



Subject:	Contracts for Award
Date:	23 June 2017
Reporting Officer:	Ronan Cregan, Deputy Chief Executive and Director Finance and Resources Gerry Millar, Director of Property and Projects
Contact Officer:	Valerie Cupples, Procurement Manager

Restricted Reports	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Some time in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

Call-in	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

1.0	Purpose of Report
1.1	The purpose of this report is to seek approval from Members to the advancement and award of the tenders as outlined in Appendix 1 in accordance with the Scheme of Delegation.
2.0	Recommendations
2.1	The Committee is asked to: 1. Approve the public advertisement and acceptance of tenders as listed in Appendix 1, table 1, through the Council's electronic procurement system 2. Grant delegated authority to the appropriate Director, using pre-agreed criteria the most economically advantageous tender, and allow extensions where contracts are under review as per table 2.
3.0	Main report
3.1	<u>Key Issues</u> Section 2.5 of the Council's Scheme of Delegation outlines that under Standing Order 60(a) any contract that exceeds the statutory amount (currently £30,000) needs to be made under the Corporate Seal. Under Standing Order 51(b) the Corporate Seal can only be affixed when

there is a resolution of the Council.

3.2 In line with the agreed Commercial Panel Governance process, in February 2017, Chief Officers were asked to submit their programme of tenders for 2017/18. A total of 141 tenders were received from departments. On receipt of department's programme of tenders, Corporate Procurement Services then undertook an exercise to prioritise tenders by identifying those that represented business as usual or are necessary to ensure the continued running of the organisation.

3.3 A further exercise will be undertaken with departments to identify strategic tenders that are linked to the BCC Programme for Delivery 2017/18. When these have been agreed by the Commercial Panel Committee approval will be sought to proceed with these.

3.4 The tenders submitted for approval in Appendix 1 have been forwarded by Departments for approval. Departments have been required to provide assurance that provision for the expenditure has either been made within their departmental budgets or approval has been sought from the Director of Finance and Resources that this expenditure has been provided for within a corporate budget.

3.5 As part of this process, Departments have also provided assurance that appropriate resources are available within their departments in order to effectively administer and management any contract(s).

3.6 In accordance with Standing Orders these tenders shall comply with the relevant requirements of national legislation and European directives and be overseen by Corporate Procurement Services.

3.7 This report relates to corporate as well as departmental supplies and services only. The procurement of services and works contracts relating to the capital procurement is dealt with under the Capital Programme reports in accordance with the approved stage approval process.

Financial & Resource Implications

3.8 The financial resources for these contracts will be met within the current departmental budgets and the proposed departmental estimates process which are taken forward through the rate setting process.

Equality or Good Relations Implications

3.9 No specific equality or good relations implications.

4.0	Appendices - Documents Attached
	Appendix 1 – Contracts For Award, Schedule of tenders for consideration