

Title: Procurement Exercises over £150,000

Lead Officer: Rebecca Reading, Strategic Procurement & Creditors
Manager

Portfolio Holder: Councillors Chilvers & Davison

Wards of the District directly affected: All

Approvals required	Date	Name
Portfolio Holder		Councillors Chilvers
Finance		Steven Leathley
Legal Services		Kathryn Tebbey
Chief Executive		Chris Elliott
Director of Climate Change		Dave Barber
Head of Service(s)		Andrew Rollins, Graham Leach
Section 151 Officer		Andrew Rollins
Monitoring Officer		Graham Leach
Leadership Co-ordination Group		
Final decision by this Committee or rec to another Cttee / Council?	Yes	
Contrary to Policy / Budget framework?	No	
Does this report contain exempt info/Confidential? If so, which paragraph(s)?	Yes, Appendix 1 confidential due to Paragraphs 3, as set out of the report.	
Does this report relate to a key decision (referred to in the Cabinet Forward Plan)?	Yes, Forward Plan item exemption.	
Accessibility Checked?	Yes	

Summary

The report seeks approval to begin the procurement exercises identified in this report, in line with the agreed Procurement Code of Practice, with details set out in the Confidential appendix to the report.

Recommendation(s)

That Cabinet notes the commencement of the procurement exercises of the following and provides Key decision approval where indicated. Please view in conjunction with the Confidential appendix 1 to the report, for the items listed below:

Procurements requiring key decision approval:

- Rural footway lighting
- Minor Civil Engineering Works
- Door Entry systems
- General Day to day repairs and Voids for HRA Stock
- Supply of liquified petroleum gas (LPG) to Oakley wood

Procurements for advisory purposes:

- Cladding and fire improvement works
- Country Park Construction contractor
- Victoria Park Paddling Pool refurbishment
- Myton footpath construction consultant
- Consultant/ project manager for Athletics track relocation
- Contractor for Athletics track relocation

1 Reasons for the Recommendation

- 1.1 The report brings forward all proposed procurement exercises ready to be sourced, some of which form key decisions as they are over £150,000; others are provided for advisory purposes. As explained in the report to Cabinet in March 2024 a gap was identified within procurement governance process at WDC which was clarified by Cabinet and Council to confirm that any proposed procurement activity above £150,000 needs to be considered by Cabinet.
- 1.2 These exercises are set out in the Confidential appendix (due to the values associated and the Council not wanting to declare the anticipated budget) to the report for consideration. These items and the reason for their procurement are set out within the confidential appendix to the report, so as not to disclose the Council's position in respect of the Anticipated cost
- 1.3 It should be noted that these exercises are early stages of the procurement process.

2 Alternative Options

- 2.1 In respect of recommendation the Cabinet could decide not approve some or all of the identified procurement activities, however some of these relate to the provision of core or statutory services, and to pause or stop at this stage would significantly delay some of these activities were new contracts are required.

3 Legal Implications

- 3.1 There are legal implications when determining the financially sensitive Appendix to the report to the extent that the discussions on those appendices should be treated as confidential under (paragraph 3 under Local Government Act 1972 - Schedule 12A After the Local Government (Access to Information) (Variation) Order 2006). Following completion of any procurement each of the contracts for these products will be detailed on the Council's public contracts register.

4 Financial Implications

- 4.1 The anticipated values of the contracts sought for procurement are built into the budget of the Council as agreed in February 2024. Where no budget is in place specific separate Cabinet reports will be brought for consideration.

5 Corporate Strategy

- 5.1 Warwick District Council has adopted a Corporate Strategy which sets three strategic aims for the organisation. The delivery of good procurement is a key aspect in in Delivering valued, sustainable services in order that the Council can continue to focus its efforts and activities on the needs of its residents, communities and businesses.

6 Environmental/Climate Change Implications

- 6.1 The environmental implications of the proposal in relation to the Council's policies and Climate Emergency Action Plan will be considered at early stage of procurement in line with the Council's current procurement code and with appropriate advice from officers.

7 Analysis of the effects on Equality

- 7.1 There are no direct Equality implications of the report and each procurement exercise will be required to complete Equality Impact Assessment as part of the procurement exercise.

8 Data Protection

- 8.1 There are no specific data protection implications of the proposals as set out, but any procurement activity which will result in a change of how the Council handles personal data or security of personal data will be subject to a Data Protection Impact Assessment being approved before the final contract is awarded.

9 Health and Wellbeing

- 9.1 There are no direct health and wellbeing implications of the proposal.

10 Risk Assessment

- 10.1 There are minimal risks associated directly with the report as the report introduces improved equity of speaking at Planning Committee and improved governance for procurement as an interim measure.

Background papers: None

Supporting documents:

Warwick District Council Constitution [Article 13](#) & [Code of Procurement Practice](#)
[Warwick District Council Cabinet March 2023](#)