

Operational Decision Record

Publication Date: 5 November 2021	Decision Reference Number: 4426
Decision Title	
Child Friendly Cities – UNICEF Training and Support	
Decision Value	
£90,000	
Revenue or Capital Spend?	
Revenue	
Department	
People	
Contact Officer (Name, job title, and contact details)	
Rachel Sidebottom, Child Friendly Cities Lead	
Decision Taken	
To approve the expenditure of £30,000 per year over 3 years from Small Steps Big Changes to award a contract directly to UNICEF for training and support as part of working in partnership to achieve Child Friendly City status for Nottingham.	
Reasons for Decision and Background Information	
<p>The Child Friendly Cities (CFC) project is part of legacy work for Nottingham children from the Big Lottery-funded Small Steps Big Changes (SSBC) programme. It is an opportunity to ensure that work across the city is underpinned by a children's rights-based approach. The funding will pay for training and support from UNICEF throughout the CFC project.</p> <p>CFC is an international accreditation, assessed and awarded by UNICEF, so it is the only organisation able to provide this support and training.</p> <p>'Child Friendly Nottingham' is a commitment in the Council Plan and this project is a large contributor to this commitment.</p> <p>This project offers best value for money for the Council as it will benefit from all of the support and pre-prepared tools from UNICEF, which includes training for the Council workforce, as well as partners and communities across the city, which the Council would otherwise have to develop by itself.</p>	

Other Options Considered and why these were rejected

- 1) To proceed with the project without UNICEF support: this option is rejected as the Council would not be able to gain accredited status as a CFC if it is not able to access UNICEF support and additional training.
- 2) To do nothing: this option is rejected as the Council would not be able to implement and evidence a legacy of a child rights-based approach to its work.
- 3) To undertake a tender process to secure a provider to provide the support: this option is discounted because the CFC accreditation is operated solely by UNICEF and, therefore, it is the only organisation able to provide the necessary support and award the accreditation.

Reasons why this decision is classified as operational

This is classed as an operational decision as:

- the total value is £90,000 (£30,000 per annum for 3 years) and therefore below the required limit; and
- the decision is within the agreed budget for the CFC project.

Additional Information

Legal Advice:

There are no significant legal issues arising from this decision. As this is specifically for the purpose of seeking accreditation from UNICEF for the Child Friendly City status, the Council is only able to contract with UNICEF for the appropriate training and support.

A dispensation may be granted for operational reasons. The dispensation here is from the need to conduct a quotation process and, due to the value, there are no Public Contract Regulations 2015 implications.

Advice provided by Naomi Vass (Senior Solicitor) on 16/08/2021.

Finance advice:

The decision seeks to approve a training and support programme as part of the Child Friendly Programme (original approval in Delegated Decision 4099) for the purpose of achieving a 'Child Friendly' status from UNICEF.

The Child Friendly project is funded from the Small Steps Big Changes (SSBC) programme. The cost of the training programme is £30,000 and funded from SSBC in line with current arrangements outlined in the Memorandum of Understanding. The accreditation is awarded by UNICEF, and therefore the only provider with pre-prepared tools to enable this. On this basis, the request for dispensation is reasonable, as acknowledged by Legal and Procurement colleagues.

Advice provided by Christine Green (Strategic Finance Business Partner) on 06/10/2021.

Procurement advice:

This decision relates to the receipt of funding from Small Steps Big Changes and award of a contract to UNICEF to provide support and training to the Council to achieve Child Friendly City status.

Child Friendly City is an international accreditation assessed and awarded by UNICEF, therefore UNICEF is the only organisation able to provide the necessary support. It is understood that without access to the established tools offered by UNICEF, it would be likely to cost the Council more to develop the training required to achieve the accreditation standard. Therefore, the proposal is supported from a Procurement perspective.

Advice provided by Jo Pettifor (Procurement Team Manager) on 17/08/2021.

Dispensation from the Financial Regulations to grant a direct award of this contract to UNICEF was approved on 25 October 2021.

The decision has been discussed with Councillor Cheryl Barnard, Portfolio Holder for Children and Young People, in PHB on 27 September 2021 and approved by Councillor Barnard as a way forward for the CFC Project.

Jeremey Lyn Cook, Information Compliance Specialist, has advised that a Data Protection Impact Assessment will be required for the CFC project. This needs to be completed before the project commences (January 2022) but is not needed for this decision.

Decision Maker (Name and Job Title)

Catherine Underwood
Corporate Director for People

Scheme of Delegation Reference Number

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Date Decision Taken

18 October 2021