

## WEST DUNBARTONSHIRE COUNCIL

### Report by Chief Officer – Supply, Distribution and Property

**Tendering Committee: 15 February 2023**

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**Subject: Contract Authorisation Report – Provision of Fresh Meats, Provision of Cooked Meats, Provision of Fresh Fish and Provision of Frozen Foods**

#### **1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Chief Officer – Regulatory and Regeneration to conclude the award of four contracts for the Provision of Fresh Meats, Cooked Meats and Fresh Fish and Frozen Foods.

#### **2. Recommendations**

- 2.1** It is recommended that the Tendering Committee authorise the Chief Officer – Regulatory and Regeneration to conclude on behalf of West Dunbartonshire Council (the Council), the award of four contracts for:

- a) The Provision of Fresh Meats utilising the Scotland Excel (SXL) Framework Agreement (FA) for Provision of Fresh Meat, Cooked Meats and Fresh Fish to McLays Ltd;
- b) The Provision of Cooked Meat utilising the SXL FA for Provision of Fresh Meat, Cooked Meats and Fresh Fish to Brakes Brothers Ltd;
- c) The Provision of Fresh Fish utilising the SXL FA for Provision of Fresh Meat, Cooked Meats and Fresh Fish to Campbell Brothers Ltd;
- d) The Provision of Frozen Foods utilising the SXL FA for Provision for Frozen Foods to Brake Brothers Ltd;
- e) Note that the contracts for the Provision for Fresh Meat, Provision for Cooked Meat and Provision for Fresh Fish shall be for a period of four years with no extension and at a combined value of £1,663,070 inclusive of VAT. The estimated commencement date of the contracts are 31 March 2023;
- f) Note that the contract for the Provision for Frozen Foods shall be for a period of four years with no extension at a value of £3,674.23 inclusive of VAT. The estimated commencement date of the contract is 1 April 2023.

#### **3. Background**

- 3.1** The Council has a requirement for Education and Health and Social Care establishments to procure a range of fresh meats, cooked meats and fresh fish and frozen foods.

**3.2** The overall budgets for the Provisions of Fresh Meats, Cooked Meats and Fresh Fish and Frozen Foods was approved as part of wider service budgets at the West Dunbartonshire Council meeting on the 9 March 2022 and 21 March 2022 for the West Dunbartonshire Health & Social Care Partnership (WD HSCP) Integrated Joint Board.

**3.3** This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the Public Procurement Regulations. A Contract Strategy document was also approved on 30 January 2023.

#### **4. Main Issues**

**4.1** Historically, the Council has used SXL FAs to source these products and the Contract Strategy identified that SXL is still the best route to market for these products.

**4.2** The SXL FA for Provision of Fresh Meat, Cooked Meat and Fresh Fish has only one supplier per lot available with the ability to service the Council area:

- Fresh Meat – McLays Ltd;
- Cooked Meat - Brakes Brothers Ltd;
- Fresh Fish - Campbell Brothers Ltd

**4.3** It is recommended that the contract for the Provision of Fresh Meats be awarded to McLays Ltd of Glasgow; the contract for the Provision of Cooked Meats be awarded to Brake Brothers Ltd of Ashford, Kent and the contract for the Provision of Fresh Fish be awarded to Campbell Brothers Ltd of Midlothian. The contracts shall be for a period of four years with no option to extend and at a value of £1,663,070 inclusive of VAT.

**4.4** The SXL FA for Provision of Frozen Food has only one supplier available with the ability to service the Council area, Brakes Brothers Ltd. It is recommended that the contract for the Provision of Frozen Food be awarded to Brake Brothers Ltd of Ashford, Kent. The contract shall be for a period of four years with no option to extend and at a value of £3,674,234.17 inclusive of VAT.

**4.5** Both McLays Ltd and Campbell Brothers Ltd have committed to paying all staff as a minimum the real Living Wage (£10.90 per hour) and promotes Fair Working Practices across their organisation. Brake Brothers Ltd pay the living wage to 98% of their Scottish workforce.

**4.6** All suppliers have committed to delivery of social benefits as part of the Scotland Excel FA. The level of social benefit received from the FA is dependent on the level of spend with each supplier. Once the contracts are awarded the Corporate Procurement Unit will follow up with the suppliers to agree and record all community benefits to be provided through the contracts.

## **5. People Implications**

**5.1** There are no people implications

## **6. Financial and Procurement Implications**

**6.1** Financial costs in respect of these contracts will be met from the approved revenue budgets of Council and WD HSCP establishments approved at the Council meeting of 9 March 2022 and the Integrated Joint Board meeting of 22 March 2022.

**6.2** This procurement exercise was conducted in accordance with the agreed Contract Strategy produced by the Corporate Procurement Unit in close consultation with the services of Facilities Management and WD HSCP officers and the provisions of Contract Standing Orders, the Financial Regulations and Public Procurement Regulations.

## **7. Risk Analysis**

**7.1** The successful suppliers have no known links to Serious and Organised Crime which would have significant political and reputational ramifications for the Council.

## **8. Equalities Impact Assessment (EIA)**

**8.1** An equalities screening was undertaken for this report to determine if there is an equalities impact. The results were that there is no equalities impact.

## **9. Consultation**

**9.1** Citizen, Culture and Facilities Services, WD HSCP, Finance Services and Legal Services have been consulted on the contents of this report.

## **10. Strategic Assessment**

**10.1** The Provision of Fresh Meats, Cooked Meats and Fresh Fish will contribute to the delivery of the Council's and WD HSCP strategic priorities:

- Our communities – resilient and thriving;
- Manage resources effectively, making best use of our integrated capacity.

**Name:** Angela Wilson

**Designation:** Chief Officer – Supply, Distribution and Property

**Date:** 31 January 2023

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<b>Person to Contact:</b>	Jennifer Darkins, Procurement Officer, Corporate Procurement Unit E-mail: Jennifer.darkins@west-dunbarton.gov.uk
<b>Appendices:</b>	N/A
<b>Background Papers:</b>	Contract Strategy EIA screening

**Wards Affected:** All Council Wards.