


Decision Record – Approval to extend the term of the Dynamic Purchasing System in order to award contracts for Apprenticeship Training to Approved Training Providers

Cabinet Portfolio Holder taking the decision	Cllr Peter Butlin Deputy Leader - Finance & Property
Date of Decision (not before 18 January 2019)	18/1/2019
	

Decision Taken

That the Deputy Leader (Finance and Property) :

- (1) approves the extension of the established Dynamic Purchasing System for a further 2 years, from 1 May 2019 to 30 April 2021 which is the mechanism for the award of contracts for Apprenticeship Training for the Council to Approved Training Providers.
- (2) approves and authorises the Joint Managing Director (Resources) to award contracts to Providers accepted onto the DPS and to award all subsequent contracts for the provision of apprenticeship training via the Dynamic Purchasing System on terms and conditions satisfactory to him.

Reasons for Decisions

Approval for the procurement of contracts is required of the Portfolio Holder for Property.

Background Information

The Apprenticeship Levy came into force on 6th April 2017 and the Council is required to pay 0.5% of its pay bill, (currently approximately £1.2 million per annum), into the levy. The Council has been able to recoup funds from the levy to invest in apprenticeship training from May 2017.

Apprenticeship training provision purchased via the levy is not just intended for young Apprentices, it can also be directed towards the Council's existing employees who wish to undertake a recognised qualification as part of their continuing professional development.

The Government has stipulated that all UK employers, from May 2017, can only spend the levy with apprenticeship training providers and apprenticeship assessment organisations that are on the Education and Skills Funding Agency's Registers¹. Additionally for public sector employers, the contracts that are let for apprenticeship training and assessment must comply with the Public Contract Regulations 2015 (PCR).

The Council therefore established a Dynamic Purchasing System (DPS) in June 2017 as a method of contracting with the apprenticeship training providers and apprenticeship end-point assessment organisations on the Registers in a way that is compliant with the PCR in order to access Apprenticeship Levy funds.

¹ The Register of Apprenticeship Training Providers and The Register of End-point Assessment Organisations

The Council engaged Coventry City Council, Solihull Metropolitan Borough Council and Warwick District Council to use the DPS as a collaborative solution to contracting with apprenticeship training and end point assessment providers across the region. This gives the opportunity to aggregate apprenticeship training requirements in mini-competition processes for call off contracts and to drive additional value from the market. The Council remains the lead authority for the DPS.

The Council has placed many call-off contracts via the DPS for the following apprenticeship standards: Data Analyst, Software Developer, Paralegal, Health and Social Care, Adult Care Worker, Children and Young People Worker, Legal Administration, Accounting Taxation Professional, Vehicle Maintenance, Business and Administration, HR consultant, Facilities Services, Leadership, Management, Supporting Teaching and Learning, Customer Service, Infrastructure Technician, Project Management, Associate Project Manager and Construction Technical & Professional.

The DPS Agreement between the Council and the DPS contractors will expire on 30th April 2019 (the initial DPS term). The Council may, by giving contractors a minimum of 3 months' notice in writing, extend this DPS agreement by 2 years beyond the Initial DPS Term.

Financial Implications

As set out in the report.

Report Author	Dan Nash
Head of Service	Sarah Duxbury
Joint Managing Director	David Carter
Portfolio Holder	Councillor Peter Butlin

Checklist

Urgent matter?	No
Confidential or Exempt?(State the category of exempt information)	No
Is the decision contrary to the budget and policy framework?	No

List of Reports considered - please include link to report

Link to published proposed decision report:

<https://democratic.warwickshire.gov.uk/cm5/Calendarofmeetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/4299/Committee/586/Default.aspx>

List of Background Papers - please include a contact for access to background papers

None

Members and officers consulted or informed – please include any comments

Portfolio Holder – Councillor Peter Butlin
 Corporate Board
 Legal – Jane Pollard
 Finance – Virginia Rennie
 Equality – Keira Rounsley
 Democratic Services – Paul Williams