

Members' Library Service Request Form

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Originator	Michelle Coyle
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Document Title	ELC Procurements for Q1 of 2023-24

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Date	28/07/23

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REPORT TO: Members' Library Service

MEETING DATE:

BY: Service Manager – Procurement

SUBJECT: ELC Procurements for Q1 of 2023-24

1 PURPOSE

- 1.1 To inform the Council of contracts awarded (below the Regulated thresholds) during the first quarter of 2023-2024.

2 RECOMMENDATIONS

- 2.1 To note the report.

3 BACKGROUND

- 3.1 The revised East Lothian Council Procurement Procedures were approved by cabinet 17 January 2023.
- 3.2 In line with reporting requirements set out within the procedures, the Procurement Service are to provide quarterly summaries of contracts awarded (below the Regulated thresholds) to the Members Library.
- 3.3 Regulated and Agreement on Government Procurement (GPA) contracts are published separately in the Council's publicly available contract register in accordance with the Procurement Regulations. Details of these contracts can be found on the Council's publicly available contract register published on Public Contracts Scotland. [Public Contracts Scotland - Contracts Register](#)
- 3.4 These quarterly reports will also supplement reporting obligations of the Procurement Reform (Scotland) Act 2014, where a Contracting Authority is obliged to prepare and publish an annual report on its regulated procurement activities as soon as reasonably practicable after the end of its financial year. For that reason, the ELC Annual Procurement Report

covering the period from 01 April 2022 to 31 March 2023 will be presented to Cabinet in the autumn of 2023.

3.5 During the first quarter of 2023-24 financial year, 12 contracts were awarded below the regulated procurement thresholds with a total value of £1,573,072.66

3.6 The table in Appendix A provides details of the contracts awarded (below the Regulated thresholds) during the first quarter of financial year 2023-2024.

4 POLICY IMPLICATIONS

4.1 The production of this quarterly report is a requirement of the Councils Standing Orders which include the revised East Lothian Council Procurement Procedures approved by cabinet 17 January 2023.

5 INTEGRATED IMPACT ASSESSMENT

5.1 The subject of this report does not affect the wellbeing of the community or have a significant impact on equality, the environment or economy

6 RESOURCE IMPLICATIONS

6.1 Financial - None

6.2 Personnel - None

6.3 Other – N/A

7 BACKGROUND PAPERS

7.1 East Lothian Council Annual Procurement Report 2021- 2022.

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Appendix A

Contracts awarded (below the Regulated thresholds (£50,000 Goods\Services, £2,000,000 Works)) during the first quarter of FY 2023-2024

Contract Name	Contract Award Value	Supplier	ELC Head of Service	Goods, Services, Works
Energy efficiency works mixed tenure blocks	£50,000.00	BCA Insulation Limited	Head of Housing	Works
Tracked Chipper for Forestry	£35,145.00	James A. Cuthbertson Limited	Head of Infrastructure	Goods
4x4 Car purchase	£21,959.96	Suzuki GB PLC	Head of Infrastructure	Goods
Carriageway Surface Dressing 2023	£350,000.00	Kiely Bros Ltd	Head of Infrastructure	Works
Provision of Road Vehicle Restraint Systems	£37,631.00	WI & A Gilbert	Head of Infrastructure	Services
Proposed Window Replacement to St. Gabriel's Primary School	£94,946.90	RP Slight & Sons	Head of Infrastructure	Works
Proposed Remedial Works at Port Seton Community Centre	£132,618.00	Ashwood Scotland Ltd	Head of Infrastructure	Works
Drainage Works	£150,000.00	DAMM Environmental Limited	Head of Housing	Works
Purchase of Furniture and Sensory Equipment for Severe & Complex Needs provision	£25,107.35	Rompa Limited	Head of Infrastructure	Goods
Foundation Apprenticeship (1 Year Pilot) - Childcare	£36,500.00	Training For Care Scotland	Head of Education	Services
Musselburgh Carriageway Surfacing	£318,981.81	ECR Surfacing Ltd	Head of Infrastructure	Works
Alteration Works at John Muir House (New Ways of Working Phase 1b)	£320,182.64	RP Slight & Sons	Head of Infrastructure	Works