

**To: Finance, Resources and Customer Services Policy Board**

**On: 05 June 2019**

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**Report by: Joint Report by The Chief Executive and the Director of  
Environment & Infrastructure Services**

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**Heading: The Supply and Delivery of Electric Vehicle Charging Points;  
Notification of Contract Authorised for Award under clause 9.1j) of  
Council Standing Orders**

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**1. Summary**

- 1.1 The purpose of this report is to notify the Finance, Resources and Customer Services Policy Board of a Contract authorised for the Supply and Delivery Of Electric Vehicle Charging Points, awarded by the Director of Environment and Infrastructure Services under clause 9.1 j) of Council Standing Orders Relating to Contracts.
- 1.2 The Council was offered a grant from Transport Scotland towards the cost of electric charging infrastructure, a condition of which required any order made under this grant to be placed by 31 March 2019. As the next Finance, Resources and Customer Services Policy Board due was this board on 27 March 2019, to ensure that the grant could be utilised, the Head of Policy and Commissioning approved the use of standing order 9.1 j) Council Standing Orders Relating to Contracts with the requirement for retrospective reporting to this Policy Board.
- 1.3 In accordance with the authority granted by the Head of Policy and Commissioning under clause 9.1 j) of Council Standing Orders Relating to Contracts 2017, the Director of Environment and Infrastructure Services authorised the award of a Contract on 11 March 2019.

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## 2. **Recommendations**

- 2.1 The Finance, Resources and Customer Services Policy Board is asked to note the detail provided in section 3 of this report which details the contract for the Supply and Delivery of Electric Vehicle Charging Points authorised for award by the Director of Environment and Infrastructure Services in accordance with clause 9.1(j) of Council Standing Orders Relating to Contracts.
- 2.2 Note, that of the awarded grant funding from Transport Scotland for electric vehicle charging infrastructure, £261,631 will be allocated to the supply delivery and commissioning of the charging points, and the remainder will be allocated to the installation of the charging points across Renfrewshire by the Council's Building Services Department.

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## 3. **Background**

- 3.1 The Council was offered a grant of £645,000 from Transport Scotland towards the cost of electric vehicle charging infrastructure, a condition of which required an order to be placed by 31 March 2019. The condition for awarding before 31 March 2019 was notified to the Council on 20 December 2018, thus there was no further policy board to seek authority from, as the next Finance, Resources and Customer Services Policy Board due was this board on 27 March 2019. To ensure that the grant could be utilised, the Head of Policy and Commissioning approved the use of standing order 9.1 j) Council Standing Orders Relating to Contracts and this retrospective report to the Policy Board. If this allocation of grant funding was not used then the Council may have been excluded from other grant funding opportunities from Transport Scotland at a later date.
- 3.2 A contract strategy for this procurement and to use grant available was agreed by the Head of Operations and Infrastructure and the Strategic Commercial Category Manager on 8 February 2019.
- 3.3 This procurement process was conducted in accordance with the above EU Threshold Accelerated Open Procedure for Supplies.

Regulation 28(5) of The Public Contracts (Scotland) Regulations 2015 was relied upon for the use of an accelerated procedure which states:

*“Where a state of urgency duly substantiated by a contracting authority renders it impracticable to apply the minimum time limit set out in paragraph (3), the authority may fix a time limit which must not be less than 15 days from the date on which the contract notice was sent for publication”*

This procedure was recommended as it was deemed impracticable to publish the tender for 30 days as the grant funding was awarded under the condition that the funding be committed by 31<sup>st</sup> March 2019. A contract notice was despatched via the Public Contracts Scotland portal and the Official Journal of the European Union (OJEU) on 11 February 2019, which detailed that the above EU Accelerated Open Procedure would be used.

- 3.4 Bids were evaluated on the basis of the most economically advantageous tender received which included an assessment of both price and quality.
- 3.5 In accordance with the authority granted by the Head of Policy and Commissioning under clause 9.1j) of Council Standing Orders Relating to Contracts, the Director of Environment and Infrastructure authorised the award of a Contract to Swarco UK Limited for the supply, delivery and commissioning of 19 electric vehicle charging points.
- 3.7 The approved spend under the Contract is £261,631 excluding VAT.
- 3.8 Community Benefits were requested as part of this procurement process and Swarco UK Ltd advised within their tender submission that the following Community Benefits would be delivered as part of this Contract:

Community Benefit Description	No of People / Activity
Industry Awareness Event	2

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## Implications of the Report

### 1. Financial

The supply and delivery of 19 charging points will be funded by Transport Scotland grant.

2. **HR & Organisational Development**

No TUPE implications are anticipated.

3. **Community/Council Planning –**

Creating a sustainable Renfrewshire for all to enjoy – the Contract will support the delivery of this outcome

4. **Legal**

This procurement exercise was conducted as an open tender EU Threshold Accelerated Open Procedure for Supplies. Regulation 28(5) of The Public Contracts (Scotland) Regulations 2015 and in accordance with the Council Standing Orders Relating to Contracts for an above EU Threshold Services contract applying the standing order 9.1j) exemption and special arrangement due to the time limit in place for use of the grant.

5. **Property/Assets**

The Council will assume ownership of the charging points upon their delivery.

6. **Information Technology**

No Information Technology implications have arisen or are anticipated.

7. **Equality & Human Rights**

- (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.

8. **Health & Safety**

Swarco UK Limited's Health and Safety submission was evaluated by the Council's Corporate Health and Safety team and met the minimum requirements regarding health and safety.

9. **Procurement**

The procurement procedures outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government

10. **Risk**

Swarco UK Limited's insurances have been assessed and evaluated to confirm that they meet the minimum requirements regarding insurable risk.

11. **Privacy Impact**

No Privacy Impact Assessment requirements were identified within this procurement.

12. **Cosla Policy Position**

No Cosla Policy Position implications have arisen or are anticipated.

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**List of Background Papers**

None.

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