

**REPORT TO:** SOCIAL WORK COMMITTEE - 15TH MAY, 2000

**REPORT ON:** Close Support and Secure Unit - Essential Furniture & Equipment  
Contract Nr.97/106A

**REPORT BY:** City Architectural Services Officer

**REPORT NO:** 312-2000

#### 1.0 PURPOSE OF REPORT

1.1 This report seeks approval for the Director of Support Services to accept the most advantageous offers recommended by the City Architectural Services Officer for the essential furniture and equipment required for the Close Support and Secure Unit. Details of the resulting procurement will be reported to committee at a later date.

#### 2.0 RECOMMENDATIONS

2.1 It is recommended that the Director of Support Services in conjunction with the Director of Social Work be authorised to accept the most advantageous offers as recommended by the City Architectural Services Officer for the essential furniture and equipment for the Close Support and Secure Unit.

#### 3.0 FINANCIAL IMPLICATIONS

3.1 An allowance of £50,000 for furniture and equipment was included in the report approved at the meeting of this committee held on 14th December, 1998.

3.2 Provisional sums of £25,000, which can be used for the purchase of furniture and equipment, were included within the main contract sum.

3.3 This expenditure can be met from the Social Work Department's Capital Estimates 2000/01.

#### 4.0 LOCAL AGENDA 21 IMPLICATIONS

4.1 None.

#### 5.0 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 None.

#### 6.0 BACKGROUND

6.1 The Social Work Committee at its meeting on 14th December, 1998 approved Report No.1002/1998 which recommended acceptance of the lowest tender and other allowances for this project.

6.2 To enable the programmed date of occupation of the building to be met it is requested that the Director of Support Services be authorised to issue acceptances for the procurement of the essential furniture and equipment providing that the City Architectural Services Officer is satisfied that the prices are fair and reasonable.

#### 7.0 CONSULTATIONS

The Director of Social Work has been consulted on the content of this report.

8.0 **BACKGROUND PAPERS**

- 8.1 Reference is made to the report by the City Architectural Services Officer to the meeting of this committee held on 14th December 1998 when the Close Support and Secure Unit was approved.

**City Architectural Services Officer**  
**13 April 2001**

97/106A/Q2/SB/AC