

WEST DUNBARTONSHIRE COUNCIL

Report by the Executive Director of Housing, Environmental and Economic Development

Tendering Committee: 19 January 2011

Subject: Tender for the Supply of Temporary Agency Staff (Craft).

1. Purpose

- 1.1 This report seeks Committee approval to collaborate with Renfrewshire Council and initiate a tender exercise for a Framework Agreement for the Supply of Temporary Agency Staff (Craft).

2. Background

- 2.1 The Tendering Committee held on 28 May 2008, considered a report and agreed to approve a framework contract for the supply of temporary agency staff (craft).
- 2.2 The HEED committee approved two extensions of the contract which expires on the 30 April 2011.

3. Main Issues

- 3.1 If approved the tender will seek to provide best value to the Council and continuity of service.
- 3.2 Officers will adopt a tender route in line with European procurement regulations and Council Standing Orders involving an Open tender procedure to be advertised in the Official Journal of the European Union (OJEU) and on the Public Contracts Scotland portal (PCS).
- 3.3 Tender returns will be evaluated on most economical advantageous for the Councils.
- 3.3 It is proposed to let the contract from date of award until June 2012 with an option to extend for two further 12 month periods subject to committee approval.
- 3.4 Renfrewshire Council have confirmed they will act as the contracting authority.

4. People Implications

- 4.1 The use of agency staff is in addition to Maintenance and Repairs' core craft workforce and will be only used to meet peaks in demand where it is not sustainable to employ additional full time employees due to fragmented nature, limited scope and duration of the works.

5. Financial Implications

- 5.1 Anticipated annual expenditure will be in the region of £390,000 and is a cost effective way to meet peaks in demand; with the costs being met from the existing budget within the Housing Maintenance Trading Account.

6. Risk Analysis

- 6.1 Failure to initiate a tendering exercise may impact negatively on the Council's ability to deliver a flexible service to meet peaks in demand.

7. Equalities Impact

- 7.1 No significant issues were identified in a screening for potential equality impact of this report.

8. Conclusions and Officers' Recommendations

- 7.1 A tendering exercise, led by Renfrewshire Council, will provide competitive and transparent tendering for the Supply of Temporary Agency Staff (Craft).
- 7.2 The Committee is invited to approve collaborating with Renfrewshire Council in a competitive tendering procedure.

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Date: 5 January 2011

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Appendices: Nil

Background Papers: Report to Tender Committee 28 May 2008 “Tender for the Supply of Temporary Agency Staff (craft)”

Report to the HEED committee 3 June 2009 “Extension of Framework Agreement for the Supply of Temporary Agency Staff (craft)”

Report to the HEED committee 3 March 2010 “Extension of Framework Agreement for the Supply of Temporary Agency Staff (craft)”

Wards Affected: All