

DATA LABEL: PUBLIC



COUNCIL EXECUTIVE

PROCUREMENT APPROVAL REPORT

REPORT BY THE HEAD OF CORPORATE SERVICES

A. PURPOSE OF REPORT

To seek Council Executive approval to enter into a contract where Committee authorisation is required by Standing Orders.

B. RECOMMENDATION

It is recommended that the Council Executive approves a direct award to the City of Edinburgh Council for the funding of the regional specialist service, Keycomm Lothian Technology Service, for a period of 5 years from 1 April 2021 to 31 March 2026, at a total estimated value of £165,000.

C. SUMMARY OF IMPLICATIONS

I	Council Values	Focusing on our customers' needs; being honest, open and accountable; making best use of our resources.
II	Policy and Legal (including Strategic Environmental Assessment, Equality Issues, Health or Risk Assessment)	Standing Orders of West Lothian Council and the Public Contracts (Scotland) Regulations 2015.
III	Implications for Scheme of Delegations to Officers	None
IV	Impact on performance and performance Indicators	None
V	Relevance to Single Outcome Agreement	Our public services are high quality, continually improving, efficient and responsive to local people's needs.
VI	Resources - (Financial, Staffing and Property)	See section D of the report

VII	Consideration at PDSP	N/A
VIII	Other consultations	See section D of the report

D. TERMS OF REPORT

D.1 Keycomm Lothian Technology Service

Keycomm Lothian Communication Technology Service is presently jointly funded by the City of Edinburgh Council and NHS Lothian. West Lothian Council currently has a Service Level Agreement for the provision of Technology Services which support Alternative and Augmentative Communication for children with communication impairments to allow them to control their environment.

Keycomm Lothian Communication Technology Service is the existing specialist Alternative and Augmentative Communication facilitating delivery of service to all Local Authorities within NHS Lothian. The Service Level Agreement provides a number of core services including but not limited to:

- a complete communication technology assessment;
- an extensive loan bank of equipment;
- support to develop and implement communication technology programmes; and
- access to training support and courses.

Regulation 13 (8) of the Public Contracts (Scotland) Regulations 2015 provide that the Procurement Regulations do not apply to the award of a public contract exclusively between two or more contracting authorities where:

- (a) the contract is for the purpose of establishing or implementing co-operation between the contracting authorities with the aim of ensuring that public services they have to perform are provided with a view to achieving objectives they have in common;
- (b) the implementation of that co-operation is governed solely by considerations relating to the public interest; and
- (c) the contracting authorities perform on the open market less than 20% of the activities concerned by the co-operation.

The Council are satisfied that these criteria have been met. Therefore, Council Executive is asked to approve a direct award to the City of Edinburgh Council for the funding of the regional specialist service for a period of 5 years from 1 April 2021 to 31 March 2026, at a total estimated value of £165,000. The annual budget of £33k will be met from the Service.

E. CONCLUSION

It is recommended that the Council Executive approves the procurement set out in the report, which will support delivery of effective Council Services.

F. BACKGROUND REFERENCES

None

Appendices/Attachments: None

Julie Whitelaw
Head of Corporate Services

23 February 2021