.
- The funder must be notified in the event of any Change in the information on costs (whether actual or estimated) of carrying out the Project Activities contained in the Application and secondly of any event which materially affects the continued accuracy of such information or on any other area of default.
- Provision of evidence to confirm the indicative Match Funding is fully committed.
- Enter into a legally binding agreement with Delivery Partners upon materially similar terms to this Funding Agreement.

4.3 Legal Implications

- 4.3.1 The Localism Act 2011 provides local authorities with a “general power of competence” which enables them to do anything that an individual can do as long as the proposed action is not specifically prohibited. A purpose of the Act is to enable local authorities to work in innovative ways to develop services that meet local need. The proposed project can be delivered through the Council using its general power of competence. The Council therefore is able to produce, implement and administer the project detailed in this report.
- 4.3.2 As the Accountable Body, Barnsley Metropolitan Borough Council will be required to enter into the funding agreement with the Department for Work and Pensions for the grant. The key terms of this agreement are highlighted above at 4.2.
- 4.3.3 If a decision is made to accept this funding, the Council will be required to enter into a delivery partner agreement / collaboration agreement with Barnsley Metropolitan Borough Council. The Council must comply with both the Agreement and the main funding agreement.
- 4.3.4 This delivery partner agreement (the Agreement) details each parties responsibility and the project activities that are allocated to each party to deliver.
- 4.3.5 There is a requirement within the Agreement for the Council to commit match

funding to meet the balance of any eligible expenditure not supported by the grant. The payment of the grant to the Council is conditional on the match funding obligations being fulfilled or committed.

- 4.3.6 No grant amount will be paid to the Council until Barnsley Metropolitan Borough Council have received the funding and the grant claims procedure must be followed.
- 4.3.7 Any changes that the Council wishes to make to the project must be submitted to Barnsley Metropolitan Borough Council for approval.
- 4.3.8 The grant may be recovered from the Council in specific circumstances and the Council must indemnify Barnsley Metropolitan Borough Council for a breach of the Agreement or the funding agreement by the Council.
- 4.3.9 The Council will be bound by these terms and conditions until the expiry or early termination of the Agreement.
- 4.3.10 The Council must comply with all applicable legislation and regulations including but not limited to UK GDPR, Data Protection Regulations 2018, the Public Contracts Regulations 2015, the Councils Contracts Standing Orders and State Aid.

4.4 Other Implications

- 4.4.1 *None*

5. ALTERNATIVE OPTIONS CONSIDERED

- 5.1 *The Council could decide not to accept the funding. Alternative funding could be potentially sourced to support our businesses workforce needs as part of the Government Covid-19 response offer to regions. There is demand from other sectors to replicate the “building block” model, so rejection of funding could carry reputational risk within our regions employer base.*

6. REASONS FOR RECOMMENDATIONS

- 6.1 *By accepting this funding the Council will be able to:*

- 1) *increase the skill levels for Sheffield and Barnsley out of work residents by streamlining access to entry level roles within sectors that require labour.*
- 2) *improve the unemployed indicators within the City, moving long term unemployed residents to the “in demand” labour market and/or enhancing skill levels.*
- 3) *create increased revenue for the Council.*

4) *attract inward investment through co-ordinated pipeline offer of workforce skills within key sectors.*

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Equality Impact Assessment

Introductory Information

Budget/Project name

Advance Digital

Proposal type

- Budget
- Project

Decision Type

- Cabinet
- Cabinet Committee (e.g. Cabinet Highways Committee)
- Leader
- Individual Cabinet Member
- Executive Director/Director
- Officer Decisions (Non-Key)
- Council (e.g. Budget and Housing Revenue Account)
- Regulatory Committees (e.g. Licensing Committee)

Lead Cabinet Member

Cllr Abtisam Mohamed

Entered on Q Tier

- Yes
- No

Year(s)

<input type="radio"/> 14/15	<input type="radio"/> 15/16	<input type="radio"/> 16/17	<input type="radio"/> 17/18	<input type="radio"/> 18/19	<input type="radio"/> 19/20	<input checked="" type="radio"/> 20/21	<input checked="" type="radio"/> 21/22
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EIA date

DD/MM/YYYY

EIA Lead

- | | |
|--|---------------------------------------|
| <input type="radio"/> Adele Robinson | <input type="radio"/> Ed Sexton |
| <input type="radio"/> Annemarie Johnston | <input type="radio"/> Louise Nunn |
| <input checked="" type="radio"/> Bashir Khan | <input type="radio"/> Michael Bowles |
| <input type="radio"/> Beth Storm | <input type="radio"/> Michelle Hawley |
| <input type="radio"/> Diane Owens | <input type="radio"/> Rosie May |

Person filling in this EIA form

Lead officer

Lead Corporate Plan priority

<input type="radio"/> An In-Touch Organisation	<input type="radio"/> Strong Economy	<input type="radio"/> Thriving Neighbourhoods and Communities	<input type="radio"/> Better Health and Wellbeing	<input checked="" type="radio"/> Tackling Inequalities
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Portfolio, Service and Team

Cross-Portfolio

Yes No

Portfolio

People

Is the EIA joint with another organisation (eg NHS)?

Yes No

Brief aim(s) of the proposal and the outcome(s) you want to achieve

- 1) increase the skill levels of Sheffield's residents and so seek to improve the productivity and sustainability of local businesses.
- 2) improve the unemployed indicators within the City, moving long term unemployed residents to the "in demand" labour market and/or enhancing skill levels.
- 3) create increased revenue for the Council.
- 4) attract inward investment through co-ordinated pipeline offer of workforce skills within key sectors.

Impact

Under the [Public Sector Equality Duty](#) we have to pay due regard to the need to:

- eliminate discrimination, harassment and victimisation
- advance equality of opportunity
- foster good relations

More information is available on the [Council website](#) including the [Community Knowledge Profiles](#).

Note the EIA should describe impact before any action/mitigation. If there are both negatives and positives, please outline these – positives will be part of any mitigation. The action plan should detail any mitigation.

Overview

Briefly describe how the proposal helps to meet the Public Sector Duty outlined above

Impacts

Proposal has an impact on

<input type="radio"/> Health	<input type="radio"/> Transgender
<input type="radio"/> Age	<input type="radio"/> Carers
<input type="radio"/> Disability	<input type="radio"/> Voluntary/Community & Faith Sectors
<input type="radio"/> Pregnancy/Maternity	<input type="radio"/> Cohesion
<input type="radio"/> Race	<input type="radio"/> Partners
<input type="radio"/> Religion/Belief	<input checked="" type="radio"/> Poverty & Financial Inclusion
<input type="radio"/> Sex	<input type="radio"/> Armed Forces
<input type="radio"/> Sexual Orientation	<input type="radio"/> Other

Give details in sections below.

Health

Does the Proposal have a significant impact on health and well-being (including effects on the wider determinants of health)?

Yes No *if Yes, complete section below*

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Comprehensive Health Impact Assessment being completed

Yes No

Please attach health impact assessment as a supporting document below.

Public Health Leads has signed off the health impact(s) of this EIA

Yes No

Health Lead

Age

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Disability

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Pregnancy/Maternity

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Race

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Religion/Belief

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Sex

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Sexual Orientation

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Transgender

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Carers

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Voluntary/Community & Faith Sectors

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Cohesion

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Partners

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Poverty & Financial Inclusion

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Intended activities are there to support the skills pipeline available for Sheffield's businesses.

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

We are seeking to help businesses become more productive and sustainable thereby having a positive impact upon the local economy.

Armed Forces

Staff

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

Other

Staff

- Yes No

Please specify

Impact

- Positive Neutral Negative

Level

- None Low Medium High

Details of impact

Customers

- Yes No

Please specify

Impact

- Positive Neutral Negative

Level

- None Low Medium High

Details of impact

Cumulative Impact

Proposal has a cumulative impact

Yes No

<input checked="" type="radio"/> Year on Year	<input type="radio"/> Across a Community of Identity/Interest
<input type="radio"/> Geographical Area	<input type="radio"/> Other

If yes, details of impact

We seek an improved skills base for businesses within Sheffield.

Proposal has geographical impact across Sheffield

Yes No

If Yes, details of geographical impact across Sheffield

Local Partnership Area(s) impacted

All Specific

If Specific, name of Local Partnership Area(s) impacted

Action Plan and Supporting Evidence

Action Plan

Latest iteration available here: [Form 2 - Executive Report v.7 120421 RW amends \(002\).doc](#)

Supporting Evidence (Please detail all your evidence used to support the EIA)

Consultation

Consultation required

Yes No

If consultation is not required please state why

The Council is not required to carry out a consultation process in respect of these proposals.

Are Staff who may be affected by these proposals aware of them

Yes No

Are Customers who may be affected by these proposals aware of them

Yes No

If you have said no to either please say why

Summary of overall impact

Summary of overall impact

Summary of evidence

Changes made as a result of the EIA

Escalation plan

Is there a high impact in any area?

Yes No

Overall risk rating after any mitigations have been put in place

High Medium Low None

Review Date

DD/MM/YYYY

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