

WEST DUNBARTONSHIRE COUNCIL**Report by Strategic Director – Transformation & Public Service Reform****Tendering Committee: 23 October 2019**

Subject: Use of Framework Agreement Authorisation Report – Supply of Alcoholic Beverages

1. Purpose

- 1.1** The purpose of this report is to seek the approval of the Tendering Committee to authorise the Strategic Lead - Regulatory to conclude the award of the contract for the Supply of Alcoholic Beverages.

2. Recommendations

- 2.1** It is recommended that the Tendering Committee:

- a) Authorise the Strategic Lead Regulatory to conclude on behalf of West Dunbartonshire Council (the Council), the award of a contract under the Scotland Excel Framework Agreement (FA) 0119 for the Supply of Alcoholic Beverages to Tennents Caledonian Breweries Wholesale Limited; and
- b) Note that the contract shall be for a period of three years from 01 November 2019 until 31 October 2022 with the option to extend the contract for up to 12 months. The overall estimated value of the contract over three years is £60,000 and over four years is £80,000 ex VAT; subject to demand.

3. Background

- 3.1** The Council has a requirement to procure alcoholic beverages for resale within Clydebank Town Hall for the hosting of events. The Clydebank Town Hall is available for hire for conferences and events such as weddings, awards and other ceremonial occasions. As part of these events, the Council offer bar facilities selling a range of alcoholic and non alcoholic beverages. An increase in anticipated spend due to increased use of the venue has resulted in the spend being over the £50,000 supplies tendering threshold.
- 3.2** The budget for the supplies and services relating to food and provisions at Clydebank Town Hall is £30,219 and this was approved as part of wider service

budgets at the West Dunbartonshire Council meeting on 27 March 2019. The financial costs for the supply of alcoholic beverages are dependent on the demand for the number of events and therefore; any additional costs will be met from income generated by Clydebank Town Hall.

3.3 This procurement exercise has been conducted in accordance with the Council's Standing Orders and Financial Regulations and the *Public Contracts (Scotland) Regulations 2015* for Goods. A Contract Strategy document was also approved by the Business Partner for Strategic Procurement (Corporate Indirects) on 24th September 2019.

3.4 The Contract Strategy identified the Scotland Excel FA (0119) as the recommended procurement route. Since the aggregated spend level was identified as being regulated procurement – which is defined as: any procurement above £0.050m for supplies, the service area has commenced purchasing from the FA on a Direct Award basis. It is the intention to continue to call off in this manner through the life of the FA.

4. Main Issues

4.1 The Scotland Excel FA consists of a single supplier (Tennents Caledonian Breweries Wholesale Limited) and single Lot for a range of alcoholic beverages. The Scotland Excel FA requires the Councils to direct award to the supplier on the FA – there was no facility to undertake a mini-competition as part of the Scotland Excel FA.

4.2 It is recommended that the contract is awarded to Tennents Caledonian Breweries Wholesale Limited based in Irvine. The contract shall be for a period of three years with the option to extend for up to 12 months and at an estimated value of £80,000 ex VAT over four years; subject to demand.

4.3 All employees of Tennents Caledonian Breweries Wholesale Limited in Scotland are paid the Scottish Living Wage, a minimum of £9 per hour, and Tennents Caledonian Breweries Wholesale Limited are committed to increasing this as it rises each year.

4.4 The Council does not anticipate reaching the spend threshold identified in the Scotland Excel FA to be allocated Social Benefits points. However, the Corporate Procurement Unit will ask Tennents Caledonian Breweries Wholesale Limited on what Social Benefits they will provide.

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 Revenue budgets across the Council.
- 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 Town Hall Manager and the provisions of Contract Standing Orders, the Financial Regulations and relevant procurement legislation.

7. Risk Analysis

- 7.1** The successful supplier 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 screening was undertaken for this reports to determine if there is an equalities impact. The results were there is no equalities impact.

9. Consultation

- 9.1** Communications, Culture and Communities have been consulted regarding the Contract Strategy. Finance and Legal Services have been consulted on the contents of the report.

10. Strategic Assessment

- 10.1** The supply of alcoholic beverages within the Clydebank Town Hall will contribute to the delivery of the Council's strategic priorities by supporting the provision of efficient and effective frontline services that improve the everyday lives of residents.

Angela Wilson

Strategic Director - Transformation & Public Service Reform

25 September 2019

Person to Contact: Derek McLean – Business Partner - Strategic
Procurement, Corporate Procurement Unit, 16 Church

Street, Dumbarton, G82 1QL. Telephone: 07816 539 906

Appendices: None

Background Papers: 1. Contract Strategy; and
2. EIA Screening.

Wards Affected: All