

PERTH AND KINROSS COUNCIL

Strategic Policy and Resources Committee

27 November 2013

CONTRACTS AWARDED BY THE TAYSIDE PROCUREMENT CONSORTIUM

Report by the Head of Finance and Support Services (Housing and Community Care)

PURPOSE OF REPORT

In accordance with the Council's Contract Rules, this report provides information to Strategic Policy and Resources Committee on contracts awarded by the Tayside Procurement Consortium under delegated authority.

1. BACKGROUND / MAIN ISSUES**Tayside Procurement Consortium**

- 1.1 The Council established the Tayside Procurement Consortium (TPC) in 2008 (Report No 08/69 refers) to manage collaborative procurement activity on its behalf. The Council agreed the requirement for the TPC to submit a report on an annual basis detailing all collaborative tenders awarded for use by the Council.
- 1.2 The delegated authority to TPC to contract for goods and services is contained within the Council's Scheme of Administration which permits the Executive Director (Housing and Community Care) to approve TPC contracts on behalf of the Council in accordance with the Council's Contract Rules.
- 1.3 The contracts awarded by TPC under delegated authority therefore require to be reported on an annual basis in a Contract Award report to Strategic Policy and Resources Committee. **Appendix 1** contains the TPC contracts awarded between 1 April 2012 and 31 March 2013.

2. PROPOSALS

- 2.1 There are no proposals arising from this report.

3. CONCLUSION AND RECOMMENDATION

- 3.1 This report is provided for information as required by the Council's Contract Rules. The Committee is asked to note contracts awarded under delegated authority as detailed in Appendix 1.

Author

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Approved

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ANNEX

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
Consultation	
Internal	None
External	None
Communication	
Communications Plan	None

1. Strategic Implications

Corporate Plan

1.1. The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.2 This report relates to all of these objectives.

2. Resource Implications

Financial

2.1 Budgetary provision has already been made for all contracts detailed in this report and as such there are no direct financial implications arising from this report.

3. Assessments

Equality Impact Assessment

- 3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.
- 3.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.4 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

Sustainability

- 3.5 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions.
- 3.6 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

4. BACKGROUND PAPERS

- 4.1 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 a material extent in preparing the above report.

5. APPENDICES

- 5.1 Appendix 1 – Contracts Awarded by the Tayside Procurement Consortium for the period 2012-13.

APPENDIX 1

**Contracts Awarded by Tayside Procurement Consortium
(1 April 2012 to 31 March 2013)**

Tayside Procurement Consortium				
Contract Name	Description	Est. Annual Value £,000	Start Date	End Date
Contracts for Supplies & Services of values over £173,934. Formal EU tender procedure applied.				
Waste Disposal Equipment	Skips, containers, bailers, crushers and shredders	190	04/2012	10/2015
Electrical Materials	Electrical components	210	04/2012	03/2016
Plumbing Materials	Plumbing materials	190	04/2012	03/2016
Roads Maintenance	Surfacing & Planing, Reinstatement, Patching, Road markings, surface dressing, road studs, micro surfacing, road signs, jetting.	1,500	08/2012	09/2014
Winter forecasting	Winter road forecasting & bureau services	150	10/2012	09/2017
IT Consumables	Ink cartridges, Toner cartridges ,Data media storage products – CDs, DVDs and memory sticks	330	09/2012	08/2016
Pest Control	Treatment of infestation	92	04/2012	04/2016
Removals & Storage	Moves, house clearances, storage.	115	10/2012	09/2015
Hire of Vehicles and Plant	Hire of Cars, vans, minibuses, commercial vehicles, refuse collection vehicles, plant and grounds maintenance equipment.	105	11/2012	10/2016
Horticultural products	Chemicals, Fertilisers Grass Seeds, Turf, General materials, Forest bark	26	11/2012	11/2016
Election Services	Printing & Issuing of Postal Voting Packs , Ordinary and Tendered Ballot Papers and Absent Vote Verification System	100	11/2012	12/2017
Deaf Services	A Specialist Social Work Service for Deaf People in Tayside	49	11/2012	11/2015
Vehicle Spare parts	Auto electrics, hydraulics, brakes, consumables, glass etc	485	01/2013	12/2016
Wheeled loader	22 tonne wheeled loader and 5yr maintenance agreement	235	12/2012	12/2012
PPE	Hazard wear, footwear, work wear, weather wear, catering wear	83	01/2013	01/2017
Bitumen	Surface Dressing Products	Used by Tayside Contracts	01/2013	01/2017
Education materials	A wide range of education materials	550	01/2013	01/2017

Tayside Procurement Consortium				
Contract Name	Description	Est. Annual Value £,000	Start Date	End Date
Contracts for Supplies & Services of values over £173,934. Formal EU tender procedure applied.				
Office & Educational Furniture	Educational Seating, Educational Tables/Desks	85	01/2013	01/2017
Net books & tablets	Various models of net books and tablet	10	03/2013	03/2015
Engineering & Technical consultancy	Roads and Structures, Transportation and Traffic Environmental Engineering, Land Surveying Drainage and Flooding, Geotechnical and Testing Project Management	750	03/2013	03/2017
Contracts over £50,000 & below EU thresholds - TPC Tender procedure applied				
Catering sundries	Disposable cups, tableware, food containers, food packaging, cookware, crockery, cutlery, glassware, and cooking utensils	20	09/2012	07/2016
Contract Extension				
First Aid Materials	First Aid Kits, medical supplies etc	30	04/2012	06/2014
Sport Equipment Maintenance	Maintenance and repair of sports kit	40	04/2012	10/2013
Secure Cash Uplift	Security and cash transit services	90	04/2012	04/2014
Audio Visual maintenance	Maintenance and servicing of projectors smart boards etc	25	02/2013	01/2014
CCTV maintenance	Maintenance and servicing of CCTV equipment	21	02/2013	02/2014
Swimming pool chemicals	Chemicals and pool water testing equipment	Only used at Fairview School	03/2013	03/2014