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REPORT TO: MEMBERS LIBRARY

MEETING DATE:

BY: Michelle Coyle Service Manager - Procurement

SUBJECT: ELC Procurement contracts awarded below regulated thresholds – Q3 FY23-24



1 PURPOSE

- 1.1 To inform the Council of contracts awarded (below the Regulated thresholds) during the third 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 third quarter of 2023-24 financial year, 12 contracts were awarded below the regulated procurement thresholds with a total value of £2,286,415.
- 3.6 The table in Appendix A provides details of the contracts awarded (below the Regulated thresholds) during the third 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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DATE	26 January 2024

Appendix A

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

Contract Name	Contract Award Value	Supplier	ELC Head of Service	Goods, Services, Works
UKSPF Net Zero Carbon Business Cohort and Expert Support Programme	£35,000.00	Stirton Consulting Ltd	Head of Development	Services
North Grange Avenue-Roofing Works	£338,963.74	MAC Roofing	Head of Housing	Works
Internal alterations to 6NR. new build properties in Macmerry	£255,344.55	Total Reinstatement Services	Head of Housing	Works
Extension and Alteration Works (Council Housing, Prestonpans)	£157,014.74	Mec Joinery	Head of Housing	Works
4Nr Ramps for Council housing	£82,052.31	D Stewart Contracts	Head of Housing	Works
Supply of metals	£40,000.00	Alexander (Scotland) & Co Ltd	Head of Housing	Goods
Proposed Formation of Roadways and Drainage System at 2 cemeteries	£605,942.32	J Sives Surfacing Limited	Head of Infrastructure	Works
Carriageway Resurfacing November 2023	£415,344.85	Aggregate Industries	Head of Infrastructure	Works
Supply and installation of main traffic route lighting columns	£164,770.00	Belac Group Ltd	Head of Infrastructure	Works
Proposed Remedial Works to SuDS Basins & Pumping Station, Steading View, Tranent	£114,278.00	Graham Construction	Head of Infrastructure	Works
Supply and Install of Fixed Furniture and Equipment (John Muir House)	£44,172.00	Langstane Press Ltd	Head of Infrastructure	Goods
Levenhall to Prestonpans Segregated Cycle Route Feasibility Study	£33,533.48	AECOM Limited	Head of Infrastructure	Services