



Councillor G Guglielmi  
C/o Leadership Support Team  
Town Hall  
Station Road  
Clacton on Sea  
Essex  
CO15 1SE

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Our ref : DM/15062021

25 June 2021

Dear Councillor Guglielmi

**Back to Business (B2B)**

As you are aware Career Track are keen to support the Council's B2B agenda, to support the District's recovery from the ongoing Covid-19 pandemic.

The Council's strategy is to support a number of priorities in the Corporate Plan and we have submitted a project plan to address three priorities as detailed below:

- Support existing businesses
- More and better jobs
- Develop and attract new businesses

I have included below an extract from the Council's B2B report stating our project proposal.

Project proposal	Amount	Decision required
<p>Add value to the Council's Career Track Programme to improve opportunities and quality of apprenticeship schemes for young people by:</p> <ul style="list-style-type: none"> <li>▪ Providing small/medium employer wage incentive for apprenticeships (20K for 10 targeted employers to support 25% of training allowances)</li> <li>▪ Providing an online platform to enable remote assessments for learners;</li> <li>▪ Provide a learner engagement app;</li> <li>▪ Provide increased soft skill support, i.e. focussing on the right behaviours;</li> <li>▪ Provide functional skills taught courses (to raise English and Maths levels);</li> <li>▪ Provide laptops and tablets for loan use by apprentices in small settings, for training courses, one to one sessions and initial assessment.</li> </ul>	£30,000	Publish Officer Decision with Portfolio Holder Concurrence agreeing the scope of the project.

If you are in support of Career Track being able to offer this project to benefit local employers and potential new apprentices, then I should be grateful if you would sign and return the concurrence below.

Yours sincerely

Debianne Messenger  
Work Based Learning Manager  
Career Track

Dear Debianne

I refer to your letter dated 25 June 2021 requesting my approval to support the B2B Career Track/Apprenticeship project.

- I concur / do not concur with the use of these funds for the purpose described above.

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Councillor G Guglielmi  
Portfolio Holder for Corporate Finance and Governance

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Dated

- Please delete as appropriate

Additional comments (if not concurring)
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