



FOI Ref: 2019/007

17th May 2019

REQUEST UNDER FREEDOM OF INFORMATION (SCOTLAND) ACT 2002

We refer to your request for information, received by email on 20th April 2019. Your specific requests and the Park Authority's response are provided below.

“We are looking specifically for data on your tendering process for First Aid training courses. “

Does your organisation use internal trainers to run first aid courses?

The Park Authority does not use internal trainers to run first aid courses. Accordingly, we have to advise you under section 17(1)(b) of the Act, that this information is not held

Does your organisation buy in external providers to deliver first aid courses?

Yes, the Park Authority uses external providers to deliver first aid courses.

If the answer to Question 2 is yes, what criteria are used to select the training provider?

Any training provider selected is required to demonstrate suitable experience, qualifications, insurance and evidence of good written and oral communications skills. They are usually required to be able to deliver first aid and forestry first aid training for up to twelve people at a time regardless of whether it is emergency first aid or refresher for full course. The majority (if not all) of this type of training is undertaken at our facilities.

Does your organisation have any contracts/tenders relating to first aid training?

No, the current value of spend is very low so we are not required to tender for first aid training contracts.

If the answer to Question 3 is YES are these contracts/tenders relating to first aid training part of a larger contracts/tender?

N/A, see previous answer above.

If you have any tenders relating to first aid training what is the value of these tenders, particularly the first aid element of these contracts/tenders?

As explained above, we do not currently have any tenders relating to first aid training.

LOCH LOMOND & THE TROSSACHS NATIONAL PARK AUTHORITY

National Park Headquarters, Carrochan, Carrochan Road, Balloch, G83 8EG Long: 4°34'24"W Lat: 56°00'12"N
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What areas of first aid training are covered?

While the Park Authority does not have any tenders relating to first aid training, we have arranged first aid training for staff covering the following areas:

- First Aid at Work
- Emergency First Aid at Work
- AED training
- Pediatric First Aid
- Refresher training

If you have any contracts/tenders relating to first aid training, where are these tenders advertised?

As advised above, the Park Authority does not currently have any contracts or tenders relating to first aid training. If we decide in future to invite companies to bid for the provision of such training, this would be advertised via Public Contracts Scotland quick quote, accessed via the website at:

https://www.publiccontractsscotland.gov.uk/login.aspx?ReturnUrl=/Authority/QuickQuote/QuickQuote_Main.aspx

For each of the contracts/tenders which include first aid training, what is the renewal date for the tender process?

As advised above, we do not currently have any contracts or tenders relating to first aid training.

Yours sincerely

Governance & Legal Team
Loch Lomond and the Trossachs National Park Authority

Review Procedure

If you are dissatisfied with this decision, or the way in which the Authority has dealt with your request, you are entitled to require the Authority to review its decision. Please note that in order for a review to take place you are required to:

- Send your request for review in writing, setting out in full the reasons why you are requesting a review.
- Submit your review request within 40 working days of either the date on which you received a response from the Authority or the date by which you should have received a response under the terms of the Freedom of Information (Scotland) Act 2002, whichever is the later.
- address your review request to:

Governance & Legal Team
Loch Lomond & The Trossachs National Park Authority
National Park Headquarters

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The review will be handled by staff who were not involved in the original decision. You will receive notice of the result of your review within 20 working days.

If you are not satisfied with the response to your request for review, you can contact the Scottish Information Commissioner, the independent body which oversees the Freedom of Information (Scotland) Act 2002, at:

Scottish Information Commissioner
Kinburn Castle
Doubledykes Road
St Andrews
Fife
KY16 9DS
Tel: 01334 464610
Website: www.itspublicknowledge.info
E-mail: enquiries@itspublicknowledge.info

Online appeal portal: www.itspublicknowledge.info/Appeal

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