

# Finance and Resources Committee

10.00am, Thursday, 3 March 2022

## Contract Awards and Procurement Programme (Period 1 July to 31 December 2021)

Item number	
Executive/Routine	Routine
Wards	All
Council Commitments	

### 1. Recommendations

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- 1.1 It is recommended that the Committee notes the contents of this report and the contract awards made by officers under delegated authority, in accordance with the Council's Contract Standing Orders. A further report will be submitted to the Committee in approximately six months' time.

**Richard Carr**

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## Contract Awards and Procurement Programme (Period 1 July to 31 December 2021)

### 2. Executive Summary

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- 2.1 This report updates the Finance and Resources Committee on the scope of contracts awarded across the Council in the period 1 July to 31 December 2021. This provides visibility of contracts awarded by officers under delegated authority, including direct contract awards not openly tendered due to specific circumstances permitted in the relevant procurement regulations and those awarded following a waiver of the Council's Contract Standing Orders (CSOs). This report also seeks to provide the Committee with visibility of the forthcoming procurement programme in relation to expected higher value contracts across the Council.

### 3. Background

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- 3.1 The Commercial and Procurement Services (CPS) team, within the Finance and Procurement Division, is responsible for fostering commercial and procurement efficiency, enabling Best Value to be secured across the Council. In support of this approach CPS:
- supports Directorates to procure goods, works and services (with the focus primarily on contracts in the value of £25,000 and above); and,
  - provides governance, process and operational oversight for contracting and purchasing (including the Council's CSOs).
- 3.2 The commercial and procurement programme comprises significant volumes of both activities and stakeholders across the breadth of the Council. The scope of this function includes working with services in relation to:
- £719m of third party spend across the Council during 2020/21;
  - Management of the Council's Contract Register – 1,344 live contracts (at 7 January 2022); and,
  - Approximately 6,830 suppliers, 1,160 requisitioners and 720 approvers on the Council's Oracle purchasing system (at 7 January 2022).

- 3.3 Directorates are responsible for ensuring that contract information is regularly updated on the Council's Contract Register (accessible through the Orb and publicly). CPS regularly provides a list of expiring contracts and waivers to Directorates for their review, to enable Executive Directors and Service Directors to fulfil their responsibilities for all contracts tendered and subsequently awarded by their Directorates/Divisions. Commercial Partners within CPS work alongside divisional management and procurement delivery teams, as business partners, to support the contract planning process and compliance with procurement regulations.
- 3.4 The Council's CSOs outline contract approval thresholds for goods, works and services, identifying both the level of award which can be undertaken and those with the authority to award. The current version of the CSOs was approved by Council on 4<sup>th</sup> February 2021.
- 3.5 In specific circumstances, direct awards can be undertaken, where it is not practically viable or in the Council's best interests to 'tender' the requirement.
- 3.6 A waiver of CSOs to allow a contract to be awarded or extended without competitive tendering may also be required in certain circumstances. Inevitably, there will always be a need for a select number of waivers, however each is evaluated on its own merits and approval given only if fully justifiable and in the best interests of the Council. Such circumstances continue to be tightly controlled and scrutinised and will continue to be reported to Committee through this report.
- 3.7 This report also provides a summary of forthcoming procurement activity for expected higher value contracts across the Council.

## **4. Main report**

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- 4.1 This report updates the Finance and Resources Committee on the scope of contracts awarded by officers under delegated authority across the Council in the period 1 July to 31 December 2021 and provides visibility of the forthcoming procurement programme in relation to expected higher value contracts across the Council. Information with regards to contract awards is as recorded on the Council's Contract Register as of 7 January 2022.
- 4.2 It is noted that the Covid-19 pandemic has and continues to impact on the Council's procurement activity during the period. In response to this, actions and control measures have been undertaken to support existing and new contracting requirements, and in turn mitigate the associated risks.
- 4.3 The pandemic is however continuing to present a number of challenges to the Council and its suppliers. CPS is working closely with Directorates to support them through this period. It is though noted that in some cases there has been a requirement to seek approval to waive CSOs in Committee or through delegated officer approval as a result of the pandemic. As ever, such approvals continue to be constructively challenged and subject to robust scrutiny, to ensure such actions are in the Council's best interests and secure Best Value.

- 4.4 The CSOs state that contracts above a threshold of £1m for supply of goods and services and £2m for works require approval from the Committee prior to award. A summary of contracts awarded by officers under delegated authority is presented in Table 1 below.

**Table 1 Contracts Awarded under Delegated Authority**

Directorate	Total Contract Value 1 July – 31 December 2021
Education and Children’s Services	£5,937,912
Health and Social Care	£193,477
Place	£63,632,774
Corporate Services	£1,815,345
De Minimis Value Contracts (Under £25,000)	£618,280
	<b>£72,197,788</b>

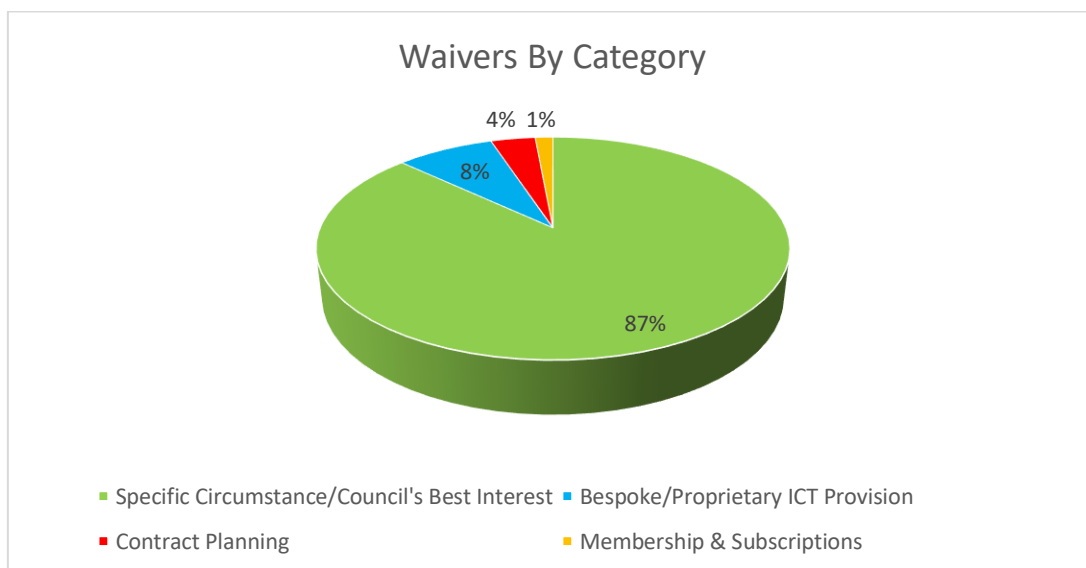
- 4.5 A full breakdown of contracts awarded by officers under delegated authority in this period is provided in Appendix 1. It is noted that given their de minimis value, contracts under the value of £25,000 have not been individually listed. For information, there were a total of 58 contracts awarded in the report period with a value of less than £25,000.
- 4.6 National Framework awards under Standing Order 12 of the CSOs are also included in Appendix 1. The title or description identifies where such a Framework has been utilised.
- 4.7 The report also offers insight in respect of those contracts awarded under waiver of the Council’s CSOs, both under delegated authority and through Committee approval, these are summarised by Directorate in Table 2 on the following page.

**Table 2 Contracts Awarded under the Waiver of Standing Orders**

Directorate	Total Value of Waivers 1 July – 31 December 2021	
	Delegated Authority	Committee Approval
Education and Children's Services	£1,444,406	£1,091,889
Health and Social Care	£75,000	£14,913,450
Place	£2,213,704	£5,018,447
Corporate Services	£454,095	-
<b>Total</b>	<b>£4,187,205</b>	<b>£21,023,786</b>

4.8 Appendices 2 and 3 provide the detail and financial value of contracts awarded under waiver of Council CSOs.

4.9 To enable greater understanding of the background to waivers across the Council, CPS records relevant management information. The chart below details reasoning (based on the background and justification provided by the service area) for the waivers in period, noting that only a limited percentage (4%) primarily relate to contract planning, historically a concern of the Committee. The majority (87%) of waivers recorded relate to specific circumstances where services required at a certain point in time dictate that a direct award is in the Council's best interests. It is noted that a further 8% relate to bespoke/proprietary ICT, with the remaining (1%) relating to Council memberships and subscriptions. These figures are consistent with previous reporting periods. Given the breadth of services delivered across the Council, the reasons for these are numerous and varied, with further detail of requirement for each waiver listed within Appendix 2.



- 4.10 With regard to the value of waivers, the majority continue to be of a relatively low to moderate value, with 27% of waivers £10,000 or less, 60% of waivers £25,000 or less and 76% below the £50,000 regulated threshold. This is largely consistent with previous reporting periods.
- 4.11 CPS continues to monitor and challenge waivers to ensure continuing compliance with the CSOs. The Waiver and Contract Registers provide the required visibility of spend enabling CPS to highlight to Directorates where plans for procurement require to be put in place without delay, to help achieve compliance and Best Value.
- 4.12 To enable greater insight into the forthcoming procurement programme in relation to higher value contracts across the Council, the top eighteen (by value) as well as an indication of the quantity of lower value procurements currently in development, is detailed within Appendix 4. It should be noted this is based on current knowledge and is subject to change as each individual procurement strand progresses.

## **5. Next Steps**

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- 5.1 A further report will be submitted to the Committee in approximately six months' time.

## **6. Financial impact**

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- 6.1 Through a robust procurement approach, proactive management of contract cycles, aggregating spend and carrying out competitive procurement where appropriate, this should continue to support commercial efficiency and achieve Best Value for Council contracts.

## **7. Stakeholder/Community Impact**

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- 7.1 Directorates have been consulted in relation to their expiring contracts, waivers and suppliers in preparation for the collation of this report. On an ongoing basis, the CSOs outline the appropriate measures of consultation and approval that must be sought from officers or Committee for each waiver, dependent on expected value.
- 7.2 Due to the significant volumes of activity and numbers of stakeholders involved in purchasing and procuring goods, services and works, CPS relies on services to provide accurate information through their Contract Register entries and timely requests for procurement support. To mitigate against any risks in this area, data is reviewed for accuracy and reliability in consultation with services.
- 7.3 A waiver denotes a departure from the CSOs. There may be an increased risk if the Council has departed from the procurement regulations. However, each waiver is scrutinised on its own merits in this context and requires appropriate checks and balances both within the Directorate concerned and corporately and is only

approved if justifiable given the circumstances or permitted in accordance with the relevant legislative framework.

- 7.4 Co-production resource and timescales require to be fully considered in planning overall timescales for services to re-procure contracts to ensure early planning and avoidance of waiver requirements.
- 7.5 There are no equalities or sustainability impacts directly arising as a result of this report.

## **8. Background Reading/External References**

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- 8.1 [Contract Awards and Procurement Programme \(Period 1 January - 30 June 2021\)](#) – Report to Finance and Resources Committee, 7<sup>th</sup> October 2021.

## **9. Appendices**

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- 9.1 Appendix 1 - Contracts awarded under Delegated Authority
- 9.2 Appendix 2 - Contracts awarded under the Waiver of CSOs by Delegated Authority
- 9.2 Appendix 3 - Contracts awarded under the Waiver of CSOs by Committee approval
- 9.4 Appendix 4 - Procurement Programme – Anticipated High Value Procurements Across the Council

## Appendix 1 – Contracts awarded under Delegated Authority

The following relate to the period 1 July – 31 December 2021.

### Supply of Goods and Service Contracts

Date	Directorate	Education and Children's Services	
	Supplier	Contract Description	Value
08/07/2021	Barnardo's Scotland	Summer holiday support for disabled children and young people.	£41,580
09/07/2021	Primecare Health Ltd	Summer holiday support for disabled children and young people.	£35,215
12/07/2021	Lothian Autistic Society	Summer holiday support for disabled children and young people.	£62,537
16/07/2021	The Action Group	Summer holiday support for disabled children and young people.	£33,000
16/08/2021	Multi-Supplier Framework	Adoption of the Scotland Excel (SXL) Educational Materials Framework 2021-2025.	£5,000,000
18/08/2021	North Edinburgh Childcare	Foundation Apprenticeships: Social Services (Children and Young People) at SCQF Level 6, via Framework.	£96,000
22/10/2021	S R Donaldson	Supply of Christmas trees for schools in Edinburgh.	£49,580
22/11/2021	Let's Talk (Young People) CIC	Community Mental Health Fund Lot 1E - Locality North East. Collaborative local support for children and young people.	£416,480
22/11/2021	Edinburgh and Lothians Greenspace Trust	Community Mental Health Fund Lot 1E - Locality North East. Collaborative local support for children and young people.	£65,280
22/11/2021	Edinburgh Community Yoga Ltd	Community Mental Health Fund Lot 1E - Locality North East. Collaborative local support for children and young people.	£47,250
22/11/2021	Tinderbox Project	Community Mental Health Fund Lot 1E - Locality North East. Collaborative local support for children and young people.	£45,990
09/12/2021	Water of Leith Conservation Trust	Educational visits, learning and support for school children.	£45,000
			<b>£5,937,912</b>



Date	Directorate	Health and Social Care Partnership	
	Supplier	Contract Description	Value
14/09/2021	Softcat PLC	Booking system for volunteer services using Scottish Government's Software Value Added Reseller Framework.	£33,477
11/10/2021	Fife Council t/a Matrix Fife	Reupholstery service of Aids for Daily Living seating and other similar items.	£110,000
22/11/2021	Pricewaterhousecoopers LLP	Management consultancy for 'One Edinburgh' Care at Home.	£50,000
			<b>£193,477</b>

Date	Directorate	Place	
	Supplier	Contract Description	Value
08/07/2021	Elite Training and Consultancy Scotland Ltd	Prince2 Foundation training for staff 2021 via Framework.	£47,000
08/07/2021	Atkins Ltd	Landscape design for Murrayburn, Hailesland and Dumbryden via Professional Services Framework (PSF).	£100,076
15/07/2021	Thomson Gray Limited	Fire Management System 2021-22, via Framework.	£885,372
15/07/2021	SP Energy Networks	Utility services connection to Electrical Vehicle Charging Point (EVCP) - Fettes Avenue.	£29,894
15/07/2021	SP Energy Networks	Utility services connection to EVCP - India Street.	£46,058
15/07/2021	SP Energy Networks	Utility services connection to EVCP - Heriot Row.	£40,718
20/07/2021	Chargemaster Limited	On-street vehicle charging infrastructure, via Eastern Shire Purchasing Organisation (ESPO) Framework.	£736,928
21/07/2021	Faithful and Gould	Whole House Retrofit (WHR) design consultancy and survey works via PSF.	£274,000
09/08/2021	Faithful and Gould	Multi-disciplinary design services for George Street via PSF.	£779,786
11/08/2021	Windrush AKA LLP	Agency fees for cultural event.	£90,000
18/08/2021	Tennent Caledonian Breweries Wholesale Limited	Supply and delivery of alcohol and associated beverages, via SXL Framework.	£1,000,000
18/08/2021	Multi-Supplier Framework	Provision of apprenticeships and qualifications.	£864,520
25/08/2021	Broxap Ltd	Short-term supply of corraling for Citywide bins.	£39,960
31/08/2021	Healthmatic Limited	Installation and monitoring of people counters/sensors in public toilets across the City.	£49,536
01/09/2021	Multi-Supplier Framework	Adoption of the SXL Framework for Supply, Delivery and Installation of Educational & Office Furniture 2021-2025.	£2,980,000
02/09/2021	SP Energy Networks	Utility services connection to EVCP - Kings Road.	£31,411
02/09/2021	SP Energy Networks	Utility services connection to EVCP - Thirlestane Road.	£33,909
06/09/2021	Currie & Brown UK Limited	Fountainbridge development, employers agent and quantity surveying services via PSF.	£140,125
13/09/2021	Hirst Landscape Architects	NEP's designs - various locations across the localities, via PSF.	£33,311

13/09/2021	Thomas & Adamson	Final design for environmental development project at Northfield Drive and Northfield Grove, via PSF.	£122,983
14/09/2021	Lucion Environmental Ltd	Asbestos surveys and analysis services to be carried out in Citywide Council domestic properties.	£49,976
21/09/2021	Hako Machines Limited	Purchase and maintenance of streetsweepers and gritters via Framework. (Award under Delegated Authority previously approved at Committee).	£1,600,943
22/09/2021	Port of Leith Housing Association Ltd	Factoring services for co-owned housing development.	£85,000
26/09/2021	Xylem Water Solutions UK Ltd	Maintenance of pumping stations and telemetry monitoring for Edinburgh flood prevention schemes.	£41,026
28/09/2021	Collective Architecture Limited	Coatfield Lane, architectural services and landscape architecture, via PSF.	£302,744
29/09/2021	Thomson Gray Limited	Citywide stock condition surveys 2021-22, via PSF.	£993,980
08/10/2021	Landcare Solutions (Scotland) Limited	Supply and installation of play park equipment and surfacing for Glenvarloch Crescent Play Park.	£66,600
14/10/2021	Edible Estates CIC	Framework agreement for community gardens.	£500,000
14/10/2021	McLaughlin and Harvey Limited	Design and costing services for the pre-construction of Granton Gas Holder.	£248,934
18/10/2021	Bryson Tractors Limited	Supply of four 35h/p four-wheel drive tractors.	£145,780
18/10/2021	Bryson Tractors Limited	Supply of four 100h/p four-wheel drive tractors.	£269,242
22/10/2021	Sportsmasters UK Ltd	Provision of new sports pitch at Currie Community High School, via SXL Framework.	£782,706
25/10/2021	Thomson Gray limited	AMS implementation lead via PSF.	£35,400
28/10/2021	RON Services Limited	Fogging and electrostatic deep cleaning of Council buildings, including schools, in relation to Covid-19. (Award under Delegated Authority previously approved at Committee).	£4,311,516
09/11/2021	G3 Consulting Engineers Limited	Professional services for Colinton Mains, via PSF.	£25,200
09/11/2021	Aecom Limited	Site Supervision for City Centre West East Link (CCWEL) project via SXL Framework.	£317,970
22/11/2021	Cruden Homes East Ltd	Pre-development services related to the mixed-use development at Fountainbridge.	£110,993
24/11/2021	Changeworks Resources for Life Ltd	Multi-disciplinary services related to energy and sustainability advice.	£951,000
25/11/2021	William Waugh (Edinburgh) Limited / Enva Scotland Limited	Framework for the disposal of mixed scrap metals and lead acid batteries (income contract).	£980,160

14/12/2021	Kier Construction Scotland t/a Kier Construction Limited	Design and cost services for the pre-construction of Currie Community High School.	£300,000
15/12/2021	Allsports Construction and Maintenance Ltd	Design, supply and installation of 3G Pitch at Victoria Primary School.	£340,951
16/12/2021	R1 Properties	Temporary accommodation and associated services.	£456,250
21/12/2021	MAN Truck and Bus UK Ltd	Supply of 26 vehicles including tipper gritters, flatbeds and multi-purpose road maintenance vehicles via SXL Framework. (Award under Delegated Authority previously approved at Committee).	£3,000,000
22/12/2021	Aire Valley Gas Ltd	Collection and disposal of pressurised gas containers via SXL Framework.	£52,241
			<b>£24,294,199</b>

Date	Directorate	Corporate Services	
	Supplier	Contract Description	Value
30/07/2021	Price Waterhouse Coopers LLP	Provision of external support to enable specialist internal audits to be undertaken.	£952,880
01/08/2021	Preservica Ltd	Pilot for digital preservation and archiving services.	£63,480
24/09/2021	Morna Laird Ltd t/a McKinlay Workwear Supplies	Disposable nitrile gloves for central store.	£27,840
24/09/2021	Cleaning & Wiping Supplies Ltd	Disposable nitrile gloves for central store.	£25,392
04/10/2021	Barclays Bank PLC	Merchant services (card payments) via Crown Commercial Services Payment Acceptance Framework.	£630,303
14/10/2021	Improvement Service Company	Local Government Digital Transformation Partnership.	£77,850
16/11/2021	Unico Ltd	PPE face masks and gloves via SXL Framework.	£37,600
			<b>£1,815,345</b>

## Works Contracts

It is noted that works contracts were awarded under Delegated Authority in the Place Directorate only.

Date	Directorate	Place	Value
	Supplier	Contract Description	
12/07/2021	Consult Lift Services Ltd	Lift upgrades programme Financial Year 2021-22 via Housing Capital Works Framework (HCWF).	£1,562,116
12/07/2021	Friends of Roseburn Park (SCIO)	Conversion of toilet block in Roseburn Park into a community-owned café.	£66,000
12/07/2021	Morris & Spottiswood Ltd	Cramond Primary School refurbishment works via Contractor Works Framework (CWF).	£410,536
13/07/2021	Apex Contracts Limited	Masonry repairs to front and internal common repairs, South Clerk Street.	£51,380
14/07/2021	Bell Decorating Group Ltd	Building, kitchen and bathroom works to sheltered housing accommodation via HCWF.	£77,847
15/07/2021	Dem - Master Demolition Ltd	A number of small demolitions via HCWF.	£78,348
19/07/2021	Openview Security Solutions Limited	Door entry systems 2021 – north east minority blocks via HCWF. (Award under Delegated Authority previously approved at Committee).	£2,800,724
19/07/2021	Belac Group Limited	Smoke alarm upgrades 2021-22 package 1 via HCWF. (Award under Delegated Authority previously approved at Committee).	£2,018,243
19/07/2021	Maclin Electric Ltd	Smoke alarm upgrades 2021-22 package 2 via HCWF. (Award under Delegated Authority previously approved at Committee).	£2,058,888
19/07/2021	G D Chalmers Limited	Smoke alarm upgrades 2021-22 package 3 via HCWF.	£1,965,087
20/07/2021	Clark Contracts Ltd	Hillview respite centre refurbishment works via CWF.	£179,612
03/08/2021	Cornhill Building Services Ltd	Inch Park depot and cottage refurbishment via CWF.	£189,071
05/08/2021	P1 Solutions Ltd	Dumbiedykes external accessibility renovation project 2021.	£1,321,076
05/08/2021	Bell Decorating Group Ltd	Door alterations and ramps to various properties via HCWF.	£80,078
09/08/2021	Belac Group Limited	Kitchen and bathroom upgrade, ad hoc phase 6, Citywide – 2021/22 via HCWF.	£1,485,394
11/08/2021	Maclay (Civil Engineering) Limited	Oxgangs Rise, Oxgangs Park, Oxgangs Row - carriageway resurfacing via Transport Infrastructure Framework (TIF).	£111,318
15/08/2021	Bruntsfield St Oswalds	Refurbishment of St. Oswald's Hall, Bruntsfield.	£350,000

16/08/2021	Belac Group Limited	Wet floor showers – replacement to domestic properties via HCWF.	£245,460
17/08/2021	Maxi Construction Limited	Metal galvanised semi-permanent disabled ramps and other associated adaptation work via HCWF.	£132,859
19/08/2021	Concrete Repairs Ltd	Concrete louvre repairs to Kirkgate House.	£61,380
26/08/2021	Watson & Lyall Ltd	External fabric repairs to masonry, Grove Street properties.	£30,480
27/08/2021	A C Whyte and Co Ltd	Essential repairs and maintenance, Murrayburn Park, via HCWF.	£1,294,800
02/09/2021	Robertson Construction Group Limited	Pennywell Hub enabling works.	£800,000
07/09/2021	Tarmac Trading Limited	Queen Anne Drive carriageway resurfacing via TIF.	£386,495
07/09/2021	Go-Wright Ltd	Communal wall repairs, Elm Row.	£93,608
07/09/2021	Apex Contracts Limited	Communal roof repairs, Calder Grove, Edinburgh.	£66,255
08/09/2021	Maclay (Civil Engineering) Limited	Buckstone Gate and Buckstone Wynd carriageway and footway resurfacing via TIF.	£177,912
13/09/2021	Balfour Beatty Civil Engineering Ltd	Enabling works - CCWEL project via SCAPE Framework.	£341,127
14/09/2021	Bell Decorating Group Ltd	Kitchen and bathroom upgrade, south west Phase 1 – 2021/22 via HCWF.	£1,349,072
14/09/2021	G Grigg and Sons Limited	External fabric repairs to front facing principal elevations - Portobello High Street and Marlborough Street.	£64,999
23/09/2021	Maclay (Civil Engineering) Limited	Greenbank Road carriageway resurfacing via TIF.	£86,506
23/09/2021	Kiely Bros Ltd	Surface treatment schemes, micro-asphalt, various locations Citywide via TIF.	£779,390
30/09/2021	Maclay (Civil Engineering) Limited	Pedestrian crossings and continuous footway improvements, via TIF.	£406,292
01/10/2021	Morris & Spottiswood Ltd	Royal High Primary School, ceiling remedial works via Framework.	£85,938
05/10/2021	Maclay (Civil Engineering) Limited	Inch Park carriageway resurfacing via TIF.	£128,338
06/10/2021	Aggregate Industries UK Ltd	Major carriageway works to Stenhouse Drive via TIF.	£615,664
07/10/2021	Robertson Partnership Homes Limited	Murrayburn Gate new build housing project via New Build Housing Framework (NBHF).	£374,192

25/10/2021	CCG Scotland Ltd	Western Villages Housing Project - enabling works via NBHF. (Award under Delegated Authority previously approved at Committee).	£3,407,425
26/10/2021	Story Contracting Limited	Balgreen and Broomhouse bridge refurbishment works.	£169,996
27/10/2021	Gas Call Services Ltd	Domestic gas boiler replacement Citywide, FY 21/22 via HCWF.	£1,776,991
28/10/2021	Swarco UK Ltd	Improvements to the electric charging infrastructure at Bankhead depot.	£143,801
15/11/2021	Go-Wright Ltd	External fabric repairs and roof works at Walker Street and Drumsheugh Gardens.	£157,821
17/11/2021	Ashwood Scotland Ltd	Central Library external refurbishment works via Framework.	£876,414
17/11/2021	Ashwood Scotland Ltd	Central Library internal refurbishment works via Framework.	£882,914
22/11/2021	Insulated Render Systems (Scotland) Ltd	Essential repairs and maintenance Phase 2a Dumbryden Gardens via HCWF.	£1,472,220
22/11/2021	Insulated Render Systems (Scotland) Ltd	Essential repairs and maintenance Phase 2b Dumbryden Gardens via HCWF.	£1,289,044
23/11/2021	Luddon Construction Limited	Craighleith Crescent carriageway resurfacing via TIF.	£178,000
24/11/2021	Maclay (Civil Engineering) Limited	Blackford Hill carriageway resurfacing via TIF.	£135,000
24/11/2021	Sers Energy Solutions (Scotland) Limited	External wall insulation to domestic properties, Oxgangs, via SXL Framework.	£1,992,000
30/11/2021	Belac Group Limited	The adaption of bathrooms to wet floor showers to meet the needs of tenants, Citywide via HCWF.	£326,447
07/12/2021	Nicholson Bros (Electrical Contractors) Limited	Electrical rewires and refits 2022 via HCWF.	£1,312,132
08/12/2021	A C Whyte and Co Ltd	Essential repairs and maintenance Murrayburn Park and Murrayburn Gardens via HCWF.	£1,362,890
08/12/2021	A C Whyte and Co Ltd	Essential repairs and maintenance Murrayburn Green via HCWF.	£1,434,413
20/12/2021	Lock It Safe Ltd	Supply and installation of cycle parking at six schools.	£40,253
21/12/2021	Luddon Construction Limited	Hillpark Way footpath resurfacing via TIF.	£54,329
			<b>£39,338,575</b>

## Appendix 2 – Contracts awarded under the Waiver of CSOs by Delegated Authority

The following relate to the period 1 July – 31 December 2021.

Waiver No.	Directorate	Education and Children's Services	
	Supplier	Description / Justification for waiver	Value
Waiver 2656	Port Edgar Watersports CIC	Supply of local educational services, best interests.	£11,000
Waiver 2657	The Green Team (Edinburgh and Lothians) Limited	Specialist outdoor learning for vulnerable young people, best interests.	£7,000
Waiver 2661	Groupcall Ltd	Parent evening booking system and video calling for schools, as a result of Covid-19 pandemic, best interests.	£20,331
Waiver 2663	Sacro	Continuity of travel service in relation to Edinburgh Criminal Justice Services, third party funded.	£10,723
Waiver 2664	Victim Support Scotland	Care service in relation to Community Justice Service, third party funded.	£10,384
Waiver 2665	Adoption Matters	Inter-agency fees for adoption, best interests.	£32,320
Waiver 2670	Caledonia Play	Specific externally funded play equipment.	£20,000
Waiver 2672	Muddy Faces Ltd	Specialist equipment for Forest Kindergartens, new tender process being undertaken for future sourcing, best interests.	£50,000
Waiver 2674	FreshStart Independence Project Ltd	Accommodation for supported child.	£20,940
Waiver 2677	Language Line Ltd	Extension to contract for phone based interpretation services to allow tender process to be undertaken, best interests.	£15,000
Waiver 2679	The Wise Group	Support programme for people in the justice system until new contract in place, best interests.	£10,000
Waiver 2680	Global MSC Security Limited	Continuation of CCTV consultancy to support project delivery, best interests.	£41,070
Waiver 2687	Matta Products UK	Recycled plastic safety surfaces meeting the necessary safety standards and requirements, best interests.	£49,995
Waiver 2696	Gold and Gray Soccer Academy Ltd	Sports and activity coaching for schools, best interests.	£30,000
Waiver 2697	Multiple Suppliers	Provision of essential swimming lessons for school pupils, best interests.	£50,000
Waiver 2698	OverDrive Inc	Annual subscription to digital media for libraries, ICT proprietary.	£24,669
Waiver 2701	Pentagull Ltd	Extension to online booking system for public access to libraries as a result of Covid-19, ICT proprietary.	£7,000
Waiver 2702	Duomo (UK) Limited	Urgency to comply with CO2 monitoring of education spaces in line with Scottish Government directive.	£250,000



Waiver 2703	Richmonds Hope Bereavement Project	Short extension to bereavement support for young people to allow procurement process to conclude, best interests.	£48,350
Waiver 2705	Climbwired International Ltd	Benmore Outdoor Centre, repair works to equipment to ensure safety of activity venues, urgency and best interests.	£10,000
Waiver 2708	Speyside Trust	Lagganlia outdoor centre, catering for residential courses as a result of kitchen equipment failure, urgency and best interests.	£10,000
Waiver 2709	Gold and Gray Soccer Academy Ltd	PEF funded football academies to support attainment, best interests.	£49,900
Waiver 2711	Edinburgh Community Food Initiative	Provision of weekly food boxes, recipes and online cooking sessions for families during school holiday periods.	£80,000
Waiver 2714	M McHardy	Continuation of counselling and chaplaincy services within Holy Rood High School, best interests.	£25,000
Waiver 2716	Heavy Sound C.I.C.	Support for young people to help them engage with the educational curriculum, best interests.	£13,100
Waiver 2718	Gold and Gray Soccer Academy Ltd	Targeted programme to support pupil behavioural and attainment issues, continuity and best interests.	£28,296
Waiver 2721	David Mandel & Associates LLC	Bespoke staff training programme relating to domestic abuse interventions, best interests.	£20,000
Waiver 2723	Apex Scotland	Support programme for people in the justice system, short term until new contract in place, best interests.	£20,000
Waiver 2727	Edict Training Ltd	Software system to track attainment in secondary schools, bespoke system to meet requirements, best interests.	£18,000
Waiver 2731	Coach 2 Competence / Multi-Skillz	Bespoke sports based teaching programme to aid development and life skills of children, best interests, third party funded.	£20,000
Waiver 2734	BFB Labs Ltd	Technology based early intervention for children with anxiety, overseen by educational psychologists, best interests.	£6,000
Waiver 2735	Logoxpres Ltd	Supply of school uniforms and tailoring consistent with existing, majority of spend recoverable, best interests.	£18,000
Waiver 2736	Deaf Action	BSL interpreters to support two secondary school pupils and meet statutory requirements, best interests.	£75,320
Waiver 2738	J P MacDonald	Educational leadership programme, best interests.	£9,000
Waiver 2743	Davie Cameron Blacksmiths	Maintenance and repair of outdoor centres equipment trailers by local blacksmith, best interests.	£9,000
Waiver 2746	Stanley Security Solutions Limited	Continuity of security for buildings being transferred to NHS, best interests.	£20,000
Waiver 2750	We Love Coffee	Coffee supplies, training and support to young people working towards barista qualifications and employment, best interests.	£6,495
Waiver 2755	Scran Academy SCIO	Alternative support programme for young people based around cookery and working together, best interests.	£14,000
Waiver 2766	Intercultural Youth Scotland	Anti-racism education project for schools, best interests.	£11,000
Waiver 2769	Intercultural Youth Scotland	Anti-racism and education project for schools, best interests.	£7,700
Waiver 2770	Humanutopia Limited	Anti-bullying, anti-racism and equality training for school pupils and staff, best interests.	£24,000
Waiver 2772	H Lucchesi / M Geoffray / T Miller	Artist led bespoke creative consultation workshops in early years and schools to support learning strategy, best interests.	£17,000

Waiver 2775	Simply Fix It Limited	Services for ipad repairs for education estate, continuity until new contract is in place.	£110,000
Waiver 2777	U-Evolve	Continuation of therapeutic work for young people with mental health difficulties, externally funded, best interests.	£8,167
Waiver 2779	Goodtrees Neighbourhood Centre	Short-term venue hire to facilitate activity workshops for people in the justice system, third party funded, best interests.	£7,020
Waiver 2782	Etac Limited	Specialist equipment for child with additional needs as prescribed by occupational therapist.	£5,500
Waiver 2783	ROMPA Limited	Creation of a sensory room in St Thomas school, third party funded, best interests.	£12,126
Waiver 2787	Twinkl Ltd	Classroom resources that are linked to curriculum for excellence, continuity.	£49,000
Waiver 2790	Len Lothian Ltd	Self-storage allowing libraries ongoing access to stored resources, best interests.	£10,000
Waiver 2791	U-Evolve	Continuation of therapeutic work for young people who require counselling, best interests.	£22,000
			<b>£1,444,406</b>

Waiver No.	Directorate	Health and Social Care Partnership	
	Supplier	Description / Justification for waiver	Value
Waiver 2695	Spotlight Support C.I.C.	Additional support to ensure individuals with learning disabilities have access to further education, best interests.	£40,000
Waiver 2715	Ferrari Packaging Ltd	Customised packaging for carriage of refurbished and specialist care equipment, best interests.	£35,000
			<b>£75,000</b>

Waiver No.	Directorate	Place	Value
	Supplier	Description / Justification for waiver	
Waiver 2644	African Connections CIC	Cultural event planning, delayed due to Covid-19 pandemic, best interests.	£43,600
Waiver 2649	Jarvie Plant Ltd and Sunbelt Rentals Limited	Contract extension due to delay in implementation of new Scotland Excel Framework as a result of Covid-19 pandemic.	£179,248
Waiver 2650	Changeworks Recycling Ltd	Short term extension to common refuse collection, tender delayed due to Covid-19, costs recoverable, best interests.	£8,097
Waiver 2652	Kerrs Removals	Ongoing storage for a tenant due to delays with contractors undertaking home adaptations, best interests.	£10,596
Waiver 2653	Tetra Tech Environment Planning Transport Limited	Continuity in engineering design services by original supplier no longer contracted, best interests.	£7,000
Waiver 2654	Hormann (U.K.) Limited	Repair of specialised doors at Bankhead and Seafield depots by the original door supplier, best interests.	£5,000
Waiver 2655	Tisdall Associates Ltd	Specialist consultancy and project evaluation tools for parks and greenspace outcomes, best interests.	£10,000
Waiver 2667	Dynniq UK Ltd	Maintenance support contract for existing urban traffic control system, ICT proprietary.	£28,200
Waiver 2668	Central Radio Taxis Tollcross Ltd	Short term extension to provide continuity to taxi-card service, best interests.	£150,000
Waiver 2669	Keysoft Solutions Limited	Subscription for software licence, ICT proprietary.	£5,700
Waiver 2671	CoStar UK Limited	Sole supply of subscription for specific property information service.	£10,868
Waiver 2673	Academy of Urbanism	Academy of Urbanism Congress 2021, best interests.	£8,000
Waiver 2676	Bryn Jones Associates Ltd	Development of proposals to support potential income generation opportunities, continuity and best interests.	£35,000
Waiver 2678	Duomo (UK) Limited	CO2 monitors for community centres, health and safety related urgency due to Covid-19 pandemic.	£65,000
Waiver 2689	War Productions Limited	Audio visual equipment for cultural venues, tender process delayed due to Covid-19, best interests.	£40,000
Waiver 2690	Vision Events (UK) Limited	Audio visual and broadcast technology for cultural venues, tender process delayed due to Covid-19, best interests.	£75,000
Waiver 2691	The Warehouse Sound Services Ltd	Sound equipment for cultural venues, tender process delayed due to Covid-19, best interests.	£45,000
Waiver 2692	Davidson Chalmers Stewart	Legal services associated with access to land for City Centre West East Link (CCWEL), chosen directly by land owner.	£7,487
Waiver 2693	Cushman & Wakefield Debenham Tie Leung Limited	Additional services relating to BioQuarter development by supplier already working on the project, best interests.	£25,000

Waiver 2694	Edinburgh Showtec Ltd	Show crew to support performances at cultural venues, tender process delayed due to Covid-19, costs recoverable.	£75,000
Waiver 2699	Now Wireless Limited	Extension to secure telecommunications system for traffic signal control Citywide, ICT proprietary.	£15,750
Waiver 2700	Davis Track Hire Ltd	Provision of trackway to protect grounds in Holyrood Park for Tour of Britain 2021 event, urgency and best interests.	£7,300
Waiver 2704	Collective Architecture Limited	Spatial strategy for the regeneration of Craigmillar High Street, urgency and best interests.	£78,407
Waiver 2706	Doig & Smith Limited	Project management services for Roseburn to Union Canal Active Travel project, continuity of supplier, best interests.	£150,000
Waiver 2710	Andrew A Fleming	Independent reporter for hearing relating to Causeway Project, best interests.	£5,000
Waiver 2712	It Is On Limited	Extension to business support package (vouchers) relating to Tram extension to encourage footfall, programme delayed as a result of covid-19 shutdown, best interests.	£61,000
Waiver 2713	Spotless Commercial Cleaning Ltd	Cleaning services as part of landlord obligations, short term until new contract put in place, best interests.	£9,556
Waiver 2724	Johnson Distribution Services	Information leaflet household delivery to support Scottish Government asymptomatic Covid-19 testing programme, urgency and third party funded.	£24,500
Waiver 2725	Out of Hand Scotland Ltd	Information leaflet household delivery to support Scottish Government asymptomatic Covid-19 testing programme, urgency and third party funded.	£24,500
Waiver 2726	Bethany Christian Trust	Provision of support and staffing for temporary accommodation at the Welcome Centre, Haymarket Hub, best interests.	£140,205
Waiver 2730	Essential Edinburgh	Activities programme relating to City Centre recovery, third party funded, best interests.	£100,000
Waiver 2739	Water Gems Alba	Inverleith boardwalk repair, specialist work in aquatic environment by original installer, best interests.	£43,977
Waiver 2740	British Telecommunications PLC	Legacy communications circuits to traffic signals, contract now in place via CGI, ICT proprietary.	£33,814
Waiver 2741	Entec Solutions Ltd	Technical expertise to support contract management of the Millerhill waste facility, best interests.	£25,000
Waiver 2742	Avison Young (UK) Limited	Continuity of service with regard to EICC Hotel project advisory services, third party funded, best interests.	£8,795
Waiver 2749	John Doe Group Ltd	Continuation of specialist PR support for Edinburgh's tourism industry recovery campaign, best interests.	£13,000
Waiver 2751	Scott Porter Research and Marketing Limited	Continuation of work in relation to Low Emission Zones, best interests.	£10,600
Waiver 2752	MGB Services Ltd	Urgent health and safety related security measures for Granton Gas Holder, best interests.	£13,792
Waiver 2753	Insite Energy Ltd	Interim energy billing service whilst contracted provision being finalised, continuity and best interests.	£10,000
Waiver 2754	Deloitte LLP	Continuity to undertake further implementation plans relating to City Region Deal - Regional Economic Framework.	£50,000

Waiver 2758	James Breck, Blacklight	Usher Hall sound equipment repair by original suppliers providing assistive listening support during performances, best interests.	£45,517
Waiver 2759	Modus Scotland Ltd	Extension to Asbestos Information Management System (AIMS) to allow time for CGI to implement new system, continuity and best interests.	£17,735
Waiver 2761	Cushman & Wakefield Debenham Tie Leung Limited	Continuation of commercial advice services relating to BioQuarter development, best interests.	£223,388
Waiver 2762	SPIE Scotshield Ltd	Short term extension to housing CCTV repair and maintenance contract, health and safety, best interests.	£30,000
Waiver 2763	Amazon Web Services, Inc	Essential web mapping software which cannot be provided through CGI contract, ICT proprietary.	£7,000
Waiver 2764	Stack and Still Limited	Short term catering for small events in Assembly Rooms, supporting income generation, until procurement exercise finalised and new contract in place.	£21,000
Waiver 2767	Willis Limited	Review of operational phase insurances relating to waste services plant, by supplier with inherent knowledge of the project, best interests.	£17,000
Waiver 2768	ESRI (UK) Ltd	Annual maintenance of existing geographical information system, ICT proprietary.	£24,500
Waiver 2774	Avery Weigh Tronix Ltd	Short extension for maintenance of weighbridge software for waste services by original supplier, ICT proprietary.	£12,000
Waiver 2776	Glasgow Waste Containers Ltd	Skip welding repair at Council's waste recycling centres, best interests.	£29,500
Waiver 2778	ATG Access Ltd	Ongoing maintenance cover for automatic bollards systems, by original supplier, best interests.	£22,702
Waiver 2780	C A Barr Fabrications LLP	Urgent health and safety related barrier repair above steep embankment, due to vehicular accident, third party funded.	£5,570
Waiver 2781	Matthews Environmental Solutions Limited	Urgent repair and ongoing servicing to crematorium equipment by original supplier, best interests.	£49,000
Waiver 2786	Harwell Technical Services Limited	Specialist document and records conservation service required as a result of flood damage, best interests.	£7,800
Waiver 2788	APSE	Consultancy support to review the Council's parks and greenspace service, drawing on national knowledge, as part of the Thriving Greenspace Project, externally funded.	£22,000
Waiver 2793	Thomas Telford Ltd	Essential contract management training for engineering staff by the supplier who creates the specific NEC contract forms, best interests.	£20,000
			<b>£2,213,704</b>

Waiver No.	Directorate	Corporate Services	
	Supplier	Description / Justification for waiver	Value
Waiver 2647	Local Government Association	Peer review of service proposal, offering a wider Local Government view and expertise, best interests.	£9,600
Waiver 2651	Iron Mountain UK Limited	Extension to contract to allow continuity of service until new contract tendered and in place.	£126,000
Waiver 2658	Employers Network for Equality & Inclusion	Specific diversity related training covering a number of different specialisms, best interests.	£15,000
Waiver 2659	Human Library	Sole supplier of specific type of Diversity related training.	£20,000
Waiver 2666	British Telecommunications PLC	Historic communication circuits to traffic lights, lifts and alarms, continuity of provision.	£120,000
Waiver 2707	Delib Limited	Annual subscription to Citizen Space, the Council's consultation and engagement hub, ICT proprietary.	£20,595
Waiver 2722	Multi-Supplier Framework	Short extension to translation services Framework until new Scottish Government Framework in place, best interests.	£44,000
Waiver 2732	BeeLine PR	Specialist PR support relating to COP26 by provider already undertaking related work in this field, best interests.	£5,000
Waiver 2748	Idox Plc	Online information system to enable service areas to more easily source external funding for Council projects, best interests.	£13,900
Waiver 2756	Millar & Bryce Ltd	Sole supplier of specific information relating to property searches required for Legal Services, best interests.	£20,000
Waiver 2792	McSence Communication Ltd	Short term extension for manual handling training in view of continuity, immediate need and review of future provision, best interests.	£60,000
			<b>£454,095</b>

### Appendix 3 – Contracts awarded under the Waiver of CSOs by Committee approval

The following relate to the period 1 July – 31 December 2021.

*N.B. There were no Committee approved waivers required for the Corporate Services Directorate.*

Waiver No.	Directorate	Education and Children's Services	
	Supplier	Description / Justification for waiver	Value
Waiver 2682	Edinburgh Women's Aid / Four Square Scotland / Shakti Women's Aid	Extension to current domestic abuse contracts, procurement of new contracts delayed as a result of Covid-19 pandemic.	£1,091,889
Waiver 2686	Multi-Supplier Framework	Extension of the Pupil Equity Funding Open Framework for a period of 18 months to ensure continuity of the service provision. Framework of £4M previously approved at Finance & Resources Committee 7 <sup>th</sup> November 2017, the extension is time related only – no change to overall value.	-
			<b>£1,091,889</b>

Waiver No.	Directorate	Health and Social Care Partnership	
	Supplier	Description / Justification for waiver	Value
Waiver 2681	Multi-Supplier Framework	Extension to contracts for Care At Home, Aids For Daily Living, Care And Treatment Support, Independent Living Support and Alternative Night Time Service ensuring continuity as procurement of new contracts has been delayed as a result of the Covid-19 pandemic.	£14,913,450
			<b>£14,913,450</b>

Waiver No.	Directorate	Place	Value
	Supplier	Description / Justification for waiver	
Waiver 2683	Zurich Municipal	Contract extension for engineering inspections services to allow continuity of service whilst a future service is defined and procured, delayed as a result of Covid-19 pandemic.	£187,911
Waiver 2684	Lothian Bus	Extension of supported off-peak bus service 400 in order to fully understand future patronage and viability of the service following the Covid-19 pandemic.	£350,000
Waiver 2685	RON Services	Continued provision of enhanced cleaning services as part of the Council's property estate protection against Covid-19 until a new contract in place.	£750,000
Waiver 2744	Multi-Supplier Framework	Extension of the Edinburgh Shared Repairs Services (ESRS) Framework Agreement for six months to ensure continuity of service provision pending the procurement of a replacement framework being completed.	£605,536
Waiver 2773	New Practice Ltd	Award of contract for design and build improvement works to Craigmillar Town Centre, best interests.	£530,000
Waiver 2784	BAM FM Ltd	Short extension for the delivery of mechanical and electrical servicing to support the Council's reactive and planned maintenance works to the Council's domestic estate.	£450,000
Waiver 2785	Multiple Providers	Short extension to current contracts for the provision of temporary accommodation to complement existing contracted provision, required as a result of ongoing increased demand arising from the Covid-19 pandemic.	£2,145,000
			<b>£5,018,447</b>



## Appendix 4 – Procurement Programme – Anticipated Regulated Procurements Across the Council

Note: the names of the projects are working titles only. The projects are at different stages of development and therefore subject to change.

Project / Requirement	Services/ Goods/ Works S/G/W	Directorate	Anticipated Value (Range)	Estimated Award Date
Roads and Transport Infrastructure Framework	W	Place	£5m and above	Jun 2022
Intelligent Infrastructure Project	S	Place	£5m and under	Jun 2022
Responder Service/Overnight Support for Adults	S	HSCP	£5m and under	Jun 2022
Granton Development Partner	S/W	Place	£5m and above	Jun 2022
Supply and Maintenance of Aids for Daily Living	G/S	HSCP	£5m and above	Aug 2022
Business Gateway Training Service	S	Place	£5m and under	Aug 2022
Drug and Alcohol Support services	S	HSCP	£5m and above	Aug 2022
Early Year Expansion programme	W	Place	£5m and above	Aug 2022
Contractor Works Framework	W	Place	£5m and above	Oct 2022
Communal Heating Systems – Management and Maintenance services	S	Place	£5m and above	Oct 2022
Insurance and Assurance Services	S	CS	£5m and under	Mar 2023
Blood Borne Virus Care and Treatment Support	S	HSCP	£5m and under	Mar 2023
Home Based Support	S	HSCP	£5m and above	Mar 2023
Independent Advocacy Services	S	HSCP	£5m and under	Mar 2023
Children and Young People Affected By Parental Substance Abuse	S	ECS	£5m and under	Mar 2023
Care Homes	S	HSCP	£5m and above	Mar 2023
Learning and Development Framework	S	CS	£5m and under	Mar 2023
Liberton Development Works	W	Place	£5m and above	Jun 2023
Over 80 additional projects at early engagement stage	S/G/W	Various	From £25k and above	