

## Report to the Cabinet

Meeting to be held on Thursday, 8 July 2021

### Report of the Head of Service - Procurement

#### Part I

Electoral Division affected:  
(All Divisions);

### Procurement Report

(Appendix 'A' refers)

Contact for further information:

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#### Executive Summary

In line with the county council's procurement rules, this report sets out a recommendation to approve the commencement of the following procurement exercises:

- (i) Essential Household Goods Support Scheme
- (ii) Recovery Infrastructure Organisation (alcohol, drugs, and complex needs peer support)
- (iii) Provision of Enforcement Agency Services for the collection of unpaid Penalty Charge Notices

This is deemed to be a Key Decision and the requirements of Standing Order C19 have been complied with.

#### Recommendation

Cabinet is asked to approve the commencement of the procurement exercises as set out in Appendix 'A'.

#### Background and Advice

Appendix 'A' sets out the detail of the procurement exercises and the basis upon which it is proposed to carry out the process including:

- The description of the service
- The procurement route proposed
- The estimated contract value
- The proposed basis for the evaluation of the tender submissions.

Where approval has been received from Cabinet to undertake a tender process which is deemed to be a Key Decision, the subsequent award of the contract on the satisfactory completion of the tender exercise shall not be deemed to be a Key Decision and can be approved by the relevant head of service or director.

On conclusion of the procurement exercise, the award of the contract shall be made under the county council's scheme of delegation to heads of service and in accordance with the council's procurement rules.

### **Consultations**

Relevant heads of service and key operational staff have been consulted in drawing up the proposals to undertake the procurement exercise included within this report.

### **Implications:**

This item has the following implications, as indicated:

### **Financial Implications**

The estimated value of the contracts will be contained within the funding arrangements as set out in Appendix 'A'. If significant variances should result from this position a further report to Cabinet will be required.

The contract values in this report are covered by budgetary provision in the respective revenue budgets where appropriate.

### **List of Background Papers**

Paper	Date	Contact/Tel
None		
Reason for inclusion in Part II, if appropriate		
N/A		