

CONTRACT STANDING ORDERS – MONITORING REPORT

1. SUMMARY

- 1.1 This report advises Members of the use of delegated powers.

2. INTRODUCTION

- 2.1 In accordance with Contract Standing Order (CSO) 22.4, this report deals with orders placed by the Housing Health & Community Care Division for the period 1st August 1999 – 31st March 2000.

3. ORDERS RAISED

3.1 Orders up to £300

Many of the orders are of low value and the Corporate Director (Finance and External Services) has exercised his authority under CSO 3.3 in respect of orders up to £300.

| | |
|------------------|------------|
| Number of orders | 169 |
| Total Value | £17,932.33 |

3.2 Contracts above £300

| | |
|---|-----------|
| (a) Purchase of sound recording equipment | £1,444.00 |
| CEL Instruments Ltd | |
| (b) Office Furniture | £446.30 |
| Equanet Ltd | |
| (c) Legal encyclopaedia updates | |
| Sweet & Maxwell | £550.00 |
| Barbour Index | £1,495.00 |
| (d) Noise Consultancy Services | |
| En-Plan Environmental Ltd | £1,500.00 |
| (e) Training | |
| Colchester Institute | £710.00 |
| Warwick University | £425.00 |
| Shelter Training | £438.00 |
| (f) Air quality consultancy | |
| South East Institute of Public Health | £6,500.00 |

4. RESOURCE IMPLICATIONS

- 4.1 All sums paid are within approved revenue budgets for the current financial year.

5 RECOMMENDATION

- 5.1 It is proposed that the Committee **RESOLVES**

To receive the report. (HHHCC)

G P Woolhouse

Head of Housing, Health & Community Care

For further information please contact M Topley on (01702) 546366