

**Report of:** Barbara Newton Head of Complex Needs

**Report to:** Sue Rumbold Chief Officer Partnerships, Children and Families

**Date:** 15/02/2018

**Subject:** To waive the requirement of the Contracts Procedure Rule(s) number 8.1 and 8.2 in order to provide one year Section 31 grant funding received from DfE to the Lighthouse Futures Trust to promote and further develop supported internships in the city as a critical part of the SEND reforms.



Are specific electoral Wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

## Summary of main issues

1. The report seeks the approval of the Chief Officer for Partnerships, Children and Family Services in waiving the requirements of the Council's Contracts Procedure Rules (CPR's) in respect of providing a one off grant fund to Lighthouse Futures Trust.
2. On 25 January 2018 the Secretary of State for Education wrote to Leeds City Council detailing a S31 Grant Determination for the SEND Preparation for Employment Grant 2018 [DfE Ref: GR1000360 / MHCLG ref: 31/3185]. The purpose of this one-off grant is to promote supported internships and other preparation for employment activity for young people with special educational needs and disabilities (SEND), which is a critical aspect of the SEND reforms.
3. Given the timescales of receiving the grant and the aim of mobilisation activity as quickly as possible to achieve maximum benefit across the full financial year 2018/19 a waiver is being sought to award funding to the Lighthouse Futures Trust.

## 4. Recommendations

The Chief Officer for Partnerships, Children and Family Services is recommended to waive contract procedures rules to award a grant, without competition, to Lighthouse Futures Trust to promote and further develop supported internships in the city as a critical part of the SEND reforms. The grant will commence on 1<sup>st</sup> April 2018 and will expire on 31<sup>st</sup> March 2019. The grant is for a maximum of £50,000.

## **1 Purpose of this report**

- 1.1 The report seeks the approval in waiving the requirements of the Council's Contracts Procedure Rules (CPR's) in respect of providing a one off grant fund to Lighthouse Futures Trust to promote supported internships activity for young people with special educational needs and disabilities (SEND).

## **2 Background information**

- 2.1 In February 2018 Leeds City Council received a one off S31 grant fund with a value of £104,891 from the DfE.

- 2.2 The Department's expectation is that local authorities will use the funding provided to:

- provide job coach training to increase the pool of expert job coaches available to support young people with SEND on work placements; and
- set up local supported internship forums. They anticipate that a local forum would bring together education providers, local authorities, employers and other key figures to identify local opportunities and overcome the local barriers to create a supported internship programme.

- 2.3 The DfE expect the majority of local authorities to appoint a full time supported internship coordinator to develop local supported internship forums and arrange job coach training. They believe that establishing the forums and delivering the job coach training will support the sustainability of supported internships beyond the life of the funding. A view which is very much supported locally.

- 2.4 There are a number of supported internship providers in the city, Leeds City College, MENCAP and the Lighthouse Futures Trust. The Lighthouse Futures Trust are working closely with the college as well as some of the special schools with post 16 provision across the city. The trust has established a group supported internship model which is attracting local, regional and national attention. The model includes:

- 3 to 6 Interns in larger organisations, KPMG, YW, John Lewis, Metro, Vida Health Care, NHS, etc.
- 2 Job Coaches on site
- Vocational Profiling and Job Carving to create new roles
- Termly Rotation
- Targets, Appraisals, and monitoring
- Fusion App for remote support
- High Outcomes - Employment via Host or via Employer network -Northern Supportive Employer Forum (2017 – 100%)

- 2.5 Previous funding received from the DfE as part of the SEND reform grant was awarded by the local authority to the lighthouse futures trust to build capacity to develop and roll out the model. The provider has a proven and effective track record of using grant funding with maximum effect and ensuring the benefits are sustained long after the funding has been used.

### **3 Main issues**

- 3.1 The Complex Needs Service has provided a pivotal leadership role in developing, establishing and rolling out supported internship study programmes in Leeds over the past three years. Strong partnerships across the city have been developed and enabled the numbers of supported internship placements in Leeds during this time to grow from 0 close to 50. There are plans in place to grow this number further.
- 3.2 In 2016 the Department for Education published the Post 16 Skills Plan. The plan states that all young people with EHC plans should undertake a supported internship, which includes an extended work placement, unless there is a good reason not to do so. Whilst significant progress has been made locally in rolling out supported internship study programmes the City is well placed to accelerate our developments and increase the numbers of supported internships further in line with the intentions of the national post 16 skills plan.
- 3.3 The S31 SEND reform Grant provides a welcomed opportunity to invest in this development. The intention of allocating a grant to the Lighthouse Futures Trust is to:
- further build job coach capacity locally by funding training for 7 job coaches from across the city post 16 providers – in line with national standards e.g. L3 job coach and Training in Systemic Instruction (TSI) (£15,000)
  - Fund a senior job coach at Lighthouse Futures Trust (£25,000) to:
    - Develop and expand the supported internship employers network – strengthen links with the Child Friendly Leeds Employers network
    - Expand supported internship study programmes
    - Celebrate successes and marketing campaign to increase awareness of supported internships
    - Explore collaboration across the region - regional conference
  - Provide capacity to develop a specialist recruitment offer (£10,000) – to seek employment for those students who didn't move directly into employment at the end of their study programme
- 3.4 The total value of the grant to be awarded to the Lighthouse Futures Trust as detailed above is £50,000.
- 3.5 This leaves £54,891 of the grant remaining. It is proposed that this is retained and ring-fenced to provide capacity to deliver the work required as part of the recommendations of the recent Strategic review of SEND, approved by the Executive Board in February 2018. Specifically, Priority three:
- Consideration of a central post-16 SILC provision. This gained a great deal of support through the consultation. We would look to establish a working group, involving the SILCs/Lighthouse and Leeds City College/other post-16 providers, to take this priority forward. (Note: an additional capital allocation, outside of the capital grant provided by the DfE for this review, would be required for the allocation of building a central post-16 SILC). This will need to be agreed through Good Learning Places Board and follow due governance. This will need to include a further review of provision and progression routes available for young people with SEND aged 16-25, and how this aligns to the agenda around preparation for adulthood.

- 3.6 Supported internships and increasing employment outcomes of 16-25 year olds with SEND will be a key component of any central post 16 specialist provision, hence retaining some of the S31 grant to provide capacity to do this work.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 The proposal has been through consultation process involving: The Head of Complex Needs, the Chief Officer Partnerships, Financial Manager for Complex Needs Service, Executive Member for Children and Families and the Chief Executive Officer of the Lighthouse Futures Trust.
- 4.1.2 The Head of Service Commissioning & Market Management, Children & Families has been consulted to ensure compliance with contract procedure rules and EU regulations.
- 4.1.3 The Lighthouse Futures Trust will be expected to work in close partnership with all post 16 providers in the City in delivering the grant funded activity.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 An Equality, Diversity, Cohesion and Integration Screening has been completed and is attached to this report.

### **4.3 Council policies and Best Council Plan**

- 4.3.1 Delivering supported internships and increasing the numbers of young people with SEND leaving education and entering the world of work is a key element of the Preparing for Adulthood (PfA) Strategy. This fits with the vision of Leeds to be the best place it can be: a child friendly city and a compassionate city with a strong economy as set out in the Best Council Plan. It is not only in the best interests of the individuals and families involved but also for the communities of Leeds and the city as a whole that collectively we have high aspirations for our children and young people with SEND and support and enable them to transition into adulthood and reach their full potential. That may be: employment, independent living, participating within an inclusive community, as well as meeting their health and well-being needs.
- 4.3.2 Developing supported internships will also the Leeds Joint Health and Wellbeing Strategy 2016-2021 through contributions to the outcomes of:
- People will live longer and have healthier lives
  - People will live full, active and independent lives
  - People's quality of life will be improved by access to quality services
- 4.3.3 The strategy has helped to influence recent service redesign within employment and skills and young people with SEND are now a priority group for key employment and skills activity across the city.
- 4.3.4 To support the delivery of supported internships and raising aspirations around employment close links have been made with the corporate social value work and details about supported internships. The lead for the PfA Strategy is named in the guidance for commissioners.

### **4.4 Resources and value for money**

- 4.4.1 The total value of the one off grant is £50,000. There is a clear understanding between the directorate and Lighthouse Futures Trust in the intentions of the grant and the expected deliverables. There is high confidence in the provider to deliver based on the quality of and high successful outcomes of their programme.

#### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 The total value of the one off grant is £50,000 and would therefore be subject to a waiver under the contract procurement rules 8.1 and 8.2. This would not be subject to call in.
- 4.5.2 The decision to waive CPRs is a significant operational decision under CPR 27.2 and so this report will be published but is not subject to call-in.
- 4.5.3 Allocating the grant to this provider without competition could leave the Council open to a potential claim from other providers, to whom this grant could be of interest, that it has not been wholly transparent. In terms of transparency it should be noted that Contracts Procedure Rules suggests that grants of this value should be subject to a degree of advertising. It is up to the Council to decide what degree of advertising is appropriate. In giving the grant funding to this provider without competition there is a potential risk of challenge from other providers who have not been given the chance to tender for this opportunity.

#### **4.6 Risk Management**

- 4.6.1 There is a potential risk of challenge from other providers who have not been given the chance to tender for this grant funding. The Chief Officer for Partnerships, Children and Family Services is asked to accept this request for the reasons stated in 4.5.2.
- 4.6.2 In the event this waiver to award the grant is not approved, expectations of the DfE S31 grant funding will remain and therefore alternative arrangements will need to be put in place. This would prove very difficult given constraints of time.

### **5 Conclusions**

- 5.1 The Chief Officer of Partnerships Children and Family Services is asked to note the contents of this report and approve the waiver of contract procedures rules 8.1 and 8.2 to award a grant of £50,000, without competition, to Lighthouse Futures Trust to promote and further develop supported internships in the City.

### **6 Recommendations**

- 6.1 The Chief Officer for Partnerships, Children and Family Services is recommended to waive contract procedures rules to award a grant, without competition, to Lighthouse Futures Trust to promote and further develop supported internships in the city as a critical part of the SEND reforms. The grant will commence on 1st April 2018 and will expire on 31st March 2019. The grant is for a maximum of £50,000.

### **7 Background documents<sup>1</sup>**

- 7.1 None

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.