

Decision title	Award of a contract to Caring For Care for the provision of e-training courses to be used by Home First and Shared Lives.
Date of decision:	5 September 2019
Decision maker (job title):	Director Adults and Communities
Authority for delegated decision (e.g. cabinet decision or scheme of delegation – provide reference):	Constitution Procedure Rules, part 4, section 6 contract rules
Ward:	Countywide
If relevant, summarise cabinet member and/or ward member consultation:	Not applicable.
Decision made:	To pilot and award a contract to Caring for Care for a period of 12 months subscription at a total cost of £4,000 exc VAT (£4,800 inc VAT).
Reasons for decision (if a report was produced to support the decision, refer to and attach the same):	<p>The council has two registered services, Home First and Shared Lives who need to comply with CQC regulations for training to ensure that staff are trained in their job roles to deliver effectively and competently. The service require an E-Learning system which is a suitable methodology to allow training to be delivered in a flexible and cost effective manner.</p> <p>It is difficult for the both services to release staff to do face to face training and whilst in some cases that still will be necessary it is deemed that this service will provide for the majority of the training matrix required for the services.</p> <p>The subscription which will support up to 200 people annually will allow access to more than 180 e-learning courses that can be accessed from anywhere at any time allowing a fully flexible training approach.</p> <p>It is deemed appropriate to pilot the E- learning package with Caring for Care who are a leading provider of this type of training delivery.</p> <p>This method of delivery will ensure that the training cost is kept to minimal and this offers value for money for the council whilst ensuring a flexible approach to training and development.</p>
Highlight any associated risks/finance/legal/equality considerations:	<p>No risks have been identified, the services will use to support their training matrix for all staff which is updated daily and will support in staff supervisions.</p> <p>The amount is under £5k and therefore does not need to be procured and can be directly awarded. Other systems have been looked at and this one is considered to be the most cost effective solution and will be trialed for 12 months to inform a long term model and approach for training and development.</p> <p>A training budget is available and it is anticipated that by having this system in place it will significantly reduce the budget spent last financial year.</p>
Details of any alternative options considered and rejected (together with reasons):	Do not award the contract. This option is not recommended as it would limit the ability of Home First/Shared lives meet CQC expectations and we will not have a system which will skill the staff to support the most vulnerable clients in the county. Having an e-leaning resource will also

	allow these services to ensure that new staff are trained in a timely manner and able to work with clients as quickly as possible.
Details of any declarations of interest made:	None.

Signed:

Date: **2019**