

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

Reference Number:

5078

Author:

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Department:

Communities, Environment and Resident Services

Contact:

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Subject:

Supply of New and Used Heavy Equipment for use in Schools Catering and Commercial Cafes

Total Value:

£700,000 over 10 (Type: Revenue)

Decision Being Taken:

To approve the procurement process for catering Heavy Equipment contract up to the value of £700,000 over 10 years. (approx £70,000 per year). To Delegate authority to the Director of Education services to award contracts for 10 years to have an open dynamic purchasing agreement in place. This agreement allows suppliers to apply, meet the required standards and then be approved to receive orders from Nottingham City Council. Forming a group of approved suppliers to choose from for a range of new and 2nd user equipment.

To approve the creation of a Dynamic Purchasing System (DPS) for the provision of New and Used Heavy Equipment for use in Schools Catering and Commercial Cafes for a period of 10 years. There is not a guarantee of or commitment to spend under the terms of the DPS. To note that the spend has been approved by the Spend Control Board, ref. 3886.

**Reasons for the Decision(s)**

Nottingham City Council currently provides a hot and cold meals service for both its Education and Commercial Catering sites and require a range of Equipment to deliver these services. These include industrial dishwashers, Fridge Freezers, Mixers, sinks It is essential that we secure the best possible price and quality to ensure maximum return to the Council. This Dynamic Purchasing Solution (DPS) will be in place for 10 years with an average yearly spend of £70,000 and total over the 10 years of no more than £700,000 .Money spent on this contract is from revenue not capital.The options created from a dynamic purchasing will focus on best quality and price, alongside having choices of approved used goods alongside new items as well. <span style="font-size:11.0pt;font-family:"Calibri",sans-serif;

mso-fareast-language:EN-US">Creating a DPS will provide the Council with a compliant procurement vehicle to continuously and responsively test the market for the provision of New and Used Heavy Equipment for use in Schools Catering and Commercial Cafes. New suppliers can be appointed to the DPS at any time, subject to them meeting the minimum criteria specified - this provides the Council with supply chain resilience and a responsive solution.

**Other Options Considered:**

The current options rely on one supplier providing all products and no option for approved, warranty given used items. Continuing as is will not provide long term best value and limit options available for heavy goods within the catering department<span style="font-size:11.0pt;font-family:"Calibri",sans-serif;

mso-fareast-language:EN-US">Undertake individual requests for quote having to undertake best value and due diligence assessments each time. This is a timely exercise.

**Background Papers:**

None

**Published Works:**

None

**Affected Wards:**

Citywide

**Colleague / Councillor Interests:**

None

**Consultations:**

Those not consulted are not directly affected by the decision. This decision does not directly impact any of the groups listed

**Crime and Disorder Implications:**

There are no crime or disorder implications as this is a decision to purchasing equipment from a range of approved suppliers, all having to meet strict criteria.

**Equality:**

EIA not required. Reasons: There is no EIA as this is to procure goods

**Social Value Considerations:** This value is not above the EU threshold

**Decision Type:** Portfolio Holder

**Subject to Call In:** Yes

**Call In Expiry date:** 30/01/2024

**Advice Sought:** Legal, Finance, Procurement

**Legal Advice:** This ddm raises no significant legal concerns. The establishment of a dynamic purchasing system (DPS) by the Council will allow it to call-off heavy equipment catering equipment as and when necessary up to a maximum total spend of £700,000 and the use of DPS is in accordance with public procurement rules and the Council's Contract Procedure Rules . Advice provided by Sarah O'Bradaigh (senior solicitor) on 10/08/2023.

**Finance Advice:** Nottingham City Council currently provides a hot and cold meals service for both its Education and Commercial Catering sites and require a range of Equipment to deliver these services. These include industrial dishwashers, Fridge Freezers, Mixers, sinks. This agreement allows the Director of Education services to award contracts for 10 years to have an open dynamic purchasing agreement in place. This Dynamic Purchasing Solution (DPS) will be in place for 10 years with an average yearly spend of £100,000 and total over the 7 years of no more than £700,000. The proposal is to purchase 2nd hand equipment and deliver food quality improvements at a lower price than buying new equipment as many of kitchens need replacement of catering equipment. Nottingham Catering currently spends approximately £60,000 per annum for the procurement of new cooking and catering heavy equipment in schools and commercial catering locations. It is essential that the service secures the best possible price and quality to ensure maximum return to the Council Advice provided by Paul Stevenson (Interim Strategic Finance Business Partner) on 26/09/2023.

**Procurement Advice:** Request to establish dynamic purchasing system for the provision of Supply of New and Used Heavy Equipment for use in Schools Catering and Commercial Cafes does not pose any procurement risk to the Council. The length of the contract and value mean that a full procurement process will be undertaken to establish the DPS. Procurement will support to establish a compliant vehicle to provide best value. Advice provided by Holly Fisher (Lead Procurement Officer (Products)) on 02/10/2023.

**Signatures**  
Cheryl Barnard (PH - Children, Young People & Education)  
SIGNED and Dated: 04/01/2024  
Catherine Underwood (Corporate Director for People)  
SIGNED and Dated: 22/12/2023