

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2997
Author:	Jacqueline Blake
Department:	Commercial and Operations
Contact:	Jacqueline Blake (Job Title: Trading Operations Manager, Email: jacquie.blake@nottinghamcity.gov.uk, Phone: 01158761740)
Subject:	Tender for Milk and Dairy goods contract for Catering
Total Value:	£552,000 (Type: Revenue)
Decision Being Taken:	To dispense with Contract Procedure Rules in Financial Regulations to extend the current contract for supply of milk and dairy goods for catering until 31 December 2017 to facilitate the process of tendering for and awarding a new contract; To go out to tender and approve the award of a 2 year plus 2 year optional extension equalling a total of 4 years contract for the supply of milk and dairy goods to the Catering Department; and Delegate the contract award decision to the Director of Neighbourhood Services.
Reasons for the Decision(s)	The current contract is ready for renewal and therefore a tender process will ensure that both quality of product and value for money are achieved for the Commercial and Education Catering sites across the City.
Other Options Considered:	Not to go out to tender for milk and dairy products. These products are required to run the school and commercial catering operations and all purchases are from revenue, therefore this is not an option.
Background Papers:	None
Published Works:	None

Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Dispensation from Financial Regulations:	Yes
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	EIA not required. Reasons: No Equality Issues will result as part of this decision, as this is a decision to procure products to deliver the service.
Social Value Considerations:	Procuring best quality provisions to provide a nutritious and balanced diet to the City's schoolchildren, Commercial sites, Residential Unit users and staff.
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	14/11/2017
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	The proposed decision raises no significant legal issues. An extension to the existing contract is being sought so as to facilitate a compliant competitive procurement process. Legal Services will support the procurement process as appropriate. On the above basis the decision is supported. Advice provided by Connie Green (Solicitor) on 12/09/2017.

Finance Advice:

The procurement of milk rather remaining with the current provision, represents value for money as greater economies of scale can be achieved by the supplier. As the current contract is ready for renewal, a tender process will ensure that both quality of product and value for money are achieved for the Commercial and Education Catering sites across the City. Procuring on behalf of both services will enable economies of scale.

Base budget for the annual cost to the service already exists within the catering service. The procurement of this service will enable schools and commercial catering to continue to contribute a surplus to the MTFP and achieve Business Plan objectives. This procurement exercise will also strengthen the new pricing model being developed for Schools Catering, which will make the overall offering more robust.

The contract should adhere to financial regulations and be reviewed after the 2 years to ensure prices remain competitive and is still fit for purpose for the service.

Advice provided by Emma Cable (Commercial Business Partner) on 01/09/2017.

Procurement Advice:

The procurement team will assist with the tendering process to ensure that a fully compliant value for money contract is entered in to.
Advice provided by Paul Ritchie (Lead Procurement Officer) on 18/08/2017.

Signatures

Sally Longford (PH for Neighbourhood Services & Local Transport)
SIGNED and Dated: 20/10/2017
Andrew Vaughan (Corporate Director Commercial and Operations)
SIGNED and Dated: 27/10/2017
Theresa Channell (Head of Corporate and Strategic Finance) - Dispensation from Financial Regulations
SIGNED and Dated: 07/11/2017
Chief Finance Officer's Comments: