

WEST DUNBARTONSHIRE COUNCIL**Report by Chief Officer – Supply, Distribution and Property****Tendering Committee: 21 September 2022**

Subject: Contract Authorisation Report – Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton**1. Purpose**

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Manager of Legal Services to conclude the award of the contract for Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:
- a) Authorise the Manager of Legal Services to conclude on behalf of West Dunbartonshire Council (the Council), the award of the contract for Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton to SSUK Limited; and
 - a) Note that the contract shall be for a maximum period of three months and at a value of £261,426 ex VAT and £313,711 incl VAT. The estimated commencement date of the contract is 3 October 2022.

3. Background

- 3.1** The Denny Civic Theatre is located in Dumbarton town centre and is owned by the Council but operated and managed by West Dunbartonshire Leisure Trust on the Council's behalf. The centre has been closed since the start of the Covid pandemic, however prior to closure it hosted events from local theatre groups, dance shows and live music.
- 3.2** The Council is now seeking a suitably qualified contractor to supply and install the latest range of sound and lighting equipment to enable a wide variety of theatrical, dance and similar shows to take place. The Denny Civic Theatre is currently unable to function as a working theatre as there is no Audio/Visual equipment to support stage performances which is impacting on the ability of the venue to generate revenue.
- 3.3** The budget for Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton was approved at the Cultural Committee on 18 February 2022. The quotation received is beyond what had originally been anticipated in advance for this element however remains within the overall funding envelope for the Denny Civic project. 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 was also approved on 18 August 2022.

4. Main Issues

- 4.1** The Scotland Excel framework agreement 0618 Audio Visual, Lot 1 Audio Visual Equipment for Audio Visual was identified as providing best value. A Direct Award was identified as the route to market due to the tight timescales and to enable the Denny Civic Theatre to recommence to host events from local theatre groups, dance shows and live music.
- 4.2** It is recommended that the contract is awarded to SSUK Limited, 45 Queen Elizabeth Avenue, Hillington Industrial Estate, Glasgow, G52 4NQ United Kingdom. The contract shall be for a period of three months at a value of £261,426 ex VAT. The value of the contract is below the value approved by the Cultural Committee.
- 4.3** SSUK Limited has committed to paying all staff as a minimum the real Living Wage (£9.90 per hour) and promotes Fair Working Practices across their organisation. Further, SSUK Limited has committed to delivery of the following social benefits as a direct result of delivery of this contract:

- Donation of £1,200 to support a local community project.

The social benefits will be discussed at the implementation meeting with SSUK Limited and actions to take these forward will be agreed.

5. People Implications

- 5.1** There are no people implications.

6. Financial and Procurement Implications

- 6.1** Financial costs in respect of this contract will be met from the approved capital budgets of Citizens, Culture and Facilities.

7. Risk Analysis

- 7.1** Failure to implement Supply and Fit of AV Equipment at Denny Civic Theatre, Dumbarton will impact on the ability of the venue to generate revenue through hosting events from local theatre groups, dance shows and live music
- 7.2** SSUK Limited has 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 impact assessment screening was undertaken by West Dunbartonshire Leisure Trust which determined a full equalities impact assessment was required which has been carried out.

9. Consultation

- 9.1** Consultation has taken place with West Dunbartonshire Leisure Trust, Citizen, Culture and Facilities, Finance Services and Legal Services.

10. Strategic Assessment

10.1 The Supply & Fit of AV Equipment at Denny Civic Theatre, Dumbarton will contribute to the delivery of the Council's strategic priorities:

- Efficient and effective frontline services that improve the everyday lives of residents.

Name: Angela Wilson

Designation: Chief Officer – Supply, Distribution and Property

Date: 5 September 2022

Person to Contact: Michelle McKenzie, Senior Procurement Officer,
Corporate Procurement Unit
Telephone 01389 737484
Email: michelle.mckenzie@west-dunbarton.gov.uk

Appendices: None

Background Papers: The Contract Strategy
EIA Screening

Wards Affected: None

