

ASHFIELD DISTRICT COUNCIL: EXECUTIVE FUNCTIONS DECISION RECORD

Please use this form to record any Executive Decision taken by a Cabinet Member or Chief Officer.

TO BE COMPLETED BY THE DECISION TAKER:	
1.	<p>Title / Subject Matter:</p> <p>Award supply of PPE, Uniform and Janitorial products:</p> <p>The decision is to award Protective Workwear Supplies (PWS) a 'call off' contract to supply PPE, Uniform and Janitorial products to Ashfield District Council following the completion of a mini competition via Efficiency East Midlands (EEM) framework EEM0023.</p> <p>The call-off contract will end May 2024 with the option to extend for a further 2 years.</p>
2.	<p>Is this a Key Decision:</p> <p>A Key Decision is one that is likely to:</p> <p>(a) Result in the Council spending or making savings of over £50,000 revenue or £1m capital, or;</p> <p>(b) Have a significant impact on two or more Wards, or electoral divisions in the Council's area.</p> <p>The supply of these products exceeds £50,000 over the duration of the contract.</p> <p>The annual turnover of the above-mentioned items equates to circa £48,500, however, this is variable and dependent upon the demand of the products used by the Authority.</p> <p>Anticipated contract value based on framework period ending May 2024 circa £73,000.</p>
3.	<p>Decision Taken:</p> <p>The decision has been taken to award the abovementioned products via EEM0024 framework agreement on a call-off basis with no financial obligation on the Authority to purchase any given amount.</p>
4.	<p>Reasons for the Decision:</p> <p>The decision has been taken to award the supply of the abovementioned products following the completion of a mini competition exercise.</p> <p>Protective Workwear Supplies Ltd (PWS)</p>

This decision has been taken following the analysis of a price benchmarking exercise undertaken by the Support Services Manager.

Section 4 of the Authorities Contract Procedure Rules enable the use of compliant Framework Agreements.

The supply of these products will be on a 'call off' basis via an EEM Framework Agreement and as such does not commit the Authority to purchase a certain quantity or spend a certain amount throughout the duration of the Framework. The Framework Agreement will end 31 May 2024 with the option to extend for a further 2 years.

5. Copy of the Report or Briefing Note setting out the information which was used as the basis for the Decision:

Please refer to mod.gov report - **PROCUREMENT FOR THE SUPPLY OF PPE, UNIFORM AND JANITORIAL PRODUCTS**

6. Was the Decision classed as exempt? If so, what were the reasons for this:

Exempt report attached.

7. Alternative Options Considered / Rejected:

The only other alternative as opposed to utilising a Framework Agreement via a purchasing consortia would be to tender this basket of products ourselves which would have an impact on time and resource. By utilising a consortia these organisations offer larger buying power thus resulting in more competitive prices.

8. Declarations of Interest and Dispensations – if applicable:

N/A

9. Name / Title of the relevant lead Cabinet Member(s) consulted (if appropriate):

N/A

10. Name / Title of the decision taker:



Paul Parkinson, Director of Housing & Assets (Deputy Chief Executive)

Date: 30/09/22

TO BE COMPLETED BY DEMOCRATIC SERVICES

1. Date that the decision was notified to members:

3 October 2022

2. Date and time when the Call-In period for this decision ends:

5pm – 10 October 2022

3. Date when the decision can be implemented (five working days following publication):

11 October 2022

4. Decision Reference Number:

N/A