

North Lanarkshire Council

Report

Finance and Resources

approval noting

Ref

Date 12/03/20

Contracts awarded below Committee approval threshold

From Head of Asset and Procurement Solutions

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Executive Summary

This report notifies the Committee of the contracts awarded between 1 October 2019 and 31 December 2019. It sets out those contracts awarded with a value below the financial threshold requiring Committee approval.

Recommendations

It is recommended that the Finance and Resources Committee:

- Note the content of this report and the accompanying appendix

The Plan for North Lanarkshire

Priority Improve the health and wellbeing of our communities

Ambition statement (15) Encourage the health and wellbeing of people through a range of social, cultural, and leisure activities

1. Background

- 1.1 The Councils General Contract Standing Orders (the 'GCSOs') outline financial approval thresholds for contracts for goods, works and services. Contract awards above £500,000 for Supplies and Services and above £2,000,000 for Works require approval by the Committee. These contract awards are considered by the Committee on a case by case basis.
- 1.2 Where the value of a contract award is between £50,000 and £500,000 for Supplies and Services and between £500,000 and £2,000,000 for Works, GCSOs require that the Head of Asset and Procurement Solutions award these contracts on behalf of the appropriate Chief Officer.
- 1.3 The Head of Asset and Procurement Solutions is required to notify Committee on a regular basis of any such contracts awarded.

2. Report

- 2.1 The GCSOs require that contracts in excess of £500,000 for supplies and services and £2,000,000 for works are approved, on a case by case basis, by the Committee before award.
- 2.2 The GCSOs require that contracts with a value above £50,000 but less than £500,000 for Supplies and Services and above £500,000 but less than £2,000,000 for Works are awarded by the Head of Asset and Procurement Solutions on behalf of the appropriate Chief Officer.
- 2.3 The contracts awarded by the Head of Asset and Procurement Solutions that are under the £500,000 Committee financial approval threshold for Supplies and Services and £2,000,000 for Works in the period from 1 October 2019 to 31 December 2019 are detailed in Appendix 1.

3. Equality and Diversity

- 3.1 Fairer Scotland Duty - No impact under the Fairer Scotland Duty in relation to this report
- 3.2 Equality Impact Assessment - No impact under the Equality Legislation in relation to this report.

4. Implications

- 4.1 Financial Impact - Through robust procurement strategy and proactive management of contract cycles, aggregating spend and carrying out competitive procurement where appropriate, should help minimise financial waste and achieve Best Value for Council contracts.
- 4.2 HR/Policy/Legislative Impact - Contracts awarded by the Council are compliant with GCSOs and procurement legislation.
- 4.3 Environmental Impact - There are no sustainability impacts directly arising as a result of this report.
- 4.4 Risk Impact - Contract award procedures may be susceptible to legal challenge if they are not discharged in accordance with GCSO and procurement legislation.

5. Measures of success

- 5.1 Contracts support the delivery of Council and service priorities.
- 5.2 Appointment of contractors who have suitable experience and capability to deliver the required supplies, services or works.
- 5.3 Contracts awarded by the Council are compliant with GCSOs and procurement legislation.
- 5.4 The Council's Contract Register is kept updated by services and management information is comprehensive and accurate.
- 5.5 Best Value is both demonstrable and achieved.

6. Supporting documents

6.1 Appendix 1 – Summary of contracts awarded.

A handwritten signature in black ink, appearing to read "James McFadden". The signature is written in a cursive style with a long horizontal stroke at the end.

Head of Asset and Procurement Solutions

APPENDIX 1

Contract Description	Contract Award Date	Contract Start Date	Contract End Date	Contract Extension	Contract Value (inc extension) (£s)	Approved Budget (£'s)	Successful Tenderer	Supplies Services Works	No of Tenders Received	Route*
Professional and Confidential Counselling Service for Council Employees	04/10/2019	04/10/2019	30/09/2021	30/03/2022	£125,000.00	£125,000.00	Theraputic Counselling Services Ltd	Services	1	CO
Polling Booths and Ballot Boxes	04/10/2019	04/10/2019	29/09/2023	29/09/2023	£170,000.00	£140,000.00	Pakflatt UK Ltd	Supplies	1	CO
eLearning Management System	04/11/2019	04/11/2019	04/11/2021	04/11/2023	£183,750.00	£200,000.00	Learning Pool Ltd	Services	1	DAF3
Additional Nursery Provision – 1140 Hours Programme Shawhead PS, Coatbridge	10/12/2019	13/01/2020	01/06/2020	01/06/2020	£577,808.39	£509,000.00	WH Kirkwood Ltd	Works	2	CO
Secure Destruction & Shredding of Confidential Information	20/12/2019	01/01/2020	31/12/2020	31/12/2020	£75,000.00	£75,000.00	Paper Shredding Services Ltd	Services	1	EXT

*Key – Procurement Route

- CO - Contract Open Procedure
- CR - Contract Restricted Procedure
- FO - Framework Open Procedure
- FR - Framework Restricted Procedure
- FMCC - Mini Comp Council Framework
- FMC3 - Mini Comp 3rd Party Framework
- DAFC - Direct Award Council Framework
- DAF3 - Direct Award 3rd Party Framework

N - Negotiated Contract

EXT - Extension to Contract/Framework