

# Finance and Resources Committee

10.00am, Thursday 4 March 2021

## Contract Awards and Procurement Programme (Period 1 July to 31 December 2020)

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 Contract Standing Orders. A further report will be submitted to the Committee in approximately six months' time.

**Stephen S. Moir**

Executive Director of Resources

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## Contract Awards and Procurement Programme (Period 1 July to 31 December 2020)

### 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 2020. 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 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:
- £684m of third party spend across the Council during 2019/20;
  - Management of the Council's Contract Register – 1,370 live contracts (at 11 January 2021); and
  - Approximately 6,190 suppliers, 1,100 requisitioners and 750 approvers on the Council's Oracle purchasing system (at 11 January 2021).
- 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 Heads of Service 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 were 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 insight into 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 2020 and provides visibility of the forthcoming procurement programme in relation to expected higher value contracts across the Council. Information is as recorded on the Council's Contract Register as at 11 January 2021.
- 4.2 It is noted that the COVID-19 pandemic has impacted 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 next 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 2020
Chief Executive's Service	£1,000,000
Communities and Families	£3,228,180
Health and Social Care	£319,611
Place	£17,591,501
Resources	£11,281,788
De Minimis Value Contracts (Under £25,000)	£764,775
	<b>£34,185,855</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 listed. For information, there were a total of 70 contracts awarded 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.

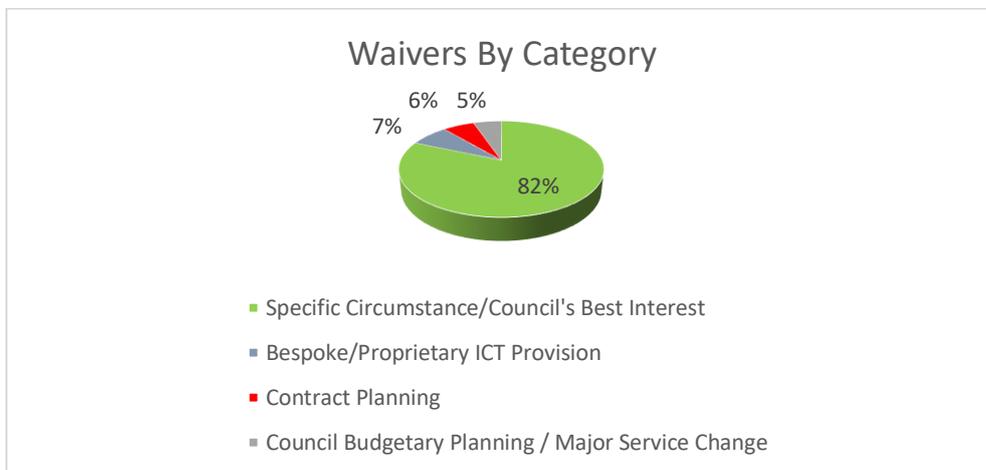
4.7 The report also offers insight in respect of those contracts awarded under waiver of the Council's CSOs, both under delegated authority and through Committee approval, these are summarised by Directorate in Table 2 on the following page:

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

Directorate	Total Value of Waivers 1 July – 31 December 2020	
	Delegated Authority	Committee Approval
Chief Executive's Service	£276,018	-
Communities and Families	£2,732,658	£4,580,806
Health and Social Care	£817,261	-
Place	£1,926,696	£6,137,348
Resources	£1,214,162	£103,871,000
<b>Total</b>	<b>£6,966,795</b>	<b>£114,589,154</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 detail provided by the service area) for the waivers in period, noting that only a limited percentage (6%) primarily relate to contract planning, historically a concern of the Committee. The majority (82%) 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 7% relate to bespoke/proprietary ICT, with the remainder (5%) relating to Council budgetary planning or major service change. 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 17% of waivers £10,000 or less, 51% of waivers £25,000 or less and 70% below £50,000. This is largely consistent with previous reporting periods.
- 4.11 CPS continues to monitor and challenge submitted waivers to ensure continuing compliance with the CSOs. The Waivers and Contract Register provides the required visibility of spend enabling CPS to highlight to Directorates where plans for procurement require to be put in place without delay.
- 4.12 To enable greater insight into the forthcoming procurement programme in relation to higher value contracts across the Council, the top fourteen (by value) 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 \(Period 1 January - 30 June 2020\)](#)  
– Report to Finance and Resources Committee, 24 September 2020.

## **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 Regulated Procurements Across the Council

## Appendix 1 – Contracts awarded under Delegated Authority

The following relate to the period 1 July – 31 December 2020.

### Supply of Goods and Service Contracts

Date	Directorate	Chief Executive's Service	
	Supplier	Contract Description	Value
08/10/20	TMP (UK) Ltd	Recruitment advertising and public information notices through Scottish Government Framework.	£1,000,000
			<b>£1,000,000</b>

Date	Directorate	Communities and Families	
	Supplier	Contract Description	Value
07/07/2020	Openview Security Solutions Limited	Provision of CCTV installation at Saughton Park.	£83,756
08/07/2020	MST UK	Multisystemic Therapy (MST), family and community based intervention for children and young people.	£56,150
19/07/2020	Waterlogic GB Limited	Supply, delivery, installation and maintenance of water coolers and associated consumables via SXL Framework.	£120,000
12/08/2020	Multi-supplier Framework.	Childminders in partnership with the Council.	£185,000
27/08/2020	Lion Safety Ltd	Supply of hand sanitiser for use in dispensers in schools, nurseries and corporate offices, via SXL Framework.	£450,000
30/09/2020	Lindsay Scaffolding Contracts Ltd	Provision of scaffolding for five Early Years work sites.	£65,510
14/10/2020	Love@care Ltd	Management and supply of residential care to a young person.	£520,000
14/10/2020	Love@care Ltd	Management and supply of residential care to a young person.	£416,000
16/10/2020	Primecare Health Ltd	Short breaks for children with autism and complex behaviours.	£310,000
09/11/2020	Allsports Construction and Maintenance Ltd	Design and installation of new artificial sports pitch at Wester Hailes Education Centre.	£780,100
10/11/2020	Victim Support Scotland	Provision of support to victims and witnesses of crime.	£27,000
30/11/2020	West Lothian College	Provision of SVQ3 Social Services to Early Years practitioner trainees.	£45,000
30/11/2020	West Lothian College	Assessor services for SVQ3 Social Services to Early Years practitioner trainees.	£27,600

15/12/2020	Cyrenians	Support to unaccompanied minors who require additional services.	£142,064
			<b>£3,228,180</b>

Date	Directorate	Health and Social Care Partnership	
	Supplier	Contract Description	Value
01/10/2020	Ark Housing Association Ltd	Two shared waking night services.	£133,444
01/10/2020	Autism Initiatives UK	Seafield, waking night services for four residents.	£65,481
01/10/2020	Penumbra	Gilmour Place, sleepover for six residents.	£32,659
01/10/2020	Carr Gomm Scotland Ltd	Drummond, sleepover for seven residents.	£31,447
01/12/2020	Homes Together Limited	Residential service.	£56,580
			<b>£319,611</b>

Date	Directorate	Place	Value
	Supplier	Contract Description	
01/07/2020	BHL Consultancy Ltd.	North Bridge refurbishment, structural engineering technical advisory services during works.	£163,680
02/07/2020	Serco Ltd	Subsidised access to cycle hire to provide greater access to Covid-19 safe transport.	£160,000
07/07/2020	Aecom Limited	'Spaces for People' programme, structural engineering services, via Professional Services Framework (PSF).	£36,271
07/07/2020	Multi-Supplier Framework	Adoption of Scotland Excel (SXL) Framework Agreement for street lighting materials.	£1,600,000
09/07/2020	Hawthorn Heights Ltd	Supply and Installation of play park equipment and surfacing, Towerbank Primary School.	£50,411
13/07/2020	Marshalls Mono Ltd	Safer Streets bus boarders.	£47,500
17/07/2020	Aecom Limited	Structural engineering services for the West Edinburgh Link active travel project, via PSF.	£591,705
17/07/2020	Anderson Bell Christie Limited	Architectural services for residential scheme at Cowan's Close, via PSF.	£97,675
17/07/2020	Blackwood Partnership Limited	Mechanical and electrical services for residential scheme at Cowan's Close, via PSF.	£37,440
17/07/2020	David Narro Associates Ltd	Structural engineering services for residential scheme at Cowan's Close, via PSF.	£64,420
27/07/2020	Utilita Energy Limited	Energy supplier for void housing.	£441,000
30/07/2020	Doig & Smith Limited	Project Management for major Active Travel projects via PSF.	£180,000
14/08/2020	Aecom Limited	Structural engineering services for Leith Connections: Low Traffic Neighbourhood, via PSF.	£26,241
14/08/2020	Aecom Limited	Structural engineering services for Leith Connections: Foot of the Walk to Ocean Terminal cycle way, via PSF.	£288,881
17/08/2020	Aecom Limited	Engineering support for capital bridge projects, via SXL Framework.	£26,588
17/08/2020	Progressive Partnership Ltd	Provision of public consultation on the future of Winter Festivals.	£39,025
18/08/2020	Stantec UK Limited	Provision of travel planning support for employers 2020-21, via SXL Framework.	£100,000
24/08/2020	Vennersys Ltd	Provision of Electronic Point of Sale (EPOS) system and maintenance for all museum and gallery venues.	£60,000
09/09/2020	Aecom Limited	Dowies Mill Weir feasibility study via SXL Framework.	£25,655

08/10/2020	Hamilton Waste and Recycling Ltd	Treatment and disposal of inert waste and rubble via SXL Dynamic Purchasing System.	£133,676
13/10/2020	Thomas Sherriff & Co Ltd	Supply of multiple ride on vehicles/equipment via SXL Framework.	£302,045
15/10/2020	Will Rudd Davidson Edinburgh Ltd	Structural engineering services for Liberton Hospital and Ellens Glen housing development, via PSF.	£127,500
16/10/2020	Swarco UK Ltd	Supply, commissioning, warranty and maintenance of electric vehicle charge points via ESPO Framework.	£108,445
19/10/2020	Henderson Grass Machinery Ltd	Supply of forty self-propelled mowers via SXL Framework.	£225,880
19/10/2020	Henderson Grass Machinery Ltd	Supply of four wide area mowers via SXL Framework.	£96,720
27/10/2020	Aecom Limited	Professional services for West Edinburgh Spatial Strategy for Inclusive Growth - Phase 2.	£57,381
28/10/2020	Anderson Bell Christie Limited	Architectural services for Liberton Hospital and Ellens Glen housing development, via PSF.	£156,028
30/10/2020	Multi-Supplier Framework	Lift service and maintenance contract for Council housing.	£710,806
02/11/2020	Anderson Bell Christie Limited	Architectural services for Off-Site Demonstrator Project, via PSF.	£91,750
05/11/2020	Atkins Limited	Professional services for Edinburgh Masterplanning and green / blue grid guidance, via SXL Framework.	£73,672
05/11/2020	Aecom Limited	Structural engineering services for Spaces for People - Cycle Improvements Programme, via PSF.	£85,000
06/11/2020	Collective Architecture Limited	Architectural services for Powderhall Bowling Green site, via PSF.	£58,334
06/11/2020	Collective Architecture Limited	Passivhaus design services for Powderhall Bowling Green site, via PSF.	£62,331
23/11/2020	VPS (UK) Limited	Provision of cleaning services related to trauma clean and final clean of empty homes.	£300,000
23/11/2020	Orbis Protect Ltd	Provision of cleaning services related to trauma clean and final clean of empty homes.	£300,000
21/12/2020	Car Hire (Day of Swansea) Limited	Purchase of two EVivaro Life Edition vehicles via Framework.	£34,786
21/12/2020	Athlon Mobility Services UK Limited	Purchase of three Zoe vans via Framework.	£44,240
21/12/2020	Athlon Mobility Services UK Limited	Purchase of ten Zoe vans via Framework.	£125,612
22/12/2020	Atkins Limited	Completion of Edinburgh Street Design Guidance factsheets.	£191,862
			<b>£7,322,560</b>

Date	Directorate	Resources	
	Supplier	Contract Description	Value
07/08/2020	Working Transitions Limited	Outplacement services for staff affected by organisational change and placed on the redeployment register.	£67,520
20/08/2020	Multi-Supplier Framework	Commercial and residential property advisory services for the Council's operational estate.	£500,000
24/09/2020	Pinsent Masons LLP	Specialist legal services.	£100,000
02/10/2020	VKY Intelligent Automation Limited	Robotic process automations in support of the Council's Intelligent Automation programme.	£49,000
23/10/2020	Metacompliance Ltd	Phishing and simulation awareness tool in support of the Council's cybersecurity arrangements.	£90,000
23/10/2020	Sharp Business Systems UK PLC	Fit out of educational and office furniture for St Crispin's School via SXL Framework.	£155,295
26/10/2020	Protective Wear Supplies Ltd	Supply of nitrile gloves via SXL PPE Framework.	£310,000
30/10/2020	SMI Int Group Limited	PPE equipment and clothing via ESPO Framework.	£200,000
16/11/2020	Holmes Miller Limited	Architectural Services for Sciennes Primary School extension, via PSF.	£111,017
16/11/2020	Doig & Smith Limited	Project management and principal designer services for Sciennes Primary School extension, via PSF.	£30,000
24/11/2020	Currie & Brown UK Limited	Project management services for Early Years 2020 Phase 2 - wind and watertight works, via PSF.	£27,482
			<b>£1,640,314</b>

## Works Contracts

It is noted there were no works contracts awarded by the Chief Executive's Service, Health and Social Care Partnership or the Communities and Families Directorates.

Date	Directorate	Place	Value
	Supplier	Contract Description	
02/07/2020	P1 Solutions Ltd	Regeneration works at Westside Plaza.	£1,112,067
06/07/2020	J Sives Surfacing Ltd	Upgrade pedestrian refuge island on Lasswade Road at Little Learners nursery to comply with current standards.	£28,615
06/07/2020	J Sives Surfacing Ltd	Gilmerton Dykes Street - new pedestrian refuge island.	£29,978
06/07/2020	J Sives Surfacing Ltd	Fettes Avenue pedestrian island upgrade.	£37,331
06/07/2020	J Sives Surfacing Ltd	West Granton Road - new pedestrian refuge island.	£83,007
06/07/2020	J Sives Surfacing Ltd	Milton Link - high friction surfacing and signage.	£68,098
15/07/2020	Luddon Construction Limited	Gilmerton Road resurfacing via Transport & Infrastructure Framework (TIF).	£1,166,500
11/08/2020	Maclay (Civil Engineering) Limited	Quiet Route 6 Grange Road crossing improvements via TIF.	£400,842
14/08/2020	Balfour Beatty Civil Engineering Ltd	Enabling works contract - City Centre West East Link (CCWEL).	£398,010
20/08/2020	Cornhill Building Services Ltd	Structural repairs at Carnegie Court via Contractor Works Framework (CWF).	£469,555
31/08/2020	G Grigg and Sons Limited	Roofing works to residencies at Arneil Drive via CWF.	£220,000
01/09/2020	Kiely Bros Ltd	Carriageway surface dressing schemes, various sites across the City, via TIF.	£1,653,653
18/09/2020	Atalian Servest Security Limited	Installation of electric vehicle charging points.	£211,337
23/09/2020	Watson & Lyall Ltd	Glazed screen replacement to properties in Williamfield Square.	£56,938
02/10/2020	T. & N. Gilmartin (Contractors) Limited	Quiet Route 61 Gilmerton to Innocent Railway, via TIF.	£250,364
12/10/2020	Consult Lift Services Ltd	Lift upgrade programme FY 2020-21.	£676,616
12/10/2020	Boston Networks Ltd	CCTV upgrades to Inchmickery Court.	£26,567

28/10/2020	Everwarm Ltd	Installation of internal wall insulation to domestic properties citywide, via SXL Framework.	£303,000
04/11/2020	Everwarm Ltd	Installation of cavity wall insulation to domestic properties citywide, via SXL Framework.	£534,463
04/11/2020	GMG Contractors Ltd	Installation of external wall insulation to domestic properties in the Dumbryden area, via SXL Framework.	£615,000
25/11/2020	V.H.E. Construction PLC	Removal of waste material from gardens and woodland following landslide in Craiglockhart.	£155,000
25/11/2020	Sers Energy Solutions (Scotland) Limited	Installation of external wall insulation to domestic properties in the Oxfangs area, via SXL Framework.	£964,000
01/12/2020	MP Rendering Limited	Installation of external wall insulation to domestic properties in the Gracemount area, via SXL Framework.	£808,000
			<b>£10,268,941</b>

Date	Directorate	Resources	
	Supplier	Contract Description	Value
27/07/2020	Ideal Flooring Solutions Limited	Replacement floor tile coverings for Drumbrae Hub office via Domestic Repair & Maintenance (DRM) Framework.	£25,301
31/07/2020	Maxi Construction Ltd	Balerno High School, refurbishment works via CWF.	£3,377,585
13/08/2020	Apex Contracts Limited	Roof repairs, chimney render works and internal common repairs to properties in Clerk Street.	£46,562
19/08/2020	FES Ltd	Oxfangs Library, mechanical engineering services via CWF.	£402,515
11/09/2020	Clark Contracts Ltd	Multiple trade services to Mortonhall Crematorium via CWF.	£316,277
06/10/2020	FES Ltd	Mechanical engineering services for Blackhall Library, via CWF.	£326,301
13/10/2020	Dacoll Electrical Contracting Ltd	Electrical installation works for Benmore Outdoor Centre, via CWF.	£1,053,418
20/10/2020	James Breck Ltd	Repairs to mutual chimneys, various properties on South Bridge and Niddry Street.	£30,998
03/11/2020	Apex Developments Limited	Repairs to roofs, gutters, downpipes and all associated works, Ferry Road Drive.	£62,266
12/11/2020	Cornhill Building Services Ltd	Stonework and masonry works to City Chambers, via CWF.	£1,689,288
03/12/2020	Servest Arthur McKay Limited	Leith Academy electrical installation works.	£2,310,963
			<b>£9,641,474</b>

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

The following relate to the period 1 July – 31 December 2020.

Waiver No.	Directorate	Chief Executive's Service	
	Supplier	Description / Justification for waiver	Value
Waiver 2275	Scottish Council Development & Industry	Annual subscription to Scottish Council for Development and Industry.	£20,681
Waiver 2287	Keirfield Ltd	Specialist support to the Electoral Management Board (EMB), third party funded, Council acting as administrator to EMB.	£20,000
Waiver 2364	Delib Limited	ICT software, promoting and recording Council consultations, service continuity.	£8,995
Waiver 2371	Idox Plc	E-count system for Council by-election, approved for use by Scottish Government, best interests.	£28,342
Waiver 2426	S L M Tanner QC	Supporting independent inquiry, best interests.	£150,000
Waiver 2436	Continuity2 Ltd	Resilience Management Information System, continuity of service.	£48,000
			<b>£276,018</b>

Waiver No.	Directorate	Communities and Families	
	Supplier	Description / Justification for waiver	Value
Waiver 2284	Port Edgar Watersports CIC	Facilitation of NAT 5 maritime course, best interests.	£10,948
Waiver 2285	Gold and Gray Soccer Academy Ltd	Football academies to support attainment, best interests.	£49,900
Waiver 2288	Edict Training Ltd	Attainment tracking system in schools, bespoke provision, consistent with existing and other local authorities.	£20,000
Waiver 2295	BT Redcare	Connectivity fibre lines between CCTV centres across the Council estate, proprietary.	£14,000
Waiver 2303	Muddy Faces Ltd	Protective clothing for outdoor all year learning activities, best interests.	£49,000
Waiver 2309	Scott Direct Ltd	Hand sanitiser and dispensers for schools and nurseries, due to Covid-19 pandemic, urgent need and shortage in suppliers.	£110,166
Waiver 2315	Bernard Hunter Limited	Two containers for Royal High School storage, best interests.	£7,380
Waiver 2318	MW Guest House	Homeless accommodation for those at increased risk during the Covid-19 pandemic.	£100,000

Waiver 2319	Canadale Guest House	Homeless accommodation for those at increased risk during the Covid-19 pandemic.	£100,000
Waiver 2320	Capability Scotland	Childcare support service for inclusion of children with additional support needs in mainstream childcare settings.	£199,051
Waiver 2322	Adapt Scotland Ltd	Intensive programme for a family for whom the Council is providing post adoption support.	£30,000
Waiver 2323	Mind of My Own Ltd	Specific ICT software which allows 'looked after young people' to source training and feedback opinions.	£32,853
Waiver 2333	Jack Kane Community Centre	Engagement support for St Francis Primary School pupils and families, best interests.	£14,000
Waiver 2335	The Skillzone (Scotland) Ltd	Accredited training provider to support those at risk of removal from mainstream education, PEF funded.	£25,000
Waiver 2336	Lion Safety Ltd	Face coverings for High Schools as a result of Covid-19 pandemic, urgent requirement.	£24,000
Waiver 2337	Playfair House Hotel	Exclusive use of this hotel as accommodation for homeless people at increased risk during the Covid-19 pandemic.	£135,000
Waiver 2338	M McHardy	Counselling and religious support within Holy Rood High School, continuity of service.	£10,800
Waiver 2339	CPP Trading Group T/A Clyde Paper & Print	Hand sanitiser and dispensers for schools and nurseries, due to Covid-19 pandemic, urgent need and shortage in suppliers.	£24,580
Waiver 2347	The Action Group	Specialist support programme, due to Covid-19, for children and young people with disabilities, over October holidays.	£7,000
Waiver 2347	Lothian Autistic Society	Specialist support programme, due to Covid-19, for children and young people with disabilities, over October holidays.	£12,912
Waiver 2348	Love@care Ltd	Emergency placement for young person after breakdown in arrangements, no availability from contracted supplier.	£49,000
Waiver 2349	Action For Children	Increased costs for outreach services with a short break respite provision, best interests.	£21,180
Waiver 2355	Edinburgh Living MMR LLP	Homeless accommodation during Covid-19 pandemic.	£200,000
Waiver 2356	Jack Kane Community Centre	Early intervention programme in the five local area primary schools, best interests.	£22,800
Waiver 2358	Intercultural Youth Scotland	Anti-racism education project, Royal High School, tailored programme to suit needs of pupils, best interests.	£5,760
Waiver 2362	Renaissance Learning UK Ltd	ICT related curriculum delivery support for primary schools, already in use by a number of schools, best interests.	£75,000
Waiver 2367	Basil Paterson Middle School	Specialist support for two children in mainstream education with additional needs.	£30,000
Waiver 2374	Intercultural Youth Scotland	Anti-racism education project, Liberton High School, tailored programme to suit needs of pupils, best interests.	£5,760

Waiver 2378	Calabar Education Consultants Ltd	Specialist equality related support to schools.	£9,500
Waiver 2379	Matta Products UK	Quality playground safety surface, sole supplier of specific requirements, not available through SXL Framework.	£49,999
Waiver 2380	Old Waverley Hotel Limited	Homeless accommodation during Covid-19 pandemic.	£100,000
Waiver 2388	U-Evolve	Therapeutic services for schools, continuity of service and support with pupils.	£22,000
Waiver 2389	Simon Community Scotland	Homelessness and Rough Sleeping Action Group, link officers for rapid access, third party funded.	£29,000
Waiver 2390	Premier Inn Business Account	Temporary accommodation for homeless during Covid-19, best interests.	£250,000
Waiver 2391	Ballantrae Hotel	Temporary accommodation for homeless during Covid-19, best interests.	£249,000
Waiver 2392	Ballantrae Hotel Group / Albany Hotel	Temporary accommodation for homeless during Covid-19, best interests.	£250,000
Waiver 2396	Action For Children	Specialist unit support for young people with complex education needs.	£40,000
Waiver 2400	Cameron Veitch	Temporary accommodation for homeless during Covid-19, best interests.	£20,000
Waiver 2401	G Menzies	PEF funded basketball sessions for schools.	£9,000
Waiver 2407	Dr S Rieuwertz	Trainee support for German attainment in schools, third party funded.	£16,800
Waiver 2411	Pentagull Ltd	Electronic booking system to allow the public to book visits to Council libraries as a result of Covid-19, best interests.	£8,700
Waiver 2413	Edinburgh Voluntary Organisation Council	Extension to enable development of Council wide approach to commissioning and support to voluntary organisations, best interests.	£59,170
Waiver 2422	Cameron Guest House Group	Temporary accommodation for homeless during Covid-19, best interests.	£150,000
Waiver 2428	Landcare Solutions (Scotland) Ltd	Specialist artificial play grass and safety surface, not available through SXL Framework.	£49,999
Waiver 2431	Gold and Gray Soccer Academy Ltd	PEF funded football coaching, best interests.	£25,000
Waiver 2433	Global MSC Security Limited	Data transmission survey as part of Public Realm CCTV scoping exercise.	£8,400
			<b>£2,732,658</b>

Waiver No.	Directorate	Health and Social Care Partnership	
	Supplier	Description / Justification for waiver	Value
Waiver 2297	Irwin Mitchell LLP	Legal services for care placements, new 'one off' requirement at short notice.	£45,000
Waiver 2302	Scottish Care Commercial	Essential care home support, sole provider across Scottish authorities, best interests.	£183,696
Waiver 2306	Scottish Huntington's Association	Specialist support for individuals with Huntington's Disease, funded by NHS Lothian.	£42,448
Waiver 2307	Multiple Sclerosis Therapy Centre Lothian	Specialist support for individuals with Multiple Sclerosis, funded by NHS Lothian.	£36,500
Waiver 2311	Spotlight Support C.I.C.	Support to individuals with learning disabilities for access to further education, best interests.	£35,000
Waiver 2312	Reed Specialist Recruitment	Temporary staff for kitchen and care staff across a number of care homes, best interests.	£160,000
Waiver 2316	Teal Furniture Ltd	Furniture for care homes from specialist provider in this field, best interests.	£45,000
Waiver 2344	Circle	Continuation of support for young people relating to drug and alcohol abuse, best interests.	£25,183
Waiver 2350	Edinburgh Voluntary Organisations Council	Continuity of service for delivery of community development intervention, procurement delayed due to Covid-19.	£200,000
Waiver 2360	Link Up Women's Support Centre	Mental health and wellbeing services, service continuity.	£21,764
Waiver 2369	TM&R Ltd	Subscription to The Addiction Recovery Companion application.	£22,670
			<b>£817,261</b>

Waiver No.	Directorate	Place	Value
	Supplier	Description / Justification for waiver	
Waiver 2278	Network Rail	Support and work on Powderhall Railway Path, Network Rail as asset owner, proprietary.	£10,000
Waiver 2279	North Edinburgh Arts Ltd	Community engagement to support design of Active Travel route, provider with knowledge of community, best interests.	£12,000
Waiver 2280	Reactec Limited	Extension to contract for Health & Safety related monitoring system, best interests.	£25,000
Waiver 2292	Edinburgh Chamber of Commerce	Business development function to support existing businesses on the new tram route, best interests.	£60,000
Waiver 2293	Parity Professionals Limited	Specialist consultancy and knowledge for Edinburgh and South East Scotland City Region Deal, best interests.	£6,000
Waiver 2300	Hako Machines Limited	Specific parts for existing compact road sweepers, sole supplier.	£15,000
Waiver 2305	D Stewart Fencing	Short term supply of street name-plates until new contract is tendered, best interests.	£10,000
Waiver 2310	ACS Physical Risk Control Ltd	Asbestos Management System implementation, best interests.	£29,400
Waiver 2325	Granart Limited	Bespoke memorialisation for the crematorium to a set design to match with others already in situ.	£25,000
Waiver 2326	Innovyze Limited	Specialist river modelling software for the development of Surface Water Management Plans (SWMP), sole supplier.	£16,100
Waiver 2327	Kerrs Removals	Storage for a tenant due to ongoing difficulties and delays with contractors carrying our adaptations, best interests.	£7,500
Waiver 2332	Indigo House Group Ltd	Specialist consultancy to help inform the City Plan 2030, urgent requirement.	£18,440
Waiver 2340	Hutton + Rostron Environmental Investigations Limited	Update to masonry and timber survey of Powderhall Stables, previously undertaken by supplier in 2018, best interests.	£5,805
Waiver 2341	Scottish Lime Centre Trust	Sole specialist supplier to test and sample rendering to allow repairs works to traditional and historic Council properties.	£10,000
Waiver 2342	The Whin Marketing Company Ltd	Urgent update and maintenance of Council <a href="http://www.edinburgh.org">www.edinburgh.org</a> website, best interests.	£15,750
Waiver 2346	Under One Roof	Impartial advice on repairs and maintenance for flat owners and advisers working with owners in Scotland, sole supplier.	£20,808
Waiver 2352	Pump Action Limited	Urgent health and safety related repairs to Ross Fountain.	£12,164
Waiver 2353	Stage Electrics	Specialist repairs to ensure that lifting operations on stage are undertaken in accordance with health and safety legislation.	£10,243

Waiver 2357	SeatGeek Entertainment Ltd	Usher Hall, proprietary ticketing software.	£40,000
Waiver 2359	Powderhall Bronze Ltd	Replacement, by original supplier, of five bronze cast pigeons and repairs to three damaged bronze pigeons from Elm Row.	£12,000
Waiver 2361	Scotbark	Short term extension for play-grade wood chip until new contract tendered, best interests.	£49,999
Waiver 2363	Lookers Plc	Purchase of vehicles to support research project into emerging vehicle charging technology, third party funded.	£80,000
Waiver 2366	United Kingdom Accreditation Service	Annual quality assessment of scientific services, sole provider.	£18,000
Waiver 2368	Tradstocks Ltd	Short term extension to existing contract for natural stone whilst tendering is undertaken, best interests.	£200,000
Waiver 2370	CCG Scotland Ltd	Additional road works at Leith Fort project, by the original contractor who undertook remainder of the works.	£32,127
Waiver 2372	British Telecommunications PLC	Alterations to existing BT cabling, to enable repairs works to traditional and historic properties, proprietary.	£43,735
Waiver 2373	British Telecommunications PLC	Proprietary communications lines for traffic signals control, due to be replaced during 2021.	£58,475
Waiver 2375	TESGL Limited	Continuance of service for current metering system and associated billing for Council properties, best interests.	£15,342
Waiver 2376	Air Monitors Ltd	Air Monitors to monitor air quality in the city, sole supplier, third party funded.	£80,211
Waiver 2377	Penna PLC	Recruitment support to source suitably qualified Health and Safety Manager, best interests.	£49,000
Waiver 2381	British Telecommunications PLC	Communications lines to allow synchronised traffic signal control, supplier of existing telecoms lines, proprietary.	£182,000
Waiver 2385	RTEM Ltd	Classification system for traffic signal controller to support bus priority, sole supplier.	£6,418
Waiver 2397	Zetasafe Limited	Electronic asset management system for Legionella compliance, proprietary system.	£12,437
Waiver 2404	Groundwater Dynamics Ltd	Bespoke, sewage network drainage solution, third party funding.	£68,250
Waiver 2405	KC Scaffolding Ltd	Temporary scaffolding for Salvesen Steps and River Almond Walkway until permanent capital project can be undertaken.	£30,000
Waiver 2406	Br Hallworth Ltd	Continuance of support and maintenance of proprietary SPRUCE tram software system.	£22,500
Waiver 2409	Multi-Supplier Framework	Short term extension to winter contingency framework until new contract is in place.	£250,000

Waiver 2412	Rhinowash Ltd	Vehicle washers for Seafield depot to match existing across the Council estate until new tender undertaken.	£8,751
Waiver 2415	ESRI (UK) Ltd	Annual Maintenance of proprietary ICT web-mapping service.	£11,895
Waiver 2416	Insite Energy Ltd	Short term metering and billing services for direct heating at Greendykes properties until strategic solution identified.	£10,000
Waiver 2417	Prettybright Ltd	Urgent requirement to project manage the Shop Local campaign.	£24,288
Waiver 2418	Healthmatic Limited	Counter sensors for public conveniences, contract extension to continue monitoring during Covid-19 situation.	£10,000
Waiver 2419	Zipporah Ltd	Online booking system due to Covid-19 for taxi and private hire car driver licences to book compulsory training course.	£11,900
Waiver 2421	IOM Consulting Ltd	Urgent asbestos consultancy support, best interests.	£10,918
Waiver 2423	GB Fraud and Financial Risk Management	Specialist fraud and financial risk support for Housing Property.	£10,000
Waiver 2427	Fischer Panda UK Limited	Supply and installation of new generator for travelling gallery vehicle, limited supply market, part third party funded.	£7,935
Waiver 2432	Ross & Liddell Limited	Extension to factoring services for 21st Century Homes development, in agreement with residents association.	£100,000
Waiver 2434	WYG Environment Planning Transport Ltd	Continuity of service for structural survey of the gasholder at Granton, best interests.	£21,305
Waiver 2435	Lothian Buses PLC	Funding contribution to Lothian Bus service 400.	£100,000
Waiver 2437	Rozone Limited	Continuation of service for repair of fleet workshop equipment, whilst tender being developed.	£15,000
Waiver 2439	Now Wireless Limited	Proprietary communications equipment for traffic signals, compatible existing secure solution.	£25,000
			<b>£1,926,696</b>

Waiver No.	Directorate	Resources	
	Supplier	Description / Justification for waiver	Value
Waiver 2274	TESGL Limited	Continuity of service for Council's Building Energy Management System (BEMS) until new contract awarded.	£200,000
Waiver 2277	Shoosmiths LLP	Independent review of the Council's Planning Processes, best interests to utilise a supplier out-with current framework following Council Motion.	£45,000
Waiver 2283	XpertHR	Online system for reward and benefits benchmarking used by HR, best interests.	£10,135
Waiver 2286	Local Planet Solutions Ltd	ICT system for management of the interpretation and translation bookings for Council services, proprietary rights.	£5,400
Waiver 2290	RON Services Limited	Ongoing cleaning services for school buildings and lifelong learning estate, resulting from Covid-19, best interests.	£240,000
Waiver 2291	Vastint Hospitality BV	Secure timber hoarding for Fountainbridge utilising contractor already on site, best interests.	£30,083
Waiver 2296	Servest Arthur McKay Limited	Security services for Council buildings, contracted supplier unable to fulfil all security requirements due to Covid-19.	£119,579
Waiver 2308	CoStar UK Limited	Online subscription service for property valuations, and benchmarking, sole supplier of specific requirement.	£10,868
Waiver 2334	BLM	Legal fees relating to insurance claims and associate defence in line with terms of insurance policy.	£20,000
Waiver 2343	Tiny Tablet Ltd	Audio and visual equipment for a number of nurseries, direct sourcing due to main contractor going into liquidation.	£23,000
Waiver 2365	Team Netsol Ltd	Housing and tax benefit processing software, service continuance.	£22,464
Waiver 2382	Hays Specialist Recruitment Ltd	Sourcing of procurement specialist not available through contracted supplier, best interests.	£8,987
Waiver 2395	SystemsLink 2000 Limited	Energy management software, service continuance to allow time for evaluation of integration under CGI contract.	£20,000
Waiver 2399	Link Asset Services	Review of PPP Contracts in response to legislative change in policy, best interests.	£12,000
Waiver 2402	Pebble	Continued use of online software system for schools payment processes, service continuity.	£30,000
Waiver 2408	E.D.P. Health, Safety and Environment Consultants Limited	Urgent asbestos surveying related services to support in-house provision, best interests.	£150,000
Waiver 2410	PayPoint Collections Limited	Short term extension of electronic payments system for Scottish Welfare Fund until new contract in place, delayed due to Covid.	£40,000
Waiver 2414	MacRoberts LLP	To ensure continuity of legal advice in relation to ALEO, best interests.	£16,000

Waiver 2420	Symetri Limited	Autodesk based software, annual support and maintenance, ICT proprietary.	£24,254
Waiver 2425	Zurich Municipal	Continuity of service for compliance testing of equipment while procurement process is undertaken.	£171,392
Waiver 2438	Spaans Babcock	Maintenance of specialist equipment at Saughton Hydro Plant by the original equipment manufacturer, best interests.	£15,000
			<b>£1,214,162</b>

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

The following relate to the period 1 July – 31 December 2020, it is noted there were no awards via waiver of CSOs by Committee approval for the Chief Executive’s Service or Health and Social Care Partnership.

Waiver No.	Directorate	Communities and Families	
	Supplier	Description / Justification for waiver	Value
Waiver 2324	Edinburgh Women’s Aid Four Square Scotland Shakti Women’s Aid	Extension to current domestic abuse contracts to permit service continuity and allow time to complete the procurement with suitable co-production of a redesigned service delivery model delayed due to impact of Covid-19.	£1,076,806
Waiver 2383	Multiple Providers of Properties	Contracts for temporary accommodation on a spot purchase basis for the period to 31 March 2021, to supplement the current contracted provision of accommodation.	£3,504,000
			<b>£4,580,806</b>

Waiver No.	Directorate	Place	Value
	Supplier	Description / Justification for waiver	
Waiver 2317	Changeworks Resources for Life Ltd	Short term extension to enable current supplier to continue to progress delivery programme of housing energy projects on behalf of the Council to ensure compliance with Scottish Government’s Energy Efficiency Standards for Social Housing (EESH).	£407,000
Waiver 2329	ISS Facility Services Limited	Business continuity for stair cleaning services, allowing time for the procurement process to be finalised and a new contract put in place.	£500,000
Waiver 2331	Multiple Supplier Framework	Urgent purchase and hire of traffic management materials to support the second phase of the Spaces for People programme where it is not possible to utilise existing procurement frameworks to meet the critical timeline.	£2,600,000
Waiver 2384	Hamilton Waste & Recycling Ltd	Short term extension for the treatment and disposal of bulky waste from Household Waste and Recycling Centres (HWRC’s), special uplifts and street cleansing whilst the replacement contract procurement exercise is completed.	£403,600
Waiver 2429	All in Edinburgh / EnCompass / Next Step	Extension to current Supported Employment and Complex Needs Employability Services contracts, to allow sufficient time to consult with clients and providers to perform a	£1,846,748

		review of service delivery and to procure replacement services as required.	
Waiver 2430	Neil Williams Haulage (NWH) and Enva	Short term extension for the haulage of waste to disposal outlets to allow the procurement process to be concluded and for the appropriate handover of activities to new suppliers as applicable.	£380,000
			<b>£6,137,348</b>

Waiver No.	Directorate	Resources	
	Supplier	Description / Justification for waiver	Value
Waiver 2330	Northumbria Healthcare NHS Foundation Trust	Service continuity to allow Northumbria Healthcare NHS Foundation Trust to continue to support the Salary Sacrifice Car Benefit Scheme until a new contract is in place.	£450,000
Waiver 2403	Multi-supplier Framework	Extension to Contractor Works framework as service continuity, to permit further time to determine the most appropriate approach to the new procurement exercise to replace the current framework impacted as a result of the Covid-19 pandemic and current uncertainty in the contractor market.	£103,421,000
			<b>£103,871,000</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
Council Records Management	S	Resources	Below £5m	May 2021
BEMS Maintenance, Installation and Support	S	Resources	Below £5m	May 2021
Supply and Recycling of Natural Stone Products	G	Place	Below £5m	May 2021
Recovery Support from Drug and Alcohol Addiction	S	HSC	Below £5m	May 2021
Edinburgh Shared Repairs Service	W	Resources	Below £5m	Jun 2021
Early Years Expansion Programme	W	C&F	Below £5m	Aug 2021
Learning Disabilities Housing Support with Care at Home	S	HSC	£10m and above	Oct 2021
Supported Accommodation and Visiting Support for People with Complex Needs	S	HSC	£10m and above	Oct 2021
Blended Employment Services	S	Place	£5m and above	Oct 2021
Shared Overnight Support – Responder Service	S	HSC	Below £5m	Oct 2021
Home Based Support	S	HSC	£10m and above	Dec 2021
Construction Works Framework	W	Resources	£10m and above	Dec 2021
Trade Materials and Associated Services	G/S	Place	£10m and above	Dec 2021
Meadowbank Housing Development	W	Place	£10m and above	Jan 2022
Over 120 Additional Projects at Early Engagement Stage	S/G/W	Various	From £25k and above	2021/22