

## Officer Decision Record Template

Record of Decision of *Martin Beasley* taken in consultation with Matthew Gladstone

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*Where the delegation is subject to consultation with a Cabinet Spokesperson or other officer, the position of the Spokesperson or officer should be inserted above and they should be asked to sign below. Where no consultation is required, delete these references.*

### Subject

Evolutive is the CRM system used by Enterprising Barnsley. It has been used since 2005 and the current contract was purchased via single tender procurement as agreed in 2009 with ERDF funders as the only available CRM for the project.

The CRM system has been used by the Enterprising Barnsley team since 2009 in the delivery of various ERDF projects and currently stores all client data for Enterprising Barnsley including Inward Investment, Property Management and Business Support records etc.

Evolutive is also used for recording performance of the Sheffield City Region Launchpad project, delivered across the City Region of which BMBC are a partner and accountable body. Our Launchpad partners across the Sheffield City Region also use an online portal which links to Evolutive which enables us to manage the delivery of the programme to avoid duplication and reduce the risk of ineligible activity.

The license has been renewed each year since 2009. Current funded projects are in place until March 2022 of which we require the use of the Evolutive CRM. BMBC has a continued need of a CRM to record Enterprising Barnsley activity and report to the European Commission, DCLG, Sheffield City Region, Barnsley Economic Partnership and the Senior Management Team (Corporate Performance).

We request approval of the purchase order for 1year license renewal for Evolutive from April 2020 to March 2021.

The cost for the renewal from April 2020 to March 2021 is £8,684 plus VAT

All Enterprising Barnsley programme/performance management data is stored on Evolutive which provides the management information needed to report to partners and the funding bodies listed above. The CRM system is also a crucial tool during audit as the information submitted and saved on the system provides an evidence trail mitigating BMBC from claw-back of funding from external partners.

Evolutive and the information stored on the system has been scrutinized and analysed by funding inspectors and auditors therefore we know that the CRM is robust and fit for purpose.

The system is imperative for Enterprising Barnsley to evidence how the department is performing and ensuring we can evidence the tangible outputs which are linked to the Barnsley Jobs and Business Plan strategy and our corporate indicators.

The cost to migrate the enormous data set and train staff on an alternative CRM system would supersede the costs of renewing the license therefore pursuing with Evolutive is the most sensible option.

IT are aware of the system and have not objected to the renewing of the license. Evolutive has been integrated into the BMBC IT system for some years so there are no compatibility issues.

If the license is not renewed Enterprising Barnsley will be unable to report outputs to the MHCLG funders which will affect the submission of claims and ultimately put BMBC at risk of

losing the ERDF funding and a potential claw-back position if we are unable to evidence activity that has been funded by ERDF.

Timescales are short, the current license expires on the 31<sup>st</sup> March 2020

Authority

*Matthew Gladstone has approved this procurement via email on the 31<sup>st</sup> March 2020*

Decision Taken

Approval of the purchase order for 1year license renewal for Evolutive from April 2020 to March 2021 and approval for the following years from April 2021 to September 2023.

Date of Decision

*31st March 2020*

Elected Member Conflicts of Interest

*Record any conflicts of interest, and dispensations granted*

*Signature*



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*(Matthew Gladstone) 31/03/20*

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*(Insert more Officer names as required)*

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*Signature  
Cabinet Spokesperson  
(if required)*

*Scan / email the completed form and appendices to the Council Governance Unit and keep the original on the project file*