

	Officer Key Decision
	Report to the Strategic Director of Community and Wellbeing
AUTHORITY TO EXTEND THE CALL OFF CONTRACT FOR THE PROVISION OF LIBRARY BOOKS & AUDIOVISUAL MATERIAL SUPPLY	

Wards Affected:	All
Key or Non-Key Decision:	Key Decision
Open or Part/Fully Exempt: <small>(If exempt, please highlight relevant paragraph of Part 1, Schedule 12A of 1972 Local Government Act)</small>	Open
No. of Appendices:	None
Background Papers¹:	None
Contact Officer(s): <small>(Name, Title, Contact Details)</small>	Allan Costello Library Stock Development Manager Tel: 0208 937 3465 or 07917 083 853 Allan.Costello@brent.gov.uk

1.0 Purpose of the Report

- 1.1 This report seeks approval for the Council to extend the Call off Contract for The Provision of Library Books and Audiovisual Material Supply with the Askews and Holt Library Services Limited for the period of 2 years in accordance with Contract Standing Order 112.

2.0 Recommendation(s)

That the Strategic Director of Community and Wellbeing.

- 2.1 Approves the extension to the current Call off contract with Askews and Holts Library Services Limited for a period of 2 years from 1st April 2022 to 31st March 2024.

¹

3.0 Detail

- 3.1 Brent Library Service is a member of the Central Buying Consortium ('CBC'). West Sussex County Council are the lead authority of The CBC on behalf of 38 members. The Contract Review Group ('CRG') of CBC have been responsible for reviewing the performance of Askews and Holts Library Service Ltd ('AHLS'). Following discussions and negotiations with AHLS and the CRG of the CRG, the group have concluded that the call off contracts under the Framework Agreement can be extended for a further 2 years. The Council will work in line with this Framework to enable the continued purchase of Library Books and Audiovisual Material for libraries within the borough of Brent.
- 3.2 The Call off Contract commenced on the 1 April 2020 for a period of two years with the option to extend for a further two. Officers are exercising the option to extend for a further two years from the 1 April 2022. The value of the extension for the two years will be up to £800,000.
- 3.3 Under section 3(b) of the table at paragraph 9.5 of Part 3 of the Constitution, Strategic Directors and Operational Directors are able to extend contracts and agreements without the need for Cabinet approval:
- (a) provided that the extension would not be in breach of the Procurement Legislation.
 - (b) provided that the extension does not substantially alter the terms and conditions of the contract.
 - (c) provided that there is sufficient existing budgetary provision.
 - (d) if the extension goes beyond the period of extension provided for in the contract (if any) or is otherwise not in accordance with the extension provisions in the contract:
 - (i) in the case of any contract, agreement, deed or other transaction with a life of not more than one year (including any possible extension provided for in the contract) the extension shall not exceed a period of six months; or
 - (ii) in the case of any contract, agreement, deed or other transaction with a life of more than one year (including any possible extension provided for in the contract) the extension shall not exceed a period of one year.

- (e) the relevant cabinet member shall be consulted prior to a decision within (d) (i) or (ii) above and may request that the decision instead be referred to them.

3.4 It is considered that the Strategic Director for Community and Wellbeing has delegated authority as:

- (a) The proposed extension was specifically provided for within the Call off Contract and therefore the extension would not be considered a breach of Procurement Legislation.
- (b) The proposed extension will be on the same terms and conditions as set out in the Call Off Contract and therefore it is not considered to substantially alter the terms and conditions of the Contract.
- (c) There is sufficient budgetary provision for the extension.
- (d) The extension does not go beyond the extension provided for in the Call off Contract.
- (e) As the extension is provided for in the Call off Contract, there is no requirement to consult a Cabinet Member.

4.0 Financial Implications

4.1 The total value of the extension for the two years will be up to £800,000, which will be funded from within the existing Libraries budget

5.0 Legal Implications

5.1 Officers recommend the extension of the Call off Contract from the Central Buying Consortium for the purchase of Library Books and Audio visual Materials with Askews and Holt Services Limited by a period of two years from the 1 April 2022.

5.2 The Call off Contract contains express provision allowing for the extension as recommended and as such extension is permitted in accordance with the PCR 2015.

5.3 The Strategic Director is authorised pursuant to Paragraph 9.5 of Part 3 of the Constitution to extend contracts subject to the conditions set out in paragraph 3.2 above. As set out in paragraph 3.3 above, none of these conditions preclude the Strategic Director agreeing the recommended extension.

6.0 Equality Implications

6.1 The proposals in this report have been subject to screening and Officers believe that there are no adverse equality implications.

7.0 Consultation with Ward Members and Stakeholders

7.1 There is no requirement to consult.

8.0 Human Resources/Property Implications (if appropriate)

8.1 This service is currently provided by an external contractor and there are no implications for Council staff arising from extending the contract

Report sign off:

**Phil Porter
STRATEGIC DIRECTOR – COMMUNITY AND
WELLBEING**