

Appendix 3 - 3.10 Memo's (Exemption Urgency)

Function	Cluster	Description of Contract	Estimated Start date of Contract	Estimated End date of Contract	Total Estimated Contract Value £	Summary of explanation of why the contract was urgently required and justification for suspension of procurement regulations, in whole or in part:
City Regeneration & Environment	City Development & Regeneration	Headline Artists - Tall Ships Taces Contracts - Following approval of the Tall Ships Races Quayside Concerts programme business case CR&E/24/227, Officers have been working with our concert consultants to engage potential artists for the concert programme.	19/07/2025	22/07/2025	Exempt	As we require to launch the concerts and to ensure sufficient time to sell tickets in line with the business case, we require to approve this spend and release deposits prior to announcement, or very shortly thereafter All three contracts would be governed by the Procurement (Scotland) Regulations 2016 and a direct award to these providers would seem to be compliant with Reg 6 (1) (b) (i) of the foregoing Act where a contract can be directly awarded where 'it is for the aim of the procurement is the creation or acquisition of a unique work of art or artistic performance'.
City Regeneration & Environment	Operations	Recycling Improvement Fund Reuse Projects - Contract will deliver an expansion of the exsisting reuse schemes at Hazlehead and Bridge of Don Household Waste and Recycling Centres including design, permissions, construction and set-up. Project budget to be funded by the Scottish Government Recycling Improvement Fund.	03/03/2025	31/03/2026	£580,731.03	Approval of RIF funding was delayed by 3 months leaving project timescales at risk and requiring work to begin urgently. Grant funding allocated to 2024/25 cannot be transferred to the next financial year and will be lost if not spent. Suez is well placed to deliver the project as they operate ACC's HWRCs and reuse scheme and have been consulted during the application process with regards to pricing the delivery of the scope of work. Alternative providers may not be able to deliver within budget. They have specialised knowledge and experience of delivering similar projects in the UK.
City Regeneration & Environment	Operations	Engineering and Architectural Computer Aided Design Software Licensing - Engineering and architectural computer aided 2 and 3 dimensional design software which enables Aberdeen City Council teams to advance Architectural, Roads and Infrastructure projects and maintain exsisting assets effectively.	09/04/2025	09/04/2028	£110,000.00	If the new contract is not in place the licences for the software will be suspended leaving teams without access to critical software packages and will lead to service failure.The award of the contract is due before the next Finance & Resources committee.
Families & Communities	Corporate Landlord	Instruction to extend the agency worker contracts of 3 Estates Surveyors through Vivid Resourcing - due to lack of availability of suitably qualified surveyors on the Human Resources Framework so agency workers are required.	27/03/2025	31/08/2025	£147,000.00	The Council has been advertising to fill vacancies for some time, but has so far been unable to attract suitably qualified applicants and the positions remain vacant. Business continuity as the current contract for 2 of the surveyors needs to be extended immediately and the 3rd will expire on 18th April and their continued support is required as the Property Team are extremely short staffed, and need this additional support to properly manage the Council's property portfolio. We would hope this will be an interim solution to support the team until we are able to employ permanent staff to fill the vacant posts.

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City Regeneration & Environment	City Development & Regeneration	<p>Hanlon Software Solutions Contract - During a Review of Employability Services led by the Improvement Service and a seconded Officer from Education, it was determined that the ABZWorks Team currently use a Client Management System (Upshot) which is not fit-for-purpose or efficient. It is very inefficient and time-consuming. More than 22 other Local Authorities (including Aberdeenshire Council) all use Hanlon to register, monitor, progress and record outcomes for participants that register and receive employability support from Key Workers within the Local Authority and also Partner organisations supporting individuals on employability programmes funded by the Scottish Government's No One Left Behind funding which is administered by Aberdeen Council.</p>	28/03/2025	27/03/2028	£85,700.00	<p>The Improvement Service has reviewed the Employability Service and recommended that we implement an MIS, it is our intention to roll this out as soon as possible to satisfy their recommendations. Hanlon is a specialist Employability Client Management System used by 22 other Scottish Local Authorities. (Aberdeenshire for the last 9 years). There isn't really another off-the-shelf system (currently available) with the same functionality (and national support group for LAs) which is directly linked to Scottish Government NOLB Reporting and allows our external partners to also use it.</p> <p>We have an existing underspend from the Scottish Government's NOLB funding in 2024-2025 financial year which cannot be rolled-over into the 2025-2026 financial year.</p> <p>The contract would be funded directly from the Scottish Government's NOLB funding. 22 Scottish LAs use the same external funding stream (NOLB) to fund Hanlon for this purpose.</p> <p>We need to procure this service as soon as possible to have it operational early in the new financial year in order to support our obligations to report to the Scottish Government effectively. Failure to implement a fit for purpose system at the earliest opportunity exposes our risk of non-compliance and potential recovery of grant funding.</p>