

PERTH AND KINROSS COUNCIL

Strategic Policy & Resources Committee – 19 September 2012

TENDERS ACCEPTED AND WORKS AWARDED UNDER DELEGATED POWERS**Report by Executive Director (Housing and Community Care)****ABSTRACT**

This report details the tenders accepted and works awarded by the Executive Director (Housing and Community Care) under delegated powers during the period 1 January – 30 June 2012. These contracts relate to services of a Council wide nature but which are hosted within Housing & Community Care.

1. RECOMMENDATION(S)

The committee is asked to note the contents of this report and the contracts awarded as detailed in Appendix 1.

2. BACKGROUND

- 2.1 The Council's Financial Regulations and Contract Rules stipulate that the Executive Director Housing and Community Care is authorised to accept tenders of any value where:

- a) The most economically advantageous tender is to be accepted; and
- b) The amount of the tender to be accepted is within the authorised estimates of expenditure of the Council

- 2.2 This report lists all tenders accepted and works awarded, of value in excess of £5,000, by the Executive Director, Housing and Community Care during the period 1 January 2012 – 30 June 2012

3. PROPOSALS

The Committee is asked to note the range of contracts awarded during the period 1 January 2012 – 30 June 2012 in order to deliver the objectives of the service.

4. CONSULTATION

The following have been consulted in the preparation of this report:-

- Heads of Service and Service Managers within Housing and Community Care.
- Head of Legal Services
- Head of Finance
- Corporate Procurement Team

5. RESOURCE IMPLICATIONS

The costs of all the contracts referred to in appendix 1 are fully budgeted for in the Council approved revenue and capital budgets for 2012/13.

General Fund Revenue budgets £ 456,952

6. COUNCIL CORPORATE PLAN OBJECTIVES 2009-2012

The Council's Corporate Plan 2009-2012 lays out five Objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. The following objectives are particularly relevant to this report:-

- i) A Safe, Secure and Welcoming Environment
- iii) A Prosperous, Sustainable and Inclusive Economy

7. EQUALITIES IMPACT ASSESSMENT (EqIA)

An equality impact assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.

The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome:

- i) Assessed as **not relevant** for the purposes of EqIA

8. STRATEGIC ENVIRONMENTAL ASSESSMENT

Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS).

However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions.

9. CONCLUSION

This report reflects best practice in terms of governance and adherence to both the Council's Financial Regulations and the Scheme of Delegation.

David Burke
Executive Director (Housing and Community Care)

Note: No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

Contact Officer: Neil Copland, Business & Resources Manager
Telephone: 01738 476959
Address of Service: 5 Whitefriars Crescent, Perth PH2 0PA
Date: 20 July 2012

If you or someone you know would like a copy of this document in another language or format, (on occasion only, a summary of the document will be provided in translation), this can be arranged by contacting *Neil Copland, 01738 476959*



Council Text Phone Number 01738 442573

Perth & Kinross Council
Housing Community Care
SP&R Contracts Awarded
1st January 2012 – 30th June 2012

Contract Title	Service Area	Suppliers	Method of Advertisement	Date Awarded	Date of Commencement	End Date	Value (£)
Payment Card	Benefit & Revenues	All Pay	Public Contracts Scotland	1 May 2012	1 May 2012	30 April 2015	£173,000 (£57,000pa)
Establishing a Credit Union in Perth and Kinross	Strategic Commissioning	ODS Consulting	Competitive Quotes	21 May 2012	21 May 2012	31 October 2012	£38,952
E-Claim Software	Benefit & Revenues	IEG4	Public Contracts Scotland	22 June 2012	1 September 2012	28 February 2014	£45,000 (£11,000pa)
Sheriff Officers (Debt Collection of Council Tax, NDR, Housing Benefit Overpayments &c.)	Benefit & Revenues	Stirling Park Sheriff Officers	Public Contracts Scotland	25 June 2012	25 June 2012	24 June 2015	£150,000 - £200,000
							£456,952

