

# North Lanarkshire Council

## Report

### Housing and Regeneration Committee

approval  noting

Ref

Date 25/11/20

### Garden Assistance Scheme & Ad-Hoc Garden Works 2021/2024 Framework Agreement

**From** Stephen Llewellyn, Head of Housing Solutions

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#### Executive Summary

Committee is asked to approve the award of a Framework Agreement for Garden Assistance Scheme & Ad-Hoc Garden Works 2021/2024 (the 'Framework Agreement') for three Lots.

The Framework Agreement is for an initial period of three years from the date of award. The Council reserves the right to extend the Framework Agreement for an additional period up to a maximum of a further 12 months.

The Framework Agreement has a maximum value of Five Million Five Hundred Thousand Pounds Sterling (£5,500,000) split across 3 Lots.

Lot 1 – Garden Assistance Scheme (North Area)- £2,040,000  
Lot 2 – Garden Assistance Scheme (South Area) -£1,960,000  
Lot 3 – Ad-Hoc Garden Works - £1,500,000

#### Recommendations

It is recommended that the Committee approves the appointment of the following Service Providers onto the Framework Agreement for each Lot.

##### Lots 1 and 2

Tivoli Group Ltd  
Idverde Ltd  
Glendale Grounds Management Ltd

##### Lot 3

Inex Works Ltd  
Glendale Grounds Management Ltd  
Tivoli Group Ltd

#### The Plan for North Lanarkshire

Priority Improve the health and wellbeing of our communities

Ambition statement (17) Ensure we keep our environment clean, safe, and attractive

## **1. Background**

- 1.1 The Framework Agreement makes provision for a Garden Assistance Scheme to 6,000 properties throughout North Lanarkshire and the provision of associated ad-hoc garden works within Council tenancies and other land included within the housing services portfolio.
- 1.2 The Garden Assistance Scheme will operate throughout the growing season between approximately March and October each year and will provide 9 grass cuts, with reforming the edges on 2 of these visits; 2 weed kills; and 3 hedge trims at each property each year. The service is provided predominantly to existing Council tenants who qualify under an assessed criteria, however it is also provided to other residents of North Lanarkshire, including tenants of private landlords; tenants of Registered Social Landlords and owner occupiers, based on the same criteria but on a chargeable basis.
- 1.3 The Framework Agreement also provides provision for ad-hoc garden works involving works including one-off cuts to properties as well as hedge cuts, pruning and removal of trees, bushes and shrubs, the cultivation of areas, removal of structures such as garages, outhouses and sheds. It also requires the removal and disposal of waste and fouling.

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## **2. Report**

- 2.1 The value of the Framework Agreement dictated that the contract award procedure be undertaken in accordance with the Public Contracts (Scotland) Regulations 2015. The Framework Agreement opportunity was published in the OJEU and on the Public Contracts Scotland website. The Open procurement procedure was adopted.
  - 2.2 Based on the criteria and scoring methodology set out in the procurement documents, an evaluation of the tender responses was completed by members of the evaluation team. Selection stage responses were evaluated first, tenderers who satisfied the applied minimum selection stage criteria progressed to the award stage evaluation.
  - 2.3 The Framework Agreement opportunity was presented as three separate lots;
    - Lot 1 – Garden Assistance North
    - Lot 2 – Garden Assistance South
    - Lot 3 – Ad-hoc Garden Works
  - 2.4 Tenderers were permitted to submit a tender response for any combination of Lots.
  - 2.5 Appendix 1 provides a summary of the evaluation process, Appendix 2 provides a summary of the procurement process and Appendix 3 details the SME status and location of Tenderers.
  - 2.6 Officers from Housing Solutions will be responsible for managing the Framework Agreement which will be undertaken in accordance with the Councils agreed approach to Contract and Supplier Management.
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### **3. Equality and Diversity**

#### **3.1 Fairer Scotland Duty**

The report is not about a key strategic decision and not subject to the Fairer Scotland Duty.

#### **3.2 Equality Impact Assessment**

An Equality Impact Assessment is not required.

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### **4. Implications**

#### **4.1 Financial Impact**

The Framework Agreement has a maximum value of £5,500,000 including the options to extend the Framework Agreement.

The costs associated with contract delivery will be contained within the existing revenue budget across the Service.

#### **4.2 HR/Policy/Legislative Impact**

##### Community Benefits

The Council is committed to maximising the delivery of community benefits. The procurement included a community benefit requirement, this approach is designed to deliver local community benefits where possible. As the first ranked contractors, who will primarily provide the services within each of these lots Tivoli Group Ltd (Lots 1 & 2) and Inex Works Ltd (Lot 3) have both committed to delivering a range of community benefits, these include;

##### Tivoli Group Ltd (Lots 1 & 2)

- A commitment to work with local Job Centre Plus offices and NLC Supported Enterprise Services to identify and recruit people locally into suitable posts and for their operational teams;
- A minimum of 1 apprentice opportunity, per lot, covering horticulture, landscaping, arboriculture, engineering and administration;
- A minimum of 4 work experience placements each year;
- 2 places on their LANTRA technical skills training course for local people;
- A minimum of 40 hours per annum of employees providing voluntary work;
- An annual spend of approximately £250k with local businesses in North Lanarkshire, including machinery suppliers, mechanics, skip suppliers;
- The provision of grants up to £1k for local events which make a positive difference to the community as well as 60 hrs of free time per quarter over 5 events, each year

##### Inex Works Ltd (Lot 3)

- Based in North Lanarkshire Inex already do and will continue to create employment opportunities for local people through 'Routes to Work', 'Reemploy', 'Triage Central', 'Helping Hands North Lanarkshire' and North Lanarkshire Supported Enterprise.

- Partner with 'First Steps Future Training' programme assisting young workers into the workplace.
- Work with local schools to provide advice on careers and opportunities for workplace experience;
- Work with DWP's 'Work and Health' programme assisting in the provision of employment for the long term unemployed with social development requirements;
- Provide apprenticeships for local residents in different service areas within the company;
- Contribute regularly to local charities including local foodbanks and seasonal events such as 'Toy Funds' for local disadvantaged children and participate in charity events for local services e.g. St Andrews Hospice;
- Provide services for local initiatives and programmes such as litter picks and clean ups with local residents to improve the aesthetics of the localities.

### Fair Work Practices

All service providers being appointed to the Framework Agreement have demonstrated commitment to Fair Work practices including payment of the real Living Wage to staff employed in the delivery of the Framework Agreement.

### Equalities

The Contract award procedure provided a process to exclude any tenderer where a complaint had been upheld after investigation by the Equality and Human Rights commission or its predecessors and a failure to take remedial action.

#### **4.3 Environmental Impact**

There is no environmental impact arising from this report.

#### **4.4 Risk Impact**

There are no significant risk implications arising from this report.

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### **5. Measures of success**

The Framework Agreement will deliver the following outcomes;

- 5.1 the appointment of multiple service providers who have the experience and capability to deliver an innovative, high quality and responsive service;
- 5.2 the contract award procedure is compliant with the procurement legislation and internal procedures;
- 5.3 that best value is both demonstrable and achieved;
- 5.4 that the Framework Agreement secures a range of community benefits;
- 5.5 that the Framework Agreement supports payment of the living wage to staff employed in the delivery of the Framework Agreement;

- 5.6 that the Framework Agreement performance is proactively managed against a number of Key Performance Indicators; and
- 5.7 a collaborative approach to the procurement of the requirement, minimising the burden on internal resource and leveraging the economies of scale.

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**6. Supporting documents**

**The plan for North Lanarkshire** Improve economic opportunities and outcomes, and to improve North Lanarkshire's resource base

**Appendix 1** Summary of Evaluation Process

**Appendix 2** Summary of Procurement Process

**Appendix 3** SME status and location of all Tenderers

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**Stephen Llewellyn**  
**Head of Housing Solutions**

## Appendix 1 – Summary of Evaluation Process

### Lot 1

Tenderer Name	Final Tender Score	Final Rank	Recommended for Award to the Framework (Yes/No)
Tivoli Group Ltd	96.60%	1	Yes
Idverde Ltd	74.74%	2	Yes
Glendale Grounds Management Ltd	72.49%	3	Yes
Inex Works Ltd	55.11%	4	No
Caley Construction Ltd	42.58%	5	No

### Lot 2

Tenderer Name	Final Tender Score	Final Rank	Recommended for Award to the Framework (Yes/No)
Tivoli Group Ltd	96.60%	1	Yes
Idverde Ltd	70.49%	2	Yes
Glendale Grounds Management Ltd	70.20%	3	Yes
Inex Works Ltd	54.93%	4	No
Caley Construction Ltd	43.14%	5	No

### Lot 3

Tenderer Name	Final Tender Score	Final Rank	Recommended for Award to the Framework (Yes/No)
Inex Works Ltd	94.40%	1	Yes
Glendale Grounds Management Ltd	94.05%	2	Yes
Tivoli Group Ltd	92.07%	3	Yes
Caley Construction Ltd	60.66%	4	No
Idverde Ltd	44.09%	5	No

## Appendix 2 – Summary of Procurement Process

Framework Agreement Title	Garden Assistance Scheme & Ad-Hoc Garden Works 2021/2024 Framework Agreement
Framework takes effect from	01/03/2021
Total contract period that can be adopted by the Council (months)	48 months
Estimated total contract value including extension option	£5,500,000
Governing UK Regulation	Public Contracts (Scotland) Regulations 2015
Procurement procedure adopted	Open Procedure
Interest List – number of organisations that downloaded the procurement documents from the procurement portal	12
Number of tenders received	Lot 1 – 5 Lot 2 – 5 Lot 3 – 5
Number of non-compliant tenders	Lot 1 – 0 Lot 2 – 0 Lot 3 – 0
Number of compliant tenders	Lot 1 – 5 Lot 2 – 5 Lot 3 – 5
Number of recommended providers	Lot 1 – 3 Lot 2 – 3 Lot 3 – 3
Basis of contract award	Most economically advantageous tender  30% Quality / 70% Price
Evaluation Team	Staff from Housing Solutions

**Appendix 3 – SME status and location of all Tenderers**

Name of Tenderer	Size of Tendering Organisation (Micro, Small, Medium or Large)	Location (Local Authority / Council Area)
Caley Construction Ltd	Small	Glasgow
Glendale Grounds Management Ltd	Medium	Lancashire
Idverde Ltd	Large	Warwickshire
Inex Works Ltd	Medium	North Lanarkshire
Tivoli Group Ltd	Medium	Cheshire