



## DECISION RECORD

<b>Service Reference Number</b>	DR/2025/05/EDR
<b>Decision Maker Alex Codd, Assistant Director, Economic Development &amp; Regeneration</b>	
<p><b>Delegated Authority</b></p> <p>Alex Codd, Assistant Director, Economic Development &amp; Regeneration exercising delegated powers pursuant to Paragraph 18.1 of Part B of the Council's constitution.</p>	
<p><b>Decision:</b></p> <ol style="list-style-type: none"> <li>1. To authorise Hull Training and Adult Education (HTAE) to purchase under the capital budget (November 2024 Key Decision - Ref – 0066/24) specific IT equipment to the total value of £129,320 for the HTAE IT network as planned for continuation and growth of provision within the financial year 2024/2025.</li> <li>2. The capital purchases request has been identified as being required to ensure that the HTAE standalone network and equipment is compliant with security and fit for purpose to deliver education and training to learners as per grant funded contracts with the DfE (Department for Education) and ESFA (Education and Skills Funding Agency).</li> </ol> <p>The awards are to those listed in this decision record below.</p> <p>Three quotes have been obtained where possible for each element of the expenditure to obtain best value for money and fair and transparent competition.</p>	
<p><b>Reasons for the Decision:</b></p> <ol style="list-style-type: none"> <li>1. HTAE have a separate secure network for use in the training centres by external learners who do not have access to the Hull CC infrastructure. HTAE have laptops and PCs for use by learners who attend HTAE for education and training funded by the DfE/ESFA. HTAE growth provides additional learning opportunities and placements for learners in the city aged 16+ to improve their lives, health and wellbeing and academic/economic progression.</li> <li>2. To maintain the security and services of the HTAE network a regular maintenance programme is in place to update and secure our equipment and network so that learners' education, training and exams run smoothly. This also includes business critical updates to security, software and equipment on the HTAE network for learners funded via the ESFA/DfE.</li> </ol>	

3. If we do not make the necessary investments HTAE will not be able to operate effectively as there would be increased cyber security risks, disruptions to learners and exams. This could impact our ability to spend grant funding, outcomes for learners and future Ofsted judgements.

**Nature of Decision:****Non-Key**

If this is a **key** decision please include the decision's Forward Plan number .....

**Exemptions**

Is the accompanying formal report (or other documentation where applicable) exempt? **No**

Reason the report (or other documentation) is exempt:

**Background and Supporting Information:**

- HTAE programmes generate significant income through ESFA funding for Skills Bootcamps, Adult Education, Community Learning, Apprenticeships and Study Programmes in the region of £10million each year.
- All HTAE provision is measured for quality and outcomes against KPIs for each different strand of funding. The quality of provision plays a key role in the final outcome to which the environment, learners & employers feedback play a huge part. Ability for learners and employers in the city to access education and training is key and the critical IT infrastructure of HTAE is essential to continue this service.
- Lack of a secure IT infrastructure with appropriate IT equipment would result in non-delivery of a service area impacting on both Hull CC's reputation and local employers and learners for whom we provide training to and for and the ESFA/Ofsted who fund and inspect HTAE provision.

Item	Supplier	Actual
<b>4701</b>		
Network Support Service Contract - 3rd Year	EXPANDABLE IT LTD - Network Support Contract (3YR Annual)	£ 7,430.83
Air Fibre Connection Avenues to Engineering	QUICKLINE COMMUNICATIONS - Connection to Tec (Annual)	£ 2,850.00
Air Fibre Connection Avenues to Craven Park	QUICKLINE COMMUNICATIONS - Connection to Craven Pk (Annual)	£ 2,850.00
Air Fibre Connection Avenues to Preston Road	QUICKLINE COMMUNICATIONS - Connection to Preston Rd (Annual)	£ 2,850.00
Air Fibre Connection Avenues to Nursery Grove	QUICKLINE COMMUNICATIONS - Connection to Nursery Grove (Annual)	£ 3,800.00
Internet Connection for Free WiFi	QUICKLINE COMMUNICATIONS - WiFi Internet Avenues (Annual)	£ 620.00

KC Light stream - Avenues (annual - 12 x £99)	KCOM	£ 1,200.00
Kcom Domain Renewal - hulltraining.ac.uk	KCOM	£ 100.00
Kcom Domain Renewal - hcctraining.ac.uk	KCOM	£ 100.00
New CleverTouch Screens x 6 with Stands	AVPartsMaster	£ 12,732.00
Sophos XGS2100 Firewall and 3yr FullGuard Protection	Phoenix Software - To replace the XG210 and licences.	£ 4,947.02
36 New ASUS Laptops 12 x Ave's Rm 8, 16 x Tec Rm4 10 x Proad Rm 4	Ebuyer, Probrand or XMA 30 x £600	£ 21,243.64
32 All in One PC's - PRoadRm6x 16 and NGrove x 6 10 x	Probrand	£ 19,640.00
New DataCentre Server for Trinity House x 2	Probrand	£ 9,346.58
<b>4708</b>		
Dameware remote support Software (TS) (annual) - 3Yr	Phoenix Software	£ 525.06
Sophos Central Antivirus Software Renewal	Phoenix Software	£ 10,538.64
Veeam Support contract renewal	Phoenix Software	£ 2,863.62
SSD NVMe Drives for Old Computers x 10	Probrand	£ 221.30
Microsoft Office 2025 Pro Licence x 32	Phoenix Software	£ 2,138.88
Microsoft Office 2025 Pro Licence x 36	Phoenix Software	£ 2,406.24
Windows Data Centre Server Licence 16 Core x 4 2025	Phoenix Software	£ 5,155.60
Server 2025 CAL x 400@ £7	Phoenix Software	£ 2,940.00
SketchUp Education Licence x 25 x 1 yr licence	Phoenix Software	£ 699.25
Freeola Hull-Training.co.uk Domain registration Renewal 2Yr.	Freeola - Visa Card - Lisa Coggin	£ 15.06
Logitech Webcam x 2 - Construction for EPA	Probrand	£ 102.00
HDMI Cables x 2 - Construction for Workshop Projector	Probrand	£ 99.06
Fibre Modules & Cables for Construction and Avenues	Probrand	£ 601.66
2nd Internet Connection for Testing and Redundancy	Quickline	£ 762.00
Laptop Caddy and Charging Trolley for 16 Laptops TEC	AVPartsMaster	£ 1,110.00
Server 2025 Standard Academic Licence x 2 (RootDC and WSUS)	Phoenix Software	£ 467.74
Server 2025 Remote Desktop Client Academic Licence x2	Phoenix Software	£ 52.54

<p><b>Budget</b></p> <p>Total value of quoted goods slightly lower than previously reported.</p>	<p><b>£ 120,408.72</b></p>
<p><b>Equalities Impact Information</b></p> <p>Does the decision have relevance to equality or affect any group with protected characteristics?</p> <ol style="list-style-type: none"> <li>1. In line with the corporate plan, HTAE supports local economy growth through its training provision to deliver on skills needs of employers. We aim to engage with more learners by creating a productive and innovate training experience within our centres and provide excellent education and training facilities. Our delivery of programmes specifically targeted at those hardest to reach, reducing NEET's within the city and contributing to raising skills levels across the city. The HTAE IT network, security, software and equipment covers five training centres providing education and training to enable local people access to improve their lives and economic success and also aligns to the priority areas for the region as per Local Skills Improvement Plan and City Plan.</li> <li>2. Learners have access to education and training over five centres to improve their lives, health and wellbeing and economic success in the city.</li> <li>3. Having access to training and education for city residents and employers enables those individuals to be more aware of the need to reduce carbon footprints and the wider impact their choices can have collectively alongside HTAE priorities to continually make</li> </ol>	<p><b>NO</b></p>

<p>every effort to contribute positively to reducing the overall carbon footprint of Hull CC. HTAE are providing skills and training to education individuals and businesses in efficient methods of working to contribute to city targets.</p>	
<p><b>Contact Officer: Sharon Gamble, Head of Service, Hull Training &amp; Adult Education</b></p>	
<p><b>Chief Officer Comments</b></p> <p><u>Comments of the Director of Legal Services and Partnerships (Monitoring Officer)</u>                  The decision to undertake the IT Software's and equipment's are noted and supported and form part of a wider capital investment into Hull Training and Adult Education. The decision is fully compliant with the Council's Contract Procedure Rules (subject to a dispensation) and in accordance with the Procurement Act 2023.</p> <p><u>Comments of the Director of Finance and Transformation (Section 151 Officer)</u>                  The Section 151 Officer supports the decision and confirms that funding is available within the approved Capital Programme.</p> <p><u>Comments of the Assistant Director of Organisation Development &amp; Human Resources and compliance with the equality act</u>                  There are no staffing or equality issues arising from this decision.</p> <p><u>Comments of the Portfolio Holder for Cllr Linda Tock Portfolio Holder Children, Young People, Families and Learning and Community Safety</u>                  The decision to procure further ICT equipment for training that is externally funded can be supported. This additional equipment further enhances the ability to upskill individuals' skill set and provide training environments that are fit for purpose and meet current alignment and are compliant with security networks and GDPR legislation.</p> <p><u>Scrutiny Comments</u>                  This decision has not been subject to pre-decision scrutiny. Ref: Sc8660.</p>	
<p><b>Exceptional Circumstances</b></p>	
<p>Is the decision record currently exempt from publication at the point of decision?</p>	<p><b>No</b></p>
<p>If yes, what date can the decision record be made public?</p>	
<p>Reason the decision record is exempt from publication at the point of decision:</p>	
<p><b>Signature of Decision Maker:</b></p> <p>Signed: .....<b>Signature Confirmed</b>.....</p>	

Date signed: ... <b>26/03/2025</b> .....	
<b>FOR COMPLETION BY THE SCRUTINY OFFICE:</b>	
Date published on CMIS:	..... <b>27.03.25</b> .....
Can the decision be called in?	<b>No</b>
Date decision comes into force:	..... <b>27.03.25</b> .....