

ASHFIELD DISTRICT COUNCIL: EXECUTIVE FUNCTIONS DECISION RECORD

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

TO BE COMPLETED BY THE DECISION TAKER:	
1.	<p>Title / Subject Matter: <u>Outsourced Procurement Services Provider</u></p> <p>Request approval to directly award a contract for the supply of the procurement services, direct award under the urgency provisions of the contract procedure rules - 17.6.1 - The Contract is for the execution of works, or the supply of goods or services certified by the Chief Officer to be required so urgently as to preclude the invitation of tenders. The appropriate Executive Lead shall be kept informed of such decisions and a record of the decision shall be retained by the Chief Officer and a copy sent to the Procurement & Projects Officer or the Director of Resources and Business Transformation.</p>
2.	<p>Is this a Key Decision:</p> <p>KEY DECISION</p>
3.	<p>Decision Taken:</p> <ul style="list-style-type: none"> • To approve the award for the provision of managed procurement services to Nottinghamshire County Council for a 3-year period at a cost of £60,000 per annum subject to annual price review • To approve funding for interim support for Q1 2023/24 at a cost of £15,717 • Approval of a direct award process under 17.6.1 of the Contract procedure rules.
4.	<p>Reasons for the Decision:</p> <p>The current service level agreement in relation to the provision of procurement services will terminate from 31st March 2023. It is imperative that arrangements are put in place urgently whilst achieving best value for money and delivering a critical service function supporting service areas in procuring goods and services.</p>
5.	<p>Copy of the Report or Briefing Note setting out the information which was used as the basis for the Decision:</p> <p>See attached (exempted)</p>

6. Was the Decision classed as exempt? If so, what were the reasons for this:
NOT FOR PUBLICATION by virtue of paragraph 3 of Part 1 of Schedule 12A, Local Government Act 1972 and, in respect of which, the Proper Officer considers that the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

7. Alternative Options Considered / Rejected:

Briefly summarise what other options, if any, you considered and explain why you rejected them.

1. Provision of in-house services - this was not considered as a viable option as there is very limited time in which to set this up and would incur significant additional costs. In addition it will require additional procurement in obtaining a contract for the provision of a tender management portal. The combination of both does not allow a reasonable timeframe in which to have a fully functional service in place and does not offer the best value for money.
2. Procurement via a framework – this was not considered because of the potential restrictions in regard to the scope of the deliverables required by Ashfield. In addition, it is considered as being further restrictive in terms of being able to deliver aggregation opportunities and delivering on Social and Local Economic Value (SLEV).
3. A full unrestricted tender process – There is limited time in which to onboard a supplier to effectively continue to support services areas with the delivery of procurement services. In addition, there are no current available and qualified resources that could undertake this procurement work.
4. Do nothing – We cannot accept the option of “doing nothing” as there will be no long-term service delivered after the 31st of March 2023.

8. Declarations of Interest and Dispensations – if applicable:

Not applicable

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

COUNCILLOR DAVID MARTIN

Deputy Leader and Executive Lead Member for Finance, Revenues and Benefits

10. Name / Title of the decision taker:



Craig Bonar, Executive Director-Transformation

Date: 8 March 2023

TO BE COMPLETED BY DEMOCRATIC SERVICES

1. Date that the decision was notified to Members:

N/A – Overview and Scrutiny Procedure Rule 13 in place

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

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

4. Decision Reference Number (if applicable):

The completed form should be emailed to the Democratic Services Team:

democratic.services@ashfield.gov.uk

They will arrange for it to be published on the Council's web site.