

Record of officer decision

Decision title:	Award of contracts for Fastershire training
Date of decision:	4th February 2019
Decision maker:	Assistant Director Corporate Support
Authority for delegated decision:	<p>Herefordshire Council's Constitution (19 May 2017) Scheme of Delegation, Part 3: Section 7 – Officer Functions: 3.7.5 Operational decisions</p> <ul style="list-style-type: none"> • Is within an approved budget • Is not in conflict with the council's policies, strategies or relevant service plans • Does not amend existing or raise new policy issues <p>The £15,000 value is within the Assistant Director's scope in the scheme of delegation.</p>
Ward:	Countywide
Consultation:	None. This is not a new service.
Decision made:	<p>To award contracts in the supply of Fastershire ICT training workshops at a total combined maximum cost of £15,000 per annum to:</p> <p>Business Angel (Hereford) Ltd Riverside Training Ltd The Skills Mill We Are Digital Training</p>
Reasons for decision:	<p>The council via the Fastershire project has identified that Herefordshire residents would benefit from training to enable them to better understand the advantages of going online and to develop the skills to use the internet. Therefore the council is seeking to commission ICT training providers to deliver beginners' internet and computer training workshops in Herefordshire for the period 1st March 2019 to 31st March 2020. At the sole discretion of the Council, the contract may be extended for a further 12 months.</p> <p>An Invitation to Quote was published via the ProContract e-tendering portal and, following compliance checks and the evaluation of the quality elements of the bids, the Evaluation Panel recommends that four providers are awarded contracts to admit them onto the approved list of providers to deliver beginners' internet and computer training workshops for Fastershire.</p> <p>It is anticipated that not all workshops will be allocated to the same provider, as this will be based on lowest price and provider</p>

	availability for each workshop.
Highlight any associated risks/finance/legal/equality considerations:	None. The price of the contract is within budget and this procurement presents no unforeseen risks. The procurement process has followed the Council's policy guidelines which ensure that the Council acts within the legal and procurement regulations.
Details of any alternative options considered and rejected:	We do not have the training expertise and computer knowledge to deliver this training in-house so would be unable to deliver this training without contracting with external providers.
Details of any declarations of interest made:	None

Signed..... Date: 04.02.19