

## **SHEFFIELD CITY COUNCIL**

### **INDIVIDUAL CABINET MEMBER DECISION RECORD**

The following decision was taken on 3<sup>rd</sup> December 2021 by the Executive Director, Resources.

Date notified to all members: 6<sup>th</sup> December 2021

The end of the call-in period is 4:00 pm on 10<sup>th</sup> December 2021

Unless called-in, the decision can be implemented from 13<sup>th</sup> December 2021

#### **1. TITLE**

Supply of Workwear and Protective Clothing

#### **2. DECISION TAKEN**

That Executive Director of Resources:

1. Approves the proposed procurement outlined in this report for a new contract of workwear and protective clothing to Sheffield City Council; and
2. Following the conclusion of the proposed procurement, approves the 4-year contract being awarded to the organisation submitting the most economically advantageous tender.

#### **3. Reasons For Decision**

Due to the spend in financial year 2020-2021 being over £1m, Public Contract Regulations 2015 and the Council's Standing Orders state that we must run a competitive tender via the Find a Tender Service (FTS) procedure.

It is therefore recommended that we run an open FTS procedure which will be compliant with both Public Contract Regulations 2015 and the Council's Contract Standing Orders.

#### **4. Alternatives Considered And Rejected**

We have two alternative options as part of this procurement:

##### **Option 1 - Sheffield City Council does not conduct a procurement process**

Once the contract with Arden Winch & Co Ltd expires on the 31<sup>st</sup> March 2022, there is an option to do nothing. This would leave service areas without a contract to call off from and would force them to source products themselves. Not only would this lead to multiple suppliers providing the same products, non-compliance

with the Council's standing orders could possibly land us with some significant freedom of information requests and legal challenge.

## **Option 2 - Procurement via frameworks**

We have considered making use of procurement frameworks to call off and direct award on such as the Yorkshire Purchasing Organisation's (YPO) Workwear and PPE framework (ref 1022). Whilst the incumbent is a supplier on the framework and we can award the contract up to 4 years as desired, it removes the opportunity for local companies in Sheffield and the City Region and possibly reduce our carbon footprint.

5. **Any Interest Declared or Dispensation Granted**

None

6. **Respective Director Responsible for Implementation**

Executive Director, Resources

7. **Relevant Scrutiny Committee If Decision Called In**

Overview and Scrutiny Management Committee