

## Minute of Special Meeting

### Finance, Resources and Customer Services Policy Board

Date	Time	Venue
Thursday, 28 September 2017	12:30	Council Chambers (Renfrewshire), Council Headquarters, Renfrewshire House, Cotton Street, Paisley, PA1 1AN

**Present:** Councillor Tom Begg, Councillor Bill Brown, Provost Lorraine Cameron, Councillor Audrey Doig, Councillor Alison Jean Dowling, Councillor Jim Harte, Councillor Kenny MacLaren, Councillor John McNaughtan, Councillor Iain Nicolson, Councillor Jim Paterson, Councillor John Shaw, Councillor Andy Steel, Councillor Jane Strang

#### Chair

Councillor John Shaw, Convener, presided.

#### In Attendance

S MacDougall, Director of Environment & Communities; A Russell, Director of Finance & Resources; D Amos, Head of Policy & Commissioning and B Lambert, Strategic Commercial Category Manager (both Chief Executive's); and J Lynch, Head of Property, M Conaghan, Legal & Democratic Services Manager and A McNaughton, Senior Committee Services Officer (all Finance & Resources).

#### Apology

Councillor Sharkey.

#### Declarations of Interest

There were no declarations of interest intimated prior to the commencement of the meeting.

## **1 Contract Authorisation Report: Framework Agreement for the Provision of Trades Contractors**

There was submitted a joint report by the Chief Executive and the Directors of Environment & Communities and Development & Housing Services relative to a framework agreement for the provision of Trades Contractors to assist the Council to maintain its portfolio of properties in an efficient and effective manner. Appendices 1 and 2 to the report detailed the ranking and scores for valid tenders received under each of 11 Lots covered by this framework agreement.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to enter into a framework agreement for the provision of Trades Contractors RC/FA/124/17 with the suppliers listed in Appendix 1 to the report;

(b) That it be noted that the framework agreement would be in place for a maximum term of four years;

(c) That a ceiling value of £23,200,000.00 excluding VAT be authorised for this framework; and

(d) That it be noted that the framework would expire either when the four-year term had lapsed or the ceiling value of £23,200,000.00 excluding VAT was reached, whichever occurred first.

## **2 Contract Authorisation Report: Managed Print Service**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to the procurement process and the award of a contract for a managed print service.

### **DECIDED:**

(a) That the Head of Corporate Governance be authorised to award the contract for supply and delivery of a managed print service (RC-RC-282-17) to Xerox (UK) Limited, following a mini-competition under the Scottish Government National Framework for Office Equipment;

(b) That it be noted that the contract was for four years with the option at the Council's discretion to extend for up to 12 months on two separate occasions;

(c) That it be noted that the anticipated start date would be 1 January 2018; and

(d) That it be noted that, for the initial four-year term the contract value would be £2,018,737.76 excluding VAT, or where both extensions options were utilised the contract value would be £2,636,367.60 excluding VAT.

## **3 Framework Agreement for HR Services**

There was submitted a joint report by the Chief Executive and the Director of Finance & Resources relative to a single source framework agreement for HR services to be entered into on behalf of the Council and Associated Bodies.

**DECIDED:**

- (a) That the Head of Corporate Governance be authorised to conclude the award of a single source framework agreement for HR services to McAdam King Business Psychology Limited;
- (b) That it be noted that the framework agreement was for three years with the option to extend for a further 12 months; and
- (c) That it be noted that the ceiling value of all assignments made under this framework agreement would be £1,200.000.00