

## Members' Library Service Request Form

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Designation	Exec Dir for Council Resources
Date	6/11/23

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**REPORT TO: MEMBERS LIBRARY**

**MEETING DATE:**

**BY: Michelle Coyle Service Manager - Procurement**

**SUBJECT: ELC Procurement contracts awarded below regulated thresholds – Quarter 2 FY23-24**

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## **1 PURPOSE**

- 1.1 To inform the Council of contracts awarded (below the Regulated thresholds) during the second quarter of Financial Year 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.
- 3.5 During the second quarter of 2023-24 financial year, 20 contracts were awarded below the regulated procurement thresholds with a total value of £3,074,717.
- 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 2022- 2023.

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<b>DATE</b>	6 November 2023

## 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
Roofing and Rendering Quick Quote	£688,626.50	Musselburgh Roofing & Building Services	Head of Infrastructure	Works
Resurfacing of 3G Pitches and Replacement of Athletics Track	£575,418.17	Sportex Group Ltd	Head of Infrastructure	Works
Re-roofing & Solar PV Project (Spott, 3 ELC properties)	£94,505.84	MAC Roofing	Head of Housing	Works
Letham Bridge Ground works and Installation	£74,596.95	Root One East	Head of Infrastructure	Works
Footway Slurry Surfacing 2023	£66,147.95	Kiely Bros Ltd	Head of Infrastructure	Works
Behaviour Change Programme Consultancy Services	£32,078.00	Love To Ride Ltd	Head of Infrastructure	Services
Purchase of machinery (Gator)	£25,063.00	Thomas Sherriff	Head of Infrastructure	Goods
Arrest Referral (AR) Service (pilot)	£23,280.00	Apex Scotland	Head of Operations (Adult Services)	Services
Server Infrastructure Maintenance	£21,007.92	Park Place Technologies Ltd	Head of Corporate Support	Services
School Mediation Services	£20,880.00	Common Ground Mediation	Head of Education	Services
Foundation Apprenticeship Accountancy	£20,000.00	Dundee & Angus College	Head of Education	Services
Purchase and supply of Marking Paint	£9,600.00	Fleet Line Markers Ltd	Head of Infrastructure	Goods
Network Infrastructure Maintenance	£5,298.48	Park Place Technologies Ltd	Head of Corporate Support	Services
Design and consultation on North Berwick High St	£37,698.37	Stantec UK Ltd	Head of Infrastructure	Services
Brown Street, Haddington Upgrade Works	£350,736.62	Total Reinstatement Services	Head of Housing	Works
Proposed Formation of Roadways and Drainage System at Newtonlees New Cemetery, Dunbar and Prestonpans New Cemetery	£605,942.32	J Sives Surfacing Limited	Head of Infrastructure	Works

Installation of Solar PV & Battery to private properties	£350,000.00	Valley Group Limited	Head of Housing	Works
Purchase of two wheeled tractors	£33,837.00	Henderson Grass Machinery	Head of Infrastructure	Goods
Business Skills Foundation Apprenticeship	£20,000.00	Limelight Careers	Head of Education	Services
IT Software Foundation Apprenticeship	£20,000.00	Forth Valley College	Head of Education	Services