

5 SUCCESSFUL TENDER FOR TRAINEE LABOUR HIRE - CONTRACT 16/50

FILE REFERENCE INT1725625

RESPONSIBLE GENERAL MANAGER Waudi Tahche

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RECOMMENDATION

That:

1. Council accept the tender lodged by Skill Invest to supply Council's Traineeship hire for the period of 2017 – 2020, and
2. The unsuccessful tenderers be advised accordingly.

Attachments

Nil.

EXECUTIVE SUMMARY

This report seeks Council approval to appoint Skill Invest to supply Council's Traineeship hire.

Skill Invest was selected as the recommended tenderer based on the degree to which they met the tender criteria in addition to offering the most cost effective option for Council (estimated saving of \$4000 for a trainee as calculated in the cost of service comparison.)

BACKGROUND

This report outlines the recommendation for the appointment of a service provider for Council's hire of trainees. Due to our current temporary labour hire services contract expiring in April this year, the Learning and Organisation Development team commenced a tender process in November 2016 to appoint a provider of temporary labour hire for trainee services for Cardinia.

Tenders were advertised 16 November and closed 16 December 2016. Five tender applications were submitted.

A cost analysis was undertaken as well as an evaluation committee scoring process.

The tender submitted by Skill Invest has been evaluated as the most beneficial tender for the Council. The contract will be for three (3) years contract with the option of an additional 2 years.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The delivery of a traineeship program aligns with Council's Plan to 'support our people' It also supports us in delivering a program that not only supports those gaining a Certificate IV in Business Qualification but also young members of our community in particular facing disadvantaged environments are given the opportunity to gain employment.

CONSULTATION/COMMUNICATION

The selection of a new provider has been subjected to extensive internal consultation with People and Culture and Procurement processes. Skill Invest has been the provider of these services for Council over the past five years with great success and a solid partnership will continue upon endorsement. Upon endorsement a news item will be created and further planning for the 2017 recruitment of trainees can commence.

The traineeship program is well known and a valued part of Cardinia's Learning Environment and supporting and educating students and young people in our local community.

FINANCIAL AND RESOURCE IMPLICATIONS

The current traineeship budget allows for an average of 6 trainees per year. As the cost of trainee is determined by age for their salary range, we hope to continue to provide the same traineeship program into the future.

CONCLUSION

Endorsement of the recommendation that the tender submitted by Skill Invest for the delivery of traineeship recruitment and placement services be accepted.