



COUNCIL EXECUTIVE

PROCUREMENT ARRANGEMENTS – DIRECT AWARD TO THE CITY OF EDINBURGH COUNCIL

REPORT BY HEAD OF CORPORATE SERVICES

A. PURPOSE OF REPORT

To seek Council Executive approval to make a Direct Award to The City of Edinburgh Council for KeyComm Lothian Communication Technology Service for the provision of a regional specialist service for supporting children and young people who use Augmentative and Alternative Communication.

B. RECOMMENDATION

It is recommended that the Council Executive approves a direct award to The City of Edinburgh Council for KeyComm Lothian Communication Technology Service for the funding of the regional specialist service for the period 1 April 2020 to 31 March 2021. The anticipated contract value is £31,500.

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)	Direct awards will be made in accordance with 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	None
VI	Resources - (Financial, Staffing and Property)	The annual budget for 2020/2021 is £31,500.
VII	Consideration at PDSP	None.

VIII Other consultations

Education Services and the Corporate Procurement unit have been consulted and the Corporate Finance Manager has been consulted on budget implications.

D. TERMS OF REPORT

D.1 Background

KeyComm Lothian Communication Technology Service is presently funded by the City of Edinburgh Council and NHS Lothian. The council's Education Services presently has a Service Level Agreement with the City of Edinburgh Council to provide children who have communication impairments with technology to contribute to and control their environments. The technology supports Alternative and Augmentative Communication (AAC).

Keycomm Lothian Communication Technology Service provide a number of core services including:

- A complete communication technology assessment ;
- An extensive loan bank of equipment ;
- Training courses throughout the year ;
- Support to develop communication technology programmes and their implementation.

Service Level Agreements between Local Authorities for the provision of regional AAC centres exist across Scotland making use of local organisations which implement AAC care pathways across the regional areas to ensure equitable and timeous provision of equipment and support for children and young people who require to use AAC. Keycomm Lothian Communication Technology Service is the existing specialist AAC Service facilitating delivery of service to all Local Authorities within NHS Lothian. Whilst the council published a Prior Information Notice in September 2019 to gauge likely market interest and there were four expressions of interest, these organisations do not offer services to meet council requirements.

D.2 In House Capability and Business Case Exemption

There is no in house capability to undertake this service.

Whilst the proposed value is below the threshold to be subject to the EU Public Contracts Directive 2014, it is noted that Part 3 section 6 (1) (b) (ii) of the Procurement (Scotland) Regulations 2016 provides for circumstances in which a contract can be awarded without competition due to competition being absent for technical reasons.

Section 2.3 of the Council's Standing Orders for the Regulation of Contracts also provide for derogation on the basis of technical or sole supplier arrangements.

With aggregated expenditure in excess of the level whereby the Head of Corporate Services is permitted to authorise, Council Executive is required to consider the terms of this Report which is compliant with procurement Regulations.

Future contracting activity arrangements will be pursued in advance of 1 April 2021.

E. CONCLUSION

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 Communication Technology Service) for the period 1 April 2020 to 31 March 2021.

F. BACKGROUND REFERENCES

None.

Appendices/Attachments: None.

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