

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2039
Author:	Danny Goodwin
Department:	Development
Contact:	Danny Goodwin (Job Title: Employment & Skills Officer, Email: danny.goodwin@nottinghamcity.gov.uk, Phone: 01158765892)
Subject:	2015 Nottingham Jobs Fair
Total Value:	Exempt (Type: Revenue)
Decision Being Taken:	To approve dispensation from Contract Procedure Rule 5.1.1, in accordance with Financial Regulation 3.29, to enter into a contract with Capital FM arena to host the 2015 Nottingham Jobs Fair on Tuesday 8 September 2015.
Reasons for the Decision(s)	<p>The cost of hiring of the venue is paid by the Council (as the organising body), but the Nottingham Jobs Fair is funded through a combination of sponsorship, exhibitor fees, partnership contributions and funding from Employment & Skills.</p> <p>The Nottingham Jobs Fair is a flag-ship event for the City Council, an essential part of the Employment and Skills agenda and the outcomes are critical to the Council's unemployment reduction target.</p> <p>The Capital FM arena is the only venue in Nottingham which can accommodate an event which attracts 3-5000 residents and therefore 3 quotations cannot be sought.</p> <p>Last year the Jobs Fair attracted over 3000 local jobs seekers, with more than 570 people securing jobs as a result of attending.</p> <p>The Jobs Fair also attracts significant support form local, national and internationl employers and at last years event over 70 were present.</p> <p>The plan for the 2015 Jobs Fair is to build on the lessons learnt from previous years experience and to ensure that this flag-ship event is even more successful. The Capital FM arena remains the only venue in the city centre that can cater for the numbers of clients, employers and providers involved in the event and as such a dispensation to go out to tender is being requested.</p>
Other Options Considered:	<p>Hold the event at an alternative venue - this option was rejected as there is no other venue in Nottingham which can accommodate an event of this type and scale.</p> <p>Not to enter into a contract - this option was rejected as it would lead to the cancellation of the 2015 Jobs Fair.</p>

Background Papers: **None**

Published Works: **None**

Affected Wards: **Citywide**

Colleague / Councillor Interests: **N/A**

Dispensation from Financial Regulations: **Yes**

Exempt Information:

Description of what is exempt: **The value of the contract**

An appendix (or appendices) to this decision is exempt from publication under the following paragraph(s) of Schedule 12A of the Local Government Act 1972

3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information). **The public interest in maintaining the exemption outweighs the public interest in disclosing the information because releasing the information could jeopardise future negotiations.**

Documents exempt from publication: **Cost of hiring the Capital FM Arena.doc**

Consultations: **Those not consulted are not directly affected by the decision.**

Crime and Disorder Implications: **No implications - Decision relates to hiring a venue**

Equality:	EIA not required. Reasons: No implications - Decision relates to hiring a venue
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	26/05/2015
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	<p>The proposals set out in the decision raise no significant legal issues and are supported.</p> <p>Advice provided by Malcolm Townroe (Legal Services Manager) on 11/03/2015.</p>
Finance Advice:	<p>The room hire cost for the 2015 Jobs Fair is expected to be met from a mixture of sponsorship, exhibitor fees and partnership contributions. If the cost exceeds the income received, the balance can be met from existing Economic Development budgets.</p> <p>The Capital Arena is the the only venue able to host this event, and so for operational reasons, dispensation from financial regulation 3.29 and contract procedure rule 5.1.1 is required.</p> <p>Advice provided by Maria Balchin (Finance Analyst) on 21/05/2015.</p>
Procurement Advice:	<p>The proposal is to enter into a contract directly with the Capital Arena, as the the only venue of sufficient size to host this event within the City boundary.</p> <p>Dispensation is in accordance with Finance Procedure Rule 3.29 (operational grounds below Key Decision level) to seek exemption from Contract Procedure Rule 5.1.1 (requirement to seek three quotations).</p> <p>There are no procurement concerns with the proposal. Advice provided by Jonathan Whitmarsh (Procurement Officer) on 22/05/2015.</p>
Signatures	<p>Nick McDonald (Portfolio Holder for Jobs, Growth and Transport)</p> <p>SIGNED and Dated: 19/06/2015</p> <p>David Bishop (Deputy CE, CD for Development and Growth)</p> <p>SIGNED and Dated: 16/06/2015</p> <p>Geoff Walker (Acting Head of Strategic Finance) - Dispensation from Financial Regulations</p> <p>SIGNED and Dated: 19/06/2015</p> <p>Chief Financial Officer's Comments:</p>