

GREATER LONDON AUTHORITY

REQUEST FOR DIRECTOR DECISION – DD2068

Title: Team London SkillUp – approval for receipt of funds

Executive Summary:

In MD1526 approval was given for the establishment of the Team London Skill-Up programme. This programme provides free training and support for small charities in London on topics identified as most needed.

Business partners provide this support and deliver two modules a year on their topic, plus an accompanying mentoring offer. They pay a cash value of £5k p.a. for a two year period plus substantial Value In Kind.

In DD1440 and DD1466 approval was requested to receive cash and in kind support from our previous module partners. We are now developing 2 additional modules: (i) Business strategy and planning from Elixirr and (ii) Technology from Microsoft. This DD requests approval to receive up to £20k cash value and up to £80k value-in-kind from these two new partner businesses to support the Team London SkillUp programme.

Decision:

That the Executive Director of Communities and Intelligence approves:

1. receipt of up to £10,000 cash value from Elixirr and up to £10,000 cash value from Microsoft; and
2. receipt of value-in-kind of up to £40,000 from Elixirr and up to £40,000 from Microsoft.

AUTHORISING DIRECTOR

I have reviewed the request and am satisfied it is correct and consistent with the Mayor's plans and priorities.

It has my approval.

Name: Jeff Jacobs

Position: Head of Paid Service

Signature:



Date:

09/3/2017.

PART I - NON-CONFIDENTIAL FACTS AND ADVICE

Decision required – supporting report

1. Introduction and background

Team London Skill-Up programme was previously agreed in MD1526 and then DD1440 and DD1466 covered previous receipt of funds.

Team London is committed to supporting small charities in London's third sector, and without the services of the 22,500 small charities currently functioning in our city, millions of Londoners would lose vital support and services. Our Skill-Up programme provides training and support in the topic areas most needed by London's small charities. The programme started in June 2015.

We are very proud to be partnering with the business partners listed below and will provide the following training:

CIPD	HR training
Twitter	Social Media training
Citi	Finance
Natixis	Preparing and securing Business Partnerships
Portland	Communications
Elixirr	Strategy and Business Planning
Microsoft	Using Technology

2. Objectives and expected outcomes

A general decline in funding and resources, but a growing need for those services, has resulted in many small charity staff having to multi-task across a number of functions, with little time or funds to take on the extra training so badly needed. The impact of this combination is that charities can find that they are less efficient than they would want to be, they cannot grow as quickly as they might like to, and their staff can find themselves frustrated, trying to learn by doing.

Team London wanted to address this issue, and based on research from the Foundation for Social Improvement (FSI) and focus groups with small charity staff, we were able to identify the key gaps in the training offer for this audience, and some key issues for the staff themselves around quality of training, costs and the time available to implement learning. The Skill-UP programme was developed to address all these factors.

The Skill-UP programme offers free high quality skill-sharing, delivered by business volunteers who are experts in their industry areas. The unique selling point is that the programme includes both a practical toolkit with templates, tips and examples to take away, plus the most important element for this audience, post-training support, in the form of long term mentoring or post-training sessions to help implement the learning into the organisation. The outcomes, measured by pre and post course and mentoring attendance, are increased knowledge and confidence in the topic areas covered, and the ability of the charitable organisation to manage that aspect of their work more effectively. For business delivery partners there is a development opportunity for staff both in the development of the materials and training module and the provision of mentoring afterwards, which provides opportunities to more junior staff to work with a sector they may not be familiar with and to carry out tasks that they would otherwise not be exposed to. The Skill-UP programme now provides expert training in all of those areas that were identified as having the greatest need.

Business support for SkillUp comes in the form of a small (£5k p.a.) cash contribution and substantial value-in-kind (“VIK”). This VIK consists of the time spent by staff on developing the training module, which includes spending time with sector focus groups, and in refining the materials post delivery of the module once feedback has been received. In addition the business often hosts the module, providing rooms and catering, as well as the staff time involved in delivery. Subsequently the business gives VIK through the time spent by staff in mentoring the charities and ensuring that implementation of learning can take place.

Partners receive marketing and promotional opportunities, for example at our International Volunteering conference on 5th December, SkillUP was prominently featured, in the form of a Blueprint for the programme which is available in both hard and soft copies and was distributed by attendees, participation from SKILLUP business partners on conference panels to promote their contribution to the programme. It also features in our Impact report, which is used as a marketing and promotional asset for the team, and highlights the contribution of business partners.

3. Equality comments

Small charities in London support diverse communities with many different requirements. By enabling these charities to access high quality training and support we will be having a positive impact on equalities. All training is accessible to those with access requirements and additional support needs and we are always careful to ensure that reasonable adjustments can be made.

4. Other considerations

The Skill-Up programme has worked with over 200 charities so far, and over the next 1-2 years will work with another 100. We have nearly 100 business mentors taking part in post course follow up. The programme enables charities to be supported, build capacity and forge relationships with corporate partners. This strengthening of the sector and forming cross partner relationships is very much a priority for the Mayor and the Deputy Mayor for Social Integration, Social Mobility and Community Engagement, Matthew Ryder QC.

5. Financial comments

5.1 The total equates to £80,000 value-in-kind and £20,000 cash contribution allocated as per the table below. In return for the value-in-kind, project partners will receive marketing and publicity services; and staff development opportunities from the GLA for which the monetary value is equivalent of the deliverables that it is receiving, thus resulting in VAT charges on both sides. Consequently, the GLA and all the project partners/sponsors should supply VAT only invoices to ensure VAT is correctly accounted and paid for.

5.2 The total cash contributions and VIK detailed below:

	2016-17 Income	2017-18 Income
Elixirr	£5,000	£5,000
Microsoft	£5,000	£5,000
Total cash contribution	£10,000	£10,000

	2016-17 VIK	2017-18 VIK
Elixirr	£20,000	£20,000
Microsoft	£20,000	£20,000
Total VIK contribution	£40,000	£40,000

6. Legal comments

- 6.1 The foregoing sections of this report indicate that the decisions requested of the director fall within the GLA's statutory power to promote and/or to do anything which is facilitative of or conducive or incidental to the promotion of social development in Greater London.
- 6.2 Officers have indicated how they have complied with the Authority's statutory duties to:
- (a) pay due regard to the principle that there should be equality of opportunity for all people;
 - (b) consider how the proposals will promote the improvement of health of persons, health inequalities between persons and to contribute towards the achievement of sustainable development in the United Kingdom; and
 - (c) consult with appropriate bodies.
- 6.3 In taking the decisions requested of him, the director must have due regard to the Public Sector Equality Duty; namely the need to eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Equality Act 2010, and to advance equality of opportunity between persons who share a relevant protected characteristic (race, disability, gender, age, sexual orientation, religion or belief, pregnancy and maternity and gender reassignment) and persons who do not share it and foster good relations between persons who share a relevant protected characteristic and persons who do not share it (section 149 of the Equality Act 2010). To this end, the director should have particular regard to section 3 (above) of this report.
- 6.4 Prior to the commencement of the project, it is recommend that the officers ensure that appropriate documentation be put in place to record the terms, upon which the funding and value-in-kind is being provided by Elixirr and Microsoft.

7. Planned delivery approach and next steps

Activity	Timeline
Procurement of contract [for externally delivered projects]	December
Announcement [if applicable]	n/a
Delivery Start Date [for project proposals]	Elixirr module in Feb/March 2017 and Microsoft module in January 2017
Delivery End Date [for project proposals] 2 modules will be delivered by each business partner, over a two year period, with exact dates to be confirmed	Likely to be December 2018

Appendices and supporting papers:

Public access to information

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOI Act) and will be made available on the GLA website within one working day of approval.

If immediate publication risks compromising the implementation of the decision (for example, to complete a procurement process), it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

Note: This form (Part 1) will either be published within one working day after approval or on the defer date.

Part 1 Deferral:

Is the publication of Part 1 of this approval to be deferred? NO

If YES, for what reason:

Until what date: (a date is required if deferring)

Part 2 Confidentiality: Only the facts or advice considered to be exempt from disclosure under the FOI Act should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a part 2 form – NO

ORIGINATING OFFICER DECLARATION:

Drafting officer to confirm the following (✓)

Drafting officer:

Alice Wilcock has drafted this report in accordance with GLA procedures and confirms that:

✓

Assistant Director/Head of Service:

Laura Brown has reviewed the documentation and is satisfied for it to be referred to the Sponsoring Director for approval.

✓

Financial and Legal advice:

The Finance and Legal teams have commented on this proposal, and this decision reflects their comments.

✓

Corporate Investment Board:

The Corporate Investment Board reviewed this proposal on 6 March 2017.

EXECUTIVE DIRECTOR, RESOURCES:

I confirm that financial and legal implications have been appropriately considered in the preparation of this report.

Signature

M. J. Alce

Date

7.3.17

