

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision Sits under previous key decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input checked="" type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Martin Farrington, Director of City Development		
Contact person:	Martyn Long	Telephone number: 07712 214341	
Subject²:	Award Skills Three-year Zero-value Contracts 53813		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p>Following a competitive mini-competition between pre-approved suppliers on the Employment and Skills Dynamic Purchasing System the Chief Officer Culture & Economy has decided to:</p> <ul style="list-style-type: none"> • Award three-year zero-value contracts to sixteen successful bidders in the recent skills mini-competition, tender-id 53813, contracts commencing in July 2022 for three academic years and ending on 31 December 2025. • Authorise Council procurement solicitors to sign the awarded contracts. • Limit the maximum annual value of call-off orders raised under these contracts as defined in “CONFIDENTIAL Appendix 1 53813 Contract Awards”. • Authorise Head of Employment and Skills to sign call-off orders relating to this tender process under contract-id 53813, subject to available funding and the City Development delegation scheme. <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate) The Employment and Skills Dynamic Purchasing System was established in April 2018 by Council Central procurement services and expires on 31 March 2028.</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² If the decision is key and has appeared on the list of forthcoming key decisions, the title of the decision should be the same as that used in the list

³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>A competitive mini-competition was held in June 2022 for pre-approved skills provision and services suppliers to bid for multiple non-exclusive £0 value contracts.</p> <p>PACS were consulted and this decision to award contracts follows to the Key decision D55238 taken on 13 May 2022 to accept three years of regional skills funding and procure suppliers for the period.</p>	
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>None all successful bidders in tender-id 53813 will be awarded contracts.</p>	
Affected wards:	N/A	
Details of consultation undertaken⁴:	Executive Member: The Executive Member for Economy, Culture and Education	
	Ward Councillors	
	Chief Digital and Information Officer ⁵	
	Chief Asset Management and Regeneration Officer ⁶	
	Others PACS and Finance Officer	
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Martyn Long Head of Employment & Skills</p> <p>Contracts will start in July 2022, run for three academic years and end on 31 December 2025 to accommodate post academic year-end processing.</p>	
List of Forthcoming Key Decisions⁷	Date Added to List:-	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s) approval	
	Signature	Date
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval	
	Signature	Date
Call In	Is the decision available ⁹ for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
	Authorised decision maker ¹⁰ Chief Officer Culture & Economy, Eve Roodhouse	

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.

Approval of Decision	Signature <i>Eve Rood</i>	Date 27 June 2022
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