

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	2487
<b>Author:</b>	Louise Dobson
<b>Department:</b>	Resources
<b>Contact:</b>	Louise Dobson (Job Title: Business Support, Email: louise.dobson@nottinghamcity.gov.uk, Phone: 63460)
<b>Subject:</b>	Provision of First Aid at Work Training for Bolsover DC and NEDDC
<b>Total Value:</b>	£36000 (£7000 expenditure/£29 income) (Type: Capital and Revenue)
<b>Decision Being Taken:</b>	To grant authority the Workforce Development Manager to bid/tender for the opportunity to deliver First Aid at Work Training to Bolsover District Council and North East Derbyshire District Council (NEDDC) in a commercial capacity. This is a 3 year contract to deliver training.
<b>Reasons for the Decision(s)</b>	<p>By bidding for this provision, the Workforce Development Team is helping towards meeting one of the Council's objectives in becoming more commercial by delivering a certified and competitive training provision to external organisations. This opportunity has been recognised as the Team successfully delivers training internally and a gap in the market to deliver this competitively externally has been identified. The Team have already been successful in securing other training contracts and this potential piece of work will help build on what good practice has already been put in place.</p> <p>The value of the contract requires a decision to be made, as to deliver the training over the life of the contract has a value greater than £25k.</p>
<b>Other Options Considered:</b>	The alternative option would be to not bid for this work which could cause a loss to potential income and would constrain the development of the Training Team. This option has therefore been discounted.
<b>Background Papers:</b>	None.

<b>Published Works:</b>	None.
<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None.
<b>Any Information Exempt from publication:</b>	Yes
<b>Exempt Information:</b>	
<b>Description of what is exempt:</b>	The legal advice is exempt from information and contained within an exempt appendix.
	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
<b>5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.</b>	The public interest in maintaining the exemption outweighs the public interest in disclosing the information because the information contains legally privileged advice
<b>Documents exempt from publication:</b>	Legal advice Tender Response for First Aid Provision.docx
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	None
<b>Equality:</b>	EIA not required. Reasons: The decision does not relate to new or changing policies, services or functions and has no bearing on the decision.
<b>Decision Type:</b>	Officer

Executive Decision? Yes

Scheme of Delegation Reference Number or Other Source of Delegation: 7

Subject to Call In: No  
The call-in procedure does not apply to the proposed decision because the delay likely to be caused by the call in process would seriously prejudice the Council's or the public's interests. The Chair of the Overview and Scrutiny Committee (or Vice-Chair) in his/her absence has been consulted and agreed both that the decision proposed is reasonable in all circumstances and that it should be treated as a matter of urgency.

Person Consulted:  
Consultation Date: 01/01/0001

Advice Sought: Legal, Finance

Legal Advice: This advice is exempt from publication and is contained within an exempt appendix Advice provided by Joanne Haslam (senior solicitor) on 02/06/2016.

Finance Advice: The proposal to provide first aid training to Bolsover District Council and North East Derbyshire District Council is estimated to provide additional income to Nottingham City Council of £22k over the 3 year contract. The NPV of the proposal is -£19k, making the contract financially viable if successful in winning.

The cost of providing these training courses can predominantly be met from within existing staffing budgets through utilisation of existing staffing capacity. The main additional costs incurred will be for course supplies, travel and room hire (if needed). Based on the estimated £29k of income, expenditure to deliver the training will be around £7k.

The rates and cash flow projections are based on a minimum of 6 delegates attending each course which is stated in the tender invitation.

Neighbourhood Operations has a savings target of £0.200m within the Medium Term Financial Plan (MTFP) relating to productivity savings. The income from this proposal will contribute towards the delivery of this proposal in 2016/17.

Advice provided by Philip Gretton (Finance Analyst) on 02/06/2016.

Signatures: Glen (Corporate Director of Resilience)  
SIGNED and Dated: 02/06/2016