

North Lanarkshire Council Report

Transformation and Digitisation

approval noting

Ref

Date 02/09/20

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 April 2020 and 30 June 2020. It sets out those contracts awarded with a value below the financial threshold requiring Committee approval.

Recommendations

It is recommended that the Transformation and Digitisation Committee:

- Note the content of this report and the accompanying appendix

The Plan for North Lanarkshire

Priority Improve North Lanarkshire's resource base

Ambition statement (18) Ensure our digital transformation is responsive to all people's needs and enable access to the services they need

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 April 2020 to 30 June 2020 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.

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) | Pre-Procurement Estimate (£'s) | Successful Tenderer | Supplies Services Works | No of Tenders Received | Route* |
|---|---------------------|---------------------|-------------------|--------------------|--|-----------------------------------|----------------------------------|-------------------------|------------------------|--------|
| Mobile Voice and Data Services | 29/04/2020 | 25/03/2020 | 24/03/2021 | 24/03/2021 | £299,0841.45 | £299,081.45 | EE Limited | Services | 1 | EXT |
| Confirm Enterprise Solution | 17/06/2020 | 18/06/2020 | 17/06/2021 | 17/06/2023 | £304,198.33 | £304,198.33 | Pitney Bowes Software Europe Ltd | Services | 1 | N |
| HR Document Module - Software, Hosting & Services | 16/06/2020 | 22/06/2020 | 22/12/2026 | 22/12/2026 | £479,980.63 | £480,000.00 | Softcat PLC | Services | 1 | DAF3 |

*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