



**Information Governance Team**

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Dear Sir/Madam.

**Freedom of Information Act 2000 (FOIA)  
Request ID: REQ06698**

Thank you for your request for information relating to first aid training.

You have requested the following information:

**I am writing to you today regarding the procurement of First Aid Training services within the council/ This could be namely 'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other related training that distinctly includes the phrase 'First Aid'.**

**1. Was the provision of the above training the subject of a framework or contract process?**

No, it is delivered in house by the Occupational Health Service as part of an audited and evidenced programme to ensure compliance with health and safety legislation.

**2. Could you provide a list of Suppliers who applied for inclusion on each framework/contract and were successful & not successful at the PQQ & ITT stages\***

N/A.

**3. Contract values of each framework/contract (& any sub lots), year to date.**

N/A.

**4. Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?**

N/A.

**5. Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?**

N/A.

**6. Who is the senior officer (outside of procurement) responsible for this contract?**

N/A.

**7. Could you advise what the local authority pay for the following training at the Council:**

**'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other related training that distinctly includes the phrase 'First Aid'. I understand that this can be paid for on the basis of a per person cost, or a per course cost. Could you please denote which of these is appropriate to the current rate paid.**

First Aid training is not charged for as it is delivered in house.

**8. How many individuals were trained and how many training courses delivered for the following courses: 'First Aid at Work', 'Emergency First Aid at Work', 'Paediatric First Aid', 'Emergency Paediatric First Aid', or other related training that distinctly includes the phrase 'First Aid'.**

First aid training is delivered on a risk assessment basis.

**9. If this training has been the subject of a procurement process can you please provide me with a copy of the successful / winning tender.**

N/A.

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For information, we publish a variety of information such as: [FOI/EIR Disclosure Log](#), [Publication Scheme](#), [Facts about Coventry](#) and [Open Data](#) that you may find of useful if you are looking for information in the future.

If you are unhappy with the handling of your request, you can ask us to review our response. Requests for reviews should be submitted within 40 days of the date of receipt of our response to your original request – email: [infogov@coventry.gov.uk](mailto:infogov@coventry.gov.uk)

If you are unhappy with the outcome of our review, you can write to the Information Commissioner, who can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF or email [casework@ico.org.uk](mailto:casework@ico.org.uk).

Please remember to quote the reference number above in your response.

Yours sincerely

**Information Governance**