

Finance and Resources Committee

10am, Thursday, 16 January 2025

Procurement Delivery Plan 2025/2026 - January Update

Routine
Wards

1. Recommendations

- 1.1 It is recommended that Committee note the content of the report and the update to current procurement exercises in Appendix 1 and expiring contracts detailed in Appendix 2.

Dr Deborah Smart

Executive Director of Corporate Services

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Procurement Delivery Plan 2024/2025

2. Executive Summary

This report is intended to provide early awareness of planned procurement activity and to allow time for elected members to ask questions about the procurement strategy at an early stage.

3. Background

- 3.1 This is an update report detailing the expiring contracts and planned procurement exercises.
- 3.2 The previous report provided details on contracts due to expire up to 31 December 2025.

4. Main report

- 4.1 Commercial and Procurement Services (CPS) provides support, advice and make tendering arrangements with the Council's service areas on contracts above £25,000.
- 4.2 The contract register is populated by CPS and by service areas and provides details of each contract, its ownership and expiry. The contract register is sent out to each directorate on a 6 monthly basis to ensure accuracy.
- 4.3 Service areas will assess if there is a continuing need and where appropriate, initiate a procurement exercise by submitting a Procurement Requirement Form to engage CPS.
- 4.4 The appendices provide a summary of all those contracts currently going through a procurement exercise and a list of contracts due to expire up to 31 March 2026.
- 4.5 Appendix 1 provides the current forecast date for approval of the tender recommendation. This may change if more time is required to conclude. Contracts which are currently planned to be heading to Finance and Resources Committee up to September 2025 are summarised on the first page, with Executive Directorate reports to be approved under delegate authority listed on subsequent pages.

- 4.6 The intended approval route is in line with Contract Standing Orders.
- 4.7 Appendix 2 is an extract from the Contract Register which are anticipated to be renewed. As the Council is continually adapting and changing its service delivery models contracts can merge, be replaced in part or delivered in an alternative way so it should be noted that contract names, values and end dates may be changed to meet specific circumstances.

5. Next Steps

- 5.1 A further contract report will be provided at the next routine Finance and Resources Committee.

6. Financial impact

- 6.1 There are no direct financial impacts as a result of this report.

7. Equality and Poverty Impact

- 7.1 There are no equalities or poverty impacts to take into account of in this report.

8. Climate and Nature Emergency Implications

- 8.1 There are no climate or nature emergency implications to take into account of in this report.

9. Risk, policy, compliance, governance and community impact

- 9.1 There are no health and safety, governance, compliance or regulatory implications to take into account in this report.

10. Background reading/external references

- 10.1 The [Contract Register](#) is available on the Council's website.
- 10.2 The [last Procurement Delivery Plan 2024/2025](#) was presented to the Finance and Resources Committee meeting on 19 November 2024

11. Appendices

Appendix 1 – New or Renewal contracts to September 2025

Appendix 2 – Expiring contracts to 30 March 2026 (Above £50k and potentially recurring).

Finance and Resources Committee – 16 January 2025

Appendix 1 – New or Renewal contracts as of 25 November 2024.

Contract/Service required	Estimated Value	New/ Renewal	Forecast Approval Date	Approval Route – Committee (F & R)	Description / background	Comments
Day Opportunities for Older People	£5m and above	Renewal	Apr-25	F & R	H & SC Service	Published Oct.24
Aids for Daily Living	£5m and above	Renewal	Apr-25	F & R	Supply, Repair & Maintenance of Daily Living Aids	Last update Nov. 2024
Decriminalised Parking and Traffic Enforcement (DPE) Services	£5m and above	Renewal	Apr-25	F & R	Parking services, includes labour, ICT	Published Dec.24
One Edinburgh - Home Based Support	£5m and above	Renewal	Apr-25	F & R	Home Based Care Service	Second Stage published
New Build Housing Framework	£5m and above	Renewal	Jun-25	F & R	Previous framework supported a mix of Design and Build or Build only options.	Published Dec.24
Professional Services Framework	£5m and above	Renewal	Jun-25	F & R	Construction related Professional Services	Strategy Gateway Review Held

Contract/Service required	Estimated Value	New/Renewal	Forecast Approval Date	Approval Route – Committee (F & R)	Description / background	Comments
Mixed Tenure Development Agreement – Old Liberton Hospital Site	£5m and above	Renewal	Jun-25	F&R		Strategy Development
Fostering and Continuing Care Framework	£5m and above	Renewal	Jun-25	F&R		Published Nov.24
Contractor Works	£5m and above	Renewal	Sep-25	F&R	Repair, Maintenance and Upgrade Capital Works Framework	PIN published, strategy in development
Heat Network Feasibility Studies	Less than £5m	New	Jan-25	ED -Place	Development & Regeneration	Stage Two out
Out of Hours Support and Accommodation	Less than £5m	Renewal	Jan-25	ED – HSCP	H & SC Service	Published November
Supply of Telecare Equipment	Less than £5m	Renewal	Jan-25	ED – HSCP	Telecare goods contract	In evaluation
Advice and Support Service	Less than £5m	Renewal	Jan -25	ED – HSCP	Self-Directed Support Service	Evaluation

Contract/Service required	Estimated Value	New/Renewal	Forecast Approval Date	Approval Route – Committee (F & R)	Description / background	Comments
Security: Event & Performance	Less than £5m	Renewal	Feb-25	ED - Place	Cultural venues	Published 11 November 2024
Meadows & Inverleith Park Summer Events	Less than £5m	Renewal	Feb-25	ED - Place	Concession contract for use of the Meadows	Published
Library Management Software for Primary Schools, Nurseries, Early Years	Less than £5m	New	Jun-25	ED – C, E&J		Service Area drafting specification.
Letter Distribution and Installation	Less than £5m	New	Aug-25	ED- Corporate Services	Customer and Digital Services	Service Area drafting specification.
Cleaning Event & Performance (Cultural Venues)	Less than £5m	Renewal	Aug-25	ED - Place		
Full Taxi Demand Survey	Less than £5m	Renewal	Aug-25	ED - Place		Tender documents in development
Fleet Asset Disposals	Less than £5m	Renewal	Aug-25	ED - Place	Fleet concession contract	Tender documents in development

Appendix 2 – Expiring contracts to March 2026 (Above £50k and potentially recurring)

Contract Reference	Contract Name	Contract End Date	Contract Value	Type of contract: Goods / Services Consultant / Works
CT2675	Professional Services Framework	17/01/2025	£150,000,000	Services
CT2341	New Build Housing Partnership Letting & Maintenance Services	21/01/2025	£3,200,000	Services
CT2931	Pre-Development Contract for the Granton Heat Network	22/01/2025	£885,040	Services
CT2433	Secure on Street Cycle Parking and Associated Management Services	27/01/2025	£576,000	Goods
CT0864	Recruitment Advertising and Public Notices Framework 2020	30/01/2025	£1,000,000	Services
PL0513	Factoring services for Gracemount	31/01/2025	£250,000	Services
CT0873	The Supply and Spread of Woodchip for City of Edinburgh Play areas	31/01/2025	£133,000	Services
SXL2019	Domestic Furniture & Furnishings SXL 2019	31/01/2025	£5,200,000	Goods
PL1049	Servicing, maintenance and repair of roller shutter doors	31/01/2025	£145,000	Services
CT1437	Security at Edinburgh Welcome Hub	31/01/2025	£104,316	Services
CT0886	Supported Bus Services - Service 13 - Findlay Gardens to Quarry Retail Park	01/02/2025	£947,500	Services
CT2736	Treatment And Disposal Of Inert Waste And Rubble	01/02/2025	£133,676	Services
CT2670	Provision of Loss Adjusting Services	06/02/2025	£131,685	Services
CT0796	Housing Energy Projects – Delivery Partner	07/02/2025	£2,088,000	Consultant
CT0720	Rope Access Surveys, Minor Repairs and Associated Services Framework Agreement	28/02/2025	£460,000	Services
CT2815	Scotland Excel Framework Agreement (03-20) for Bitumen Products	28/02/2025	£600,000	Goods
CT0916	Printing of Electoral Material	28/02/2025	£105,812	Services
CT0931	Postal Votes Verification	28/02/2025	£87,645	Services
CT0926	Structural Testing Of Street Lighting Columns	19/03/2025	£461,624	Services
CT0466	Residential Care for Young People	31/03/2025	£7,514,271	Services
PL0100	Enterprise Car Club	31/03/2025	£333,250	Services
PL0547	Installation of Structural Health Monitoring Equipment	31/03/2025	£119,640	Services
RE0395	Bespoke system and software which operated alarm systems	31/03/2025	£60,392	Services
CM0475	The Employment of Psychologists to provide independent assessments to support Permanence Order applications for looked after accommodated children	31/03/2025	£212,765	Services
CT2118	Tachograph Equipment & Software	31/03/2025	£75,976	Services
PL0644	Waste Routing Software	31/03/2025	£140,000	Services
RE0448	Hosting, Maintenance and Support for Applications	31/03/2025	£146,960	Services

SXL0219	Secure Care Services Framework 02-19	31/03/2025	£4,000,000	Services
PL0727	Hosting and website support for cultural venues	31/03/2025	£218,223	Services
CT2713	Residential Care, Special Schools and Supported Accommodation	31/03/2025	£12,000,000	Services
CT1143 - HP/0220/1718	Mechanical & Electrical Works Citywide	31/03/2025	£250,000	Consultant
CM0669	Building/repair services for Benmore Outdoor Centre	31/03/2025	£55,322	Services
CT0866	Process Mapping Software	31/03/2025	£95,100	Services
CT2722	Fostering & Continuing Care Framework	31/03/2025	£36,409,000	Services
CT2575	Cash Out	31/03/2025	£260,000	Services
PL0976	Impartial advice on repairs and maintenance	31/03/2025	£55,795	Services
CT0627-214	Temporary Accommodation Flexible Purchasing System	31/03/2025	£8,440,586	Services
CT0627-215	Temporary Accommodation Flexible Purchasing System	31/03/2025	£444,342	Services
CM0796	Supply of school uniforms	31/03/2025	£117,300	Services
CM0797	Supply of school uniforms	31/03/2025	£66,447	Services
CM0799	Supply of school uniforms	31/03/2025	£200,279	Services
CT2976	Temporary Accommodation Units for Unaccompanied Asylum-Seeking Children	31/03/2025	£471,580	Services
CT2977	Support Service for Unaccompanied Asylum-Seeking Children (UASC) Living In Independent Accommodation	31/03/2025	£166,762	Services
CT2674	Supply and Delivery of Janitorial Products	31/03/2025	£3,600,000	Goods
VHS/UASC2024	Visiting housing support to unaccompanied asylum seeking children (UASC) living in interim accommodation	31/03/2025	£58,985	Services
39	Third Sector Infrastructure Support	31/03/2025	£903,684	Services
914.1	FA for Day Opportunities	31/03/2025	£809,282	Services
HS0123	Essential Care Home Support	31/03/2025	£312,305	Services
HS0139	Support, information and advice to autistic adults in Edinburgh	31/03/2025	£318,598	Services
CT0559	Framework for Day Opportunities	31/03/2025	£12,241,225	Services
CT2835	South West (Canalside) Older People's Day Opportunities	31/03/2025	£789,978	Services
A TEC24/001	Telecare Call Monitoring Service	31/03/2025	£530,000	Services
HS0190	Various Care Homes - National Care Home Contract	31/03/2025	£293,326,889	Services
HS0191	Care at Home	31/03/2025	£156,000,000	Services
CT2760	Supply & Distribution of Groceries and Provisions	30/04/2025	£3,600,000	Goods
CM0649	Playground inspection	30/04/2025	£94,999	Services
CT0841	Domestic Repair and Maintenance Framework Agreement	30/04/2025	£24,696,000	Services
CT0567	Whistleblowing Hotline and Associated Services	11/05/2025	£210,000	Services
CT2821	CALM Training	16/05/2025	£120,000	Services
CT2916	Domestic Repair and Maintenance - Internal Works	31/05/2025	£1,600,000	Works
CT2917	Multi-Trade Works to Empty Homes	31/05/2025	£1,500,000	Works
CT2908	Domestic Repair and Maintenance - Plastering Works	31/05/2025	£1,100,000	Works
CT2961	Domestic Repair and Maintenance - Preservation Works	31/05/2025	£300,000	Works

CT2384	Cleaning Services for Cultural Performance, Conferencing and Events Venues	02/06/2025	£1,084,281	Services
CT1447	Temporary Accommodation for Unaccompanied Asylum Seeking Children	09/06/2025	£456,250	Services
CT1439	Temporary Accommodation for Unaccompanied Asylum Seeking Children	09/06/2025	£325,520	Services
CT0825	Provision of Temporary Agency Staff, Permanent, Fixed Term Contract and Short-Term Supply Resources	11/06/2025	£56,000,000	Services
CT2923	Telecare Technical Contract	19/06/2025	£285,525	Services
CT2669FR	Flood Prevention - Contract for Provision of Engineering Services for Flood Prevention	28/06/2025	£547,142	Consultant
CT2669R	Road Design and Delivery - Contract for Provision of Engineering Services for Road Design and Delivery	28/06/2025	£1,618,116	Consultant
CT2669S	Structures - Contract for Provision of Engineering Services for Structures	29/06/2025	£1,466,173	Consultant
CM0535	Assessment Data Provider for Schools	30/06/2025	£449,024	Services
CM0593	Cloud-based access to a range of multimedia content for schools	30/06/2025	£264,144	Services
CT0882	Receipt And Composting Of Garden Waste	30/06/2025	£2,400,000	Services
CT1386	Asbestos Surveying Services	09/07/2025	£50,000	Works
CT1329	Mathematics and Literacy Software	31/07/2025	£250,000	Services
SXL1220	Educational Materials 2021-2025	31/07/2025	£5,000,000	Goods
CT1056/WP1	Hire of Non-Operated Plant for Roads Services, Work Packages 1 - 6	31/07/2025	£990,000	Services
CT2845	Provision of Various Apprenticeships and Qualifications	29/08/2025	£864,520	Services
CT2450	Traffic Equipment Maintenance and Ancillary Support Services	31/08/2025	£4,500,000	Services
SXL0620	Supply, delivery and Installation of Educational & Office Furniture 2021-2025	31/08/2025	£2,980,000	Goods
CT1169	Provision Of Executive Recruitment Services For Chief Officer And Senior Officer Posts	31/08/2025	£155,449	Services
PL0800	Fleet telematics	01/09/2025	£886,291	Services
CT0812	Stair Cleaning Service Framework	01/09/2025	£4,000,000	Services
CT0845	Contract for Furnishings and Furniture for Temporary Accommodation	13/09/2025	£4,000,000	Goods
CT2354	Mobile and Voice Telecom Services	30/09/2025	£2,220,000	Services
CM0692	Venue for Adventurous Activity days for primary school children	30/09/2025	£195,183	Services
PL1079	General Maintenance of CEC Reservoir Sites	30/09/2025	£72,360	Services
PL1294	Metering and Billing of Communal Heating at Western Villages and D1	30/09/2025	£61,071	Services
1286	Older People short term accommodation and support	30/09/2025	£73,743	Services
HS0073/78.1	Blood Borne Virus Step Up / Step Down and Care and Treatment Support Service	30/09/2025	£5,004,374	Services
CT2640	Specialist social work and equipment service for deaf people	30/09/2025	£472,558	Services
CM0567	Specialist care services for a child in the care system	01/10/2025	£485,000	Services
CT2408	Lift service and maintenance contract (Housing Property)	01/10/2025	£800,000	Services
CT2842	Supply and Delivery of Alcohol and Associated Beverages	09/10/2025	£1,000,000	Goods
CT2643	Gully Vehicles for Road Services	10/10/2025	£515,877	Goods

CT1491	Edinburgh Economic Needs Study	14/10/2025	£109,200	Services
CT2806/A - D	Supply of Kerbside Bins Lots 1 - 4	25/10/2025	£1,800,000	Goods
CT2996	Hire of Temporary Seasonal Toilet Facilities	27/10/2025	£308,301	Services
CT0889	Framework Agreement for Community Gardens	31/10/2025	£500,000	Services
CT2800	Supply of Natural Stone Paving and Road Products	31/10/2025	£2,400,000	Goods
CT0741	Housing Energy and Sustainability Consultancy Services	21/11/2025	£951,000	Consultant
CT0928	Framework for the Disposal of Mixed Scrap Metals and Lead Acid Batteries	24/11/2025	Income	Services
CT0753	Receipt and Processing of Dry Mixed Recyclates	28/11/2025	£7,875,000	Services
CT0819	Framework for the Transfer of Waste to Disposal Outlets	30/11/2025	£4,044,516	Services
CT1078	Non-Domestic Rates Specialist Services	30/11/2025	£125,000	Consultant
SXL1321	Musical Instruments Framework	30/11/2025	£205,000	Goods
CT2814	Collection and Disposal of Pressurised Gas Containers	30/11/2025	£52,241	Services
169	Edinburgh Crisis Centre	30/11/2025	£4,264,629	Services
CM0197	Young person secure transport for court hearing's	31/12/2025	£143,750	Services
CT2700	Core Banking Services	31/12/2025	£783,029	Services
CT2778	Furniture Removal Storage, Design and Move Management 2021	09/01/2026	£3,660,000	Services
CT2792	Clerk of Works Framework	16/01/2026	£3,000,000	Services
CT2697	Treatment & Disposal of Bulky Waste	17/01/2026	£1,583,400	Services
CT0792	Insurance Programme for Edinburgh Living LLP	20/01/2026	£418,773	Services
CT2286	Sherriff Officer and Debt Collection Services	31/01/2026	£879,371	Services
CT1148	Supply and Distribution of Pest Control Chemicals	31/01/2026	£80,000	Goods
PL0743	Scottish Road Maintenance Condition Survey 2013 - 2017	01/02/2026	£1,770,032	Services
CT2838	Housing Energy Advice Services	02/02/2026	£796,000	Consultant
CT2817	Postal Services	13/02/2026	£4,240,000	Services
CT0982	Supply of Hardware and Software for Hand, Arm, Vibration Monitoring and Recording System	13/02/2026	£110,342	Goods
CT0930	Service Desk (CRM)	18/02/2026	£252,667	Services
SXL0121	Vehicle and Plant Hire	20/02/2026	£16,000,000	Services
CT0923	Windows Framework	24/02/2026	£28,000,000	Works
RE0527	Software platform to assist internal audit	28/02/2026	£158,600	Services
SXL0521	Supply and Delivery of Milk	28/02/2026	£3,600,000	Goods
CT0615	Kennelling of Pets	30/03/2026	£440,000	Services
CT0375	Independent Advocacy and Children's Rights Service	31/03/2026	£1,240,000	Services
CT0997	Software Licenses	31/03/2026	£5,802,508	Services
CT0917	Edinburgh Shared Repairs Service Framework Agreement	31/03/2026	£4,000,000	Works
CT1051	Garden Waste Management – Direct Debit collection system	31/03/2026	£240,000	Services
CT0627-207	Temporary Accommodation Flexible Purchasing System Call Off Contract	31/03/2026	£528,840	Services
CT0627-211	Temporary Accommodation Flexible Purchasing System Call Off Contract	31/03/2026	£597,240	Services

CT0627-208	Temporary Accommodation Flexible Purchasing System Call Off Contract	31/03/2026	£973,440	Services
SXL1120 Direct Award CT1014	Supply and Delivery of Frozen Foods	31/03/2026	£6,900,000	Goods
ESPO 164_22	Branded Merchandise for Outdoor Centres	31/03/2026	£90,000	Goods
SXL0517-CM0876	Children's Residential Care and Education Framework Call Off Contract	31/03/2026	£450,000	Services
CT1411	Gardening Workshop and Food Pantries	31/03/2026	£159,518	Services
CT2640	Adult Sensory Impairment Services	31/03/2026	£2,328,265	Services
HS0151	Volunteer service and provision of volunteers	31/03/2026	£170,132	Services
CT2259D	Accommodation for people who have complex needs	31/03/2026	£94,440	Services

Key

Over threshold for Finance and Resources Committee Approval