

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	<b>3717</b>
<b>Author:</b>	<b>Andrew Smith</b>
<b>Department:</b>	<b>Children and Adults</b>
<b>Contact:</b>	<b>Andrew Smith</b> <b>(Job Title: Outdoor Activities Service Manager, Email: andrew.smith@collegest.org.uk, Phone: 0115 947 6202)</b>
<b>Subject:</b>	<b>Decision to enter into contract to provide Educational Visits Advisory Service to Lincolnshire County Council</b>
<b>Total Value:</b>	<b>£99,996 (Type: Revenue)</b>
<b>Decision Being Taken:</b>	<b>To approve the City Council entering into a contract with Lincolnshire County Council to provide educational visits advisory services for an initial 2 year contract period, with the option to extend for a further 2 years.</b> <b>To delegate authority to the Director of Education Services to agree the terms of the contract.</b>
<b>Reasons for the Decision(s)</b>	<b>The Sport, Outdoor Learning, Life Skills, Adventure and Risk Management (SOLAR) Service has successfully tendered to provide the Educational Visits Advisory Service to Lincolnshire County Council for an initial 2 year contract period, with the option to extend for a further 2 years. This will provide valuable income to support the statutory function provided to Nottingham City's maintained schools. The provision will follow our successful model that already supports a number of other Local Authorities and Multi Academy Trusts. The decision to be taken is to enter into the contract.</b>
<b>Other Options Considered:</b>	<b>Not to tender. This option was rejected because in order to financially support discharging Nottingham City Council's statutory responsibilities to its maintained schools regarding safety on educational visits, it is necessary to income generate by selling the service to multi academy trusts and other local authorities. Opportunities do not arise very often, in what is a niche market and therefore it was decided, following consultation with the Director of Education Services, to tender.</b>
<b>Background Papers:</b>	<b>None</b>

**Published Works:** None

**Affected Wards:** Citywide

**Colleague / Councillor Interests:** None

**Any Information Exempt from publication:** Yes

**Exempt Information:**

**Description of what is exempt:** Legal advice

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

**5 - Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.** The public interest in maintaining the exemption outweighs the public interest in disclosing the information because the advice contains confidential information which if disclosed could prejudice the City Council's contract negotiations.

**Documents exempt from publication:** Education Vists Advisory Services.docx

**Consultations:**  
Date: 01/07/2019  
Other City Council Bodies: Councillor Neghat Khan, Portfolio Holder for Early Years, Education and Employment  
The Director of Education Services consulted the Portfolio Holder who gave permission to tender for the contract

Those not consulted are not directly affected by the decision.

**Crime and Disorder Implications:** None

<b>Equality:</b>	<b>EIA not required. Reasons: No change to policies or services in Nottingham. The contract will be delivered to Lincolnshire County Council's service specification, including its equalities assessment.</b>
<b>Any implications affecting IT:</b>	<b>Yes</b>
<b>Decision Type:</b>	<b>Portfolio Holder</b>
<b>Subject to Call In:</b>	<b>Yes</b>
<b>Call In Expiry date:</b>	<b>27/11/2019</b>
<b>Advice Sought:</b>	<b>Legal, Finance, Procurement, IT</b>
<b>Legal Advice:</b>	<b>This advice is exempt from publication and is contained within an exempt appendix Advice provided by Andrew James (Team Leader Contracts and Commercial) on 30/09/2019.</b>
<b>Finance Advice:</b>	<p><b>This decision seeks to authorise the Director of Education to accept an additional contract to provide services for Lincolnshire County Council.</b></p> <p><b>This contract is for an initial 2 years, providing an additional £49,998 income, with a option to extend for 2 years at the same rate of income. Therefore the total maximum value for the income provided through this contract is £99,996.</b></p> <p><b>Existing staff establishment will be able to facilitate this contract, and this additional income will help to support the statutory function of this service. Advice provided by Graeme Black (Commercial Business Partner) on 28/10/2019.</b></p>
<b>Procurement Advice:</b>	<b>This decision relates to the proposed delivery of services by the Council to Lincolnshire County Council under a contractual arrangement and as such there are no procurement issues arising Advice provided by Jo Pettifor (Procurement Team Manager) on 30/09/2019.</b>
<b>IT Advice:</b>	<p><b>The IT Service supports the proposals within this delegated decision.</b></p> <p><b>The proposals have no direct impact upon the City Council's IT Service and the delivery of the proposed service will be made using additional licences for software that is already in use.</b></p> <p><b>Advice provided by Paul J. Burrows (IT Change, Projects &amp; Strategy Manager) on 30/09/2019.</b></p>
<b>Signatures</b>	<p><b>Neghat Khan (PH Early Years, Education and Employment)</b></p> <p><b>SIGNED and Dated: 19/11/2019</b></p>

<b>Catherine Underwood (Corporate Director for People)</b>
<b>SIGNED and Dated: 19/11/2019</b>