

Operational Decision Record

Publication Date 28 June 2022	Decision Reference Number 4661
Decision Title Swim England Partnership	
Decision Value Up to £100,000	
Revenue or Capital Spend? Revenue	
Department Resident Services – Sport and Leisure	
Contact Officer (Name, job title, and contact details) Claire Sullivan, Swim School Officer claire.sullivan@nottinghamcity.gov.uk	
Decision Taken To enter into a contract with Swim England, to cover the term 5 June 2022 to 5 February 2024, to buy in the following services to support the direct delivery of the Council's Nottingham Swim School 2022/24 swimming lesson programme: <ul style="list-style-type: none"> • Swim England badges and certificates (these are sold on to customers when they have achieved a swim distance and stage in the lesson programme); • hosting Swim England Swim teacher training courses (Level 1 and Level 2); • carrying out observations on the swimming lessons, including feedback to each of the six leisure centres to ensure a quality programme is being delivered in line with the Swim England Learn to Swim Framework; • hosting Swim England Continuing Professional Development to the workforce to ensure upskilling and latest product information is received by teaching staff; • working in partnership on a Swim Teacher Recruitment Academy to tackle the shortage of swim teachers in the city and ensure the Council can continue to deliver the swimming lesson programme as well as look to develop and offer additional swimming lessons to meet the demand locally and teach more people to swim. 	
Reasons for Decision and Background Information Swim England is the national governing body for swimming. It has produced a Learn to Swim Framework that the Council delivers its lessons to, as do the majority of other swimming lesson operators. Swim England also produce and sell awards (badges and certificates) to complement the Learn to Swim framework and the Council purchases these and sell on to its customers for a small fee. Swim England and the Institute of Swimming invest heavily in tutor education and have a vast database of tutors to deliver Swim Teacher level 1 and 2 qualifications nationally. These accredited qualifications are needed in order to be gain	

employment as a swim teacher. More recently, Swim England has developed a programme called the Swim Teacher Recruitment Academy, in response to a shortage of swim teachers nationally. The Council is working in partnership with swim England to deliver this project locally to ensure that there are local swim teachers to continue swimming lesson provision and to enable the Council to grow the programme in order to teach more people to swim.

The Council does not have the resource to develop these accredited training courses or learn to swim resources and awards in house, instead it is are seeking approval to buy the expertise, support and knowledge of the national governing body of swimming.

The ability to train and run Swim Teacher level 1 and 2 courses, as well as Continuing Professional Development training, has a direct impact on the swimming lesson provision that is provided within the Council's six leisure centres. The Council currently has 4,700 members of all ages from 6 months of age enrolled on our swimming lesson programme across the city.

Other Options Considered and why these were rejected

To use another provider: the only other provider of swim teacher training and swimming lesson resources is an organisation called the Swim Teachers Association (STA), however, this is a much smaller organisation. At the moment, the STA not offering a programme like the Swim Teacher Recruitment Academy and its does not have enough qualified swim tutors to be able to deliver Level 1 and 2 swim teacher qualifications. This would leave the Council with a shortage of qualified swim teachers, as well as lack of Continuing Professional Development training and support with observing and quality assuring the swimming lessons.

Reasons why this decision is classified as operational

This decision for the direct delivery of our Nottingham Swim School 2022/24 swimming lesson programme is below £150,000 in value and is being taken within agreed policies and budgets.

Additional Information

Legal Comments

In terms of the spend with the IOS, i.e. purchasing the training programmes, since the Council spends over £25,000 per year, in order to comply with Article 18 of the Constitution, three quotations need to be obtained before awarding the contract to Swim England/IOS. However, if Swim England is the only provider that can offer these services then then an exemption to the three quotation process can be requested for the value of £100,000, due to the value being around £30,000 per year.

Comments provided by Amana Parveen, Solicitor – Contracts and Commercial, on 27 May 2022

Exemption from procurement procedures has been sought and granted on 10 June 2022. This allows the agreed spend with Swim England. Ongoing spend to this level is unlikely once the programme is resourced and, if required, a formal procurement exercise will be undertaken.

Decision Maker (Name and Job Title)
Frank Jordan, Corporate Director for Resident Services
Scheme of Delegation Reference Number
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Date Decision Taken
23 June 2022