

Birmingham City Council

Report to Cabinet

Date: 20th April 2021



Subject: **PLANNED PROCUREMENT ACTIVITIES (MAY 2021 – JULY 2021)**

Report of: **ASSISTANT DIRECTOR DEVELOPMENT & COMMERCIAL FINANCE**

Relevant Cabinet Member: **Councillor Tristan Chatfield, Finance and Resources**

Relevant O &S Chair(s): **Councillor Sir Albert Bore, Resources**

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Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference:		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential : 3. Information relating to the financial or business affairs of any particular person (including the council)		

1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period May 2021 – July 2021. Planned procurement activities reported previously are not repeated in this report.
- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision,

otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period May 2021 – July 2021 as detailed in Appendix 1.

3 Background

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold (£189,330) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the procurement threshold has changed from £164,176 to £189,330 and will apply from 1st January 2020 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

4 Options considered and Recommended Proposal

4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:

- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
- To continue with the existing process – this is the recommended option

5 Consultation / Engagement

5.1 This report to Cabinet is copied to Cabinet Support Officers and to Resources Overview & Scrutiny Committee and therefore is the process for consulting with relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members/ Resources Overview & Scrutiny Committee Chair have not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

6 Risk Management

6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports.

7 Compliance Issues:

7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?

7.1.1 Details of how the contracts listed in Appendix 1 and Appendix 2 support relevant Council policies, plans or strategies, will be set out in the individual reports.

7.2 Legal Implications

7.2.1 Details of all relevant implications will be included in individual reports.

7.3 Financial Implications

7.3.1 Details of how decisions will be carried out within existing finances and resources will be set out in the individual reports.

7.4 Procurement Implications (if required)

7.4.1 This is a procurement report and the implications are detailed in the appendices

7.5 Human Resources Implications (if required)

7.5.1 None.

7.6 Public Sector Equality Duty

7.6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports.

8 Background Documents

8.1 List of Appendices accompanying this Report (if any):

- 1. Appendix 1 - Planned Procurement Activity May 2021 – July 2021
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (MAY 2021 – JULY 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources Plus	Finance Officer	Contact Name	Planned CO Decision Date
Single Contractor Negotiation	Ancillary Footway and Carriageway Works on the A34 and A45 Sprint Routes	TBC	The delivery of ancillary footway and carriageway resurfacing works in association with construction of the SPRINT Route programme to corridors on the A34 and A45 being undertaken by Transport for West Midlands (TfWM).	11 months	Inclusive Growth	Transport and Environment	Simon Ansell	Thomas Clarkson Williams / Charlie Short	24/05/2021
Single Contractor Negotiation	Repair and Maintenance (R&M) of the Lifts Communication Systems	(P0241_2021)	A lift communication system to maintain communication between a lift that requires repair and maintenance through a monitoring unit. This equipment offers real time notification of failures to the lifts and other warning events through various media and is connected to the central computerised system.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Andrea Webster	24/05/2021
Approval to Tender Strategy	Dispute Resolution and Mediation Service for Special Education Needs	TBC	There is a requirement for a dispute resolution and mediation service for local authority decisions made around education and health care plan for children and young people with SEND and complex needs. This is a service where mediation is carried out between the Council and parents to avoid an appeal to the Courts and Tribunals Service.	4 years	Education	Education and Skills	John Betts	Saadiah Kamran	01/06/2021
Single Contractor Negotiation	Enforcement Agent for the Revenues Service	TBC	There is a requirement for the arrears to be passed to an enforcement agent who will be expected to use their powers where appropriate to recover and collect arrears.	1 year	Digital and Customer Services	Deputy Leader	Lee Bickerton	John Woodward / Stuart Follows	24/05/2021
Single Contractor Negotiation	Paradise (U-Turn) Junction Amendment Works	TBC	There is a requirement for delivery of civil engineering works for the Paradise U-Turn. Work involves: •Creation of a U-turn facility between the two Suffolk Street Queensway slip roads. Involves modifications to the existing kerbs and traffic signals already constructed by the Midland Metro Alliance (MMA). •Creation of a restricted traffic flow section between the proposed Paradise main access and Cambridge Street, accessible only for buses, taxis (hackney) and cyclists. •Changes to the wider directional signage.	2 months	Inclusive Growth	Transport and Environment	Simon Ansell	Nigel Tammo / Charlie Short	01/06/2021
Approval to Tender Strategy	Security Measures for Victims of Domestic Abuse	TBC	The provision of security measures to support the Sanctuary Scheme to enable the prevention of homelessness as a result of domestic abuse.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Debbie Parkes / Stuart Follows	01/06/2021
Approval to Tender Strategy	Prevention and Relief Service for Homeless Domestic Abuse Victims	TBC	The service will deliver prevention and relief services and to make recommendations to the Council regarding the discharge of the Council's Homelessness prevention and relief statutory duties, specifically for those experiencing domestic abuse.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Debbie Parkes / Stuart Follows	01/07/2021
Approval to Tender Strategy	Holiday Activity & Food (HAF) Programme 2021	TBC	To coordinate and facilitate healthy food and enriching activities to disadvantaged children aged 5-16 years in Birmingham who are eligible for Free School Meals. The funding is available for activities in the Easter, Summer and Christmas school holidays.	various dates	Education	Education and Skills	John Betts	Mark Baxter / Mike Smith	17/05/2021
Single Contractor Negotiation	Major Adaptations for Housing	TBC	The delivery of disabled adaptations to housing for vulnerable citizens in Birmingham.	1 year and 4 months	Adult Social Care	Adult Social Care and Health	Mark Astbury	Timsey Deb / Satinder Bains	01/06/2021
Strategy / Award	Personal Protection Equipment and Workwear	TBC	The supply of personal protective equipment (PPE) and workwear which includes clothing, footwear and accessories (such as ear protection) for Council departments.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Jane Piovesana	01/06/2021
Strategy / Award	Advice to Undertake Valuation, Negotiation & Completion of Commercial Lease Renewals & Rent Reviews	TBC	To undertake rental valuations of commercial properties and negotiate market value rentals to completion, for the Council's commercial portfolio	3 years	Inclusive Growth	Leader	Simon Ansell	Anser Suleman	24/05/2021
Strategy / Award	Telephony Services	TBC	The provision of telephony services to support the Council's Voice Strategy. This will include Corporate Telephony, Contact Centre and Legacy Telephony Services.	Up to 5 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	01/07/2021
Strategy / Award	Leisure Centre Management Software	TBC	A leisure activity booking management software for leisure centres across Birmingham. The software is installed and used across 23 sites, 22 leisure sites and 1 community centre.	5 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	01/06/2021
Single Contractor Negotiation	Blue Chip - IBM Software and Hardware Support Contract	TBC	The provision of a 24/7 technical telephone / onsite support and hardware maintenance on the IBM P- Series Servers.	1 year, 6 months	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	29/04/2021
Strategy / Award	Delivery Partner for the Commonwealth Games (CWG) and Perry Barr Regeneration Scheme (PBRs)	TBC	There is a requirement for services to manage and integrate the CWG capital projects and the PBRs that sit under the remit of the CWG Capital Programme Board and PBRs Programme Board respectively to which the Council is chair.	2 years	Commonwealth Games	Leader	Guy Olivant	Craig Cooper / Charlie Short	24/05/2021
Strategy / Award	Consultancy Support the delivery of the Council's new ERP system	PQ0266	The Council is seeking to procure an Oracle Fusion Project advisor to act as their intelligent client and lead the ERP project, support the resolution of issues and develop and manage the delivery of the solution within agreed timescales.	14 months	Finance and Governance	Finance and Resources	Lee Bickerton	Richard Tibbatts	24/05/2021
Strategy / Award	Legal Advice to Support the Development of the Future Waste Strategy	TBC	There is a requirement for external legal advice to support the in-house legal team to support the development of the future waste strategy and the procurement for the management and disposal of waste.	3 years	Neighbourhoods	Street Scene	Carl Tomlinson	Michelle Climer / Meena Chuhan	24/05/2021

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 20th April 2021**

Title of Contract	SCN - Ancillary Footway and Carriageway Works on the A34 and A45 Sprint Routes
Director/ Assistant Director	Kevin Hicks, Assistant Director, Highways and Infrastructure
Briefly describe the service required	The delivery of ancillary footway and carriageway resurfacing works in association with construction of the SPRINT Route programme to corridors on the A34 and A45 being undertaken by Transport for West Midlands (TfWM).
What is the proposed procurement route?	To enter into single contractor negotiations with TfWM.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract for delivery of the Interim Renewal Works Programme is between Kier Highways and Birmingham Highways Limited and the Council oversees this arrangement through the Highways Maintenance and Management PFI. The works that are proposed are those included within the council's Interim Renewal Works Programme which was a requirement of the 2019 Settlement Agreement. The works are immediately adjacent to the SPRINT bus route programme which is in the process of being constructed by TfWM.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>TfWM has possession of the sites and has commenced construction of the SPRINT Route programme. The carriageway and footway surfacing works would be most efficiently and effectively delivered as part of this programme.</p> <p>If the carriageway and footway works were delivered independently then this would take place upon completion of the SPRINT Route.</p> <p>The combining of traffic management, design, supervision which will realise cost and time efficiencies and reduce disruption to the travelling public. Coordinating and delivering these works through TfWM offers the least disruption to road users and the best value for money. TfWM will be required to become a certified signatory to the BBC4SR and provide commitments proportionate to the value of the proposed contract.</p>
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for works, the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	<p>Carbon savings could be generated from:</p> <ul style="list-style-type: none"> • Works reduced to 1 scheme instead of 2 or more BCC schemes and time saved on journeys for public and workers • 1 road-space booking resulting in a reduction of congested traffic emissions • Use of less abortive pavement materials at joints and tie-in locations <p>Use of newer plant & equipment with lower emissions</p>
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is under a statutory duty to maintain its public highways as Highway Authority under the Highways Act 1980. The PFI contract also supports statutory duties under the New Roads and Street Works Act 1992 and Traffic Management Act 2004.
What budget is the funding from for this service?	The services will be funded from the HMMPFI budget and associated reserves secured under the 2019 Settlement Agreement.
Proposed start date and duration of the new contract	The proposed start date by TfWM is May 2021 and for a duration of 11 months.

Title of Contract	SCN - Repair and Maintenance (R&M) of the Lifts Communication Systems (P0241 2021)
Director / Assistant Director	Julie Griffin – Assistant Director Housing
Briefly describe the service required	<p>A lift communication system to maintain communication between a lift that requires repair and maintenance through a monitoring unit. This equipment offers real time notification of failures to the lifts and other warning events through various media and is connected to the central computerised system. The warning events could be, for instance:</p> <ul style="list-style-type: none"> • Lift trappings • Lift breakdowns • When lift services are due
What is the proposed procurement route?	To enter into a single contractor negotiation with Thames Valley Controls Ltd (TVCL).
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A contract was awarded under Delegated Authority which expired on the 31 st March 2021. There has been a delay with the formalising arrangements with new contract with TVC due to the lack of available resource due to other priorities. The service has continued to be provided in line with the terms and conditions of the expired contract.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The lifts communication system is connected to housing and non-housing Property's. TVCL is the sole supplier and manufacturer of the communication systems installed by the Council in the lifts and owns all the software and intellectual property rights. These types of system are generally closed protocol in that once installed they can only be serviced and maintained effectively by the equipment installer. This means that replacing the contractor would mean having to replace the equipment. The council has invested over £1M upgrading this equipment over the past 3 years and a complete replacement, to save money on the R&M, would require a further investment of at least the same amount again. Any benefit in terms of reducing servicing costs would be minute when compared to the capital costs and losses to the Council. A like for like value for money assessment is therefore not possible on the repair & maintenance costs. What is possible to say is that the aforementioned investment in the equipment over recent years has delivered a reduction in servicing costs from circa £90k / year to circa £70k / year.</p> <p>TVCL is accredited with the Birmingham Business Charter for Social Responsibility and will be required to provide additional commitments proportionate to the value of this contract.</p>
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for works, the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The contractor will be required to reduce its environmental impact within the lifecycle of the Contract. As part of the negotiations the contractor shall be required to demonstrate how they will measure their progress against the Council's commitments to Route to Zero. This will be monitored through contract management activities.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service supports the efficient running of the Council's lift portfolio.
What budget is the funding from for this service?	The housing related cost is funded through the Housing Revenue Account whilst the non-housing costs are funded from individual Directorate's approved budgets.
Proposed start date and duration of the new contract	The proposed start date is 1 st May 2021 for a period of 4 years.

Title of Contract	Dispute Resolution and Mediation Service for Special Education Needs
Director / Assistant Director	Nichola Jones – Assistant Director, SEND and Inclusion
Briefly describe the service required	<p>There is a requirement for a dispute resolution and mediation service for local authority decisions made around education and health care plan for children and young people with SEND and complex needs. This is a service where mediation is carried out between the Council and parents to avoid an appeal to the Courts and Tribunals Service.</p> <p>The service must be independent of the local authority – no-one who is directly employed by a local authority can provide the service.</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a formal contract in place for the service that is currently being delivered on a non-contract basis.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as this is not permissible under the SEND Code of Practice 2015.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the service to be delivered in a way that reduces or eliminate their carbon footprint, in particular with transport to and from the locations where the mediations are taking place.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>There is a statutory duty for this service to comply with the SEND Code of Practice 2015 to meet the following legislation:</p> <p>The Children and Families Act 2014 Sections 51 – 57 and 60.</p> <p>The Children Act 1989, section 26</p> <p>The Education Act 1996, Section 496 and 497</p> <p>Regulations</p> <p>The Special Educational Needs Regulations 2014</p>
What budget is the funding from for this service?	The budget is funded from the Dedicated School Grant, High Needs Block.
Proposed start date and duration of the new contract	The proposed start date of 1 September 2021 for a period of 4 years.

Title of Contract	SCN - Enforcement Agent for the Revenues Service
Director / Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	There are in excess of 445k domestic dwellings within Birmingham worth £421m of council tax, £47k business rates hereditaments worth £458m and 12 Business Improvement Districts worth £3.2m in BID levies. The Council also has combined prior years' arrears of £220m. Where the Revenues Service has obtained a liability order and all other internal avenues of collection have been exhausted the case, there is a requirement for the arrears to be passed to an enforcement agent who will be expected to use their powers where appropriate to recover and collect arrears.
What is the proposed procurement route?	To enter single contractor negotiations with Equita Ltd.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing arrangement is with Capita Birmingham Ltd under the Remaining Services contract that expired on 31 st March 2021. The services are provided by Equita Ltd, a subsidiary of Capita plc, the holding company of Capita Birmingham Ltd.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	A procurement process was undertaken for the replacement services as approved in the Cabinet report dated 13 th October 2020. This process has been stopped due to market sector issues and there is a requirement for a continuation of this critical service whilst an options appraisal is carried out to formulate the strategy which if there are any changes will be reported to a future Cabinet. There is not a cost to the Council for this service and the negotiations will involve seeking added value in service delivery for the period of the contract. Equita Ltd will be required to be certified to the BBC4SR and produce commitments proportionate to the estimated value to the supplier of the contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house for the period of this contract. A further test will be carried out for any replacement service.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the service to be delivered in a way that reduces or eliminate their carbon footprint, in particular with transport to collect charges from debtors' premises.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has a legal duty to ensure cost effective billing, collection and recovery of council tax, business rates and BID levies due to the Council and requires an enforcement agent service to fulfil its statutory obligations arising under a number of legislations, for example, the Local Government Finance Act 1988 to manage the financial affairs of the Council.
What budget is the funding from for this service?	Enforcement Agent charges are recovered directly from the debtor and therefore there is no direct cost to the Council.
Proposed start date and duration of the new contract	The proposed start date is May 2021 for a period of 12 months with an option to extend for 12 months.

Title of Contract	SCN - Paradise (U-Turn) Junction Amendment Works
Director/ Assistant Director	Philip Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for delivery of civil engineering works for the Paradise U-Turn. Work involves:</p> <ul style="list-style-type: none"> • Creation of a U-turn facility between the two Suffolk Street Queensway slip roads. Involves modifications to the existing kerbs and traffic signals already constructed by the Midland Metro Alliance (MMA). • Creation of a restricted traffic flow section between the proposed Paradise main access and Cambridge Street, accessible only for buses, taxis (hackney) and cyclists. • Changes to the wider directional signage. <p>A contract will not be entered into until approval of the Full Business Case, planned in June 2021.</p>
What is the proposed procurement route?	To enter into single contractor negotiations with the West Midlands Combined Authority (WMCA).
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The WMCA awarded an alliance contract to the MMA that is primarily for infrastructure works to support a tram network. The MMA is a partnership and not a contracting entity therefore in order to access the arrangement, a contract is required to be entered into with the WMCA to be compliant with the Council's Constitution and Procurement Governance Arrangements</p> <p>WMCA is the sole supplier that could deliver the works as they are managed the Westside Metro Extension and would be best able to advise on how the U-Turn project interfaces with the current tram operation including risk mitigation. This requirement is not being tendered as this may result in different specifications to match the adjoining Metro scheme.</p> <p>WMCA is a certified signatory to the BBC4SR and will be required to produce actions proportionate to the value of this contract</p>
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for works, the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The service supports the Emergency Birmingham Transport Plan's aspirations to promote active travel and to reduce car usage, particularly through-trips for general traffic in the city centre.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for this service. However, the works will improve public transport (bus and tram) by restricting through-trips for general traffic.
What budget is the funding from for this service?	This is a named project within the Transport and Highways Capital Programme approved by Cabinet on 9 February 2021 and will be funded by 3 rd party contributions.
Proposed start date and duration of the new contract	The proposed start date is October 2021 for a duration of up to 2 months.

Title of Contract	Security Measures for Victims of Domestic Abuse
Director / Assistant Director	Julie Griffin, Assistant Director of Housing
Briefly describe the service required	<p>The provision of security measures to support the Sanctuary Scheme to enable the prevention of homelessness as a result of domestic abuse.</p> <p>A range of security measures e.g. replacement locks, panic alarms, fencing, fireproof letterbox, replacement doors to help those experiencing domestic abuse to stay in a settled home.</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract expired in March 2018 with the services been supplied under the terms and conditions of the expired contract.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the materials to be of the highest sustainable standard and the installation service to be delivered in a way that reduces or eliminate their carbon footprint, in particular with transport.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>There is no statutory duty to provide this service. However, the service supports:</p> <ul style="list-style-type: none"> • Increase safety and security for those experiencing domestic abuse • Reduce the need for those experiencing / at risk of domestic abuse to move away • Reduce homelessness • Reduce repeat victimisation
What budget is the funding from for this service?	This is funded from the Government Grants, Homelessness Prevention Grant and New Burdens Fund.
Proposed start date and duration of the new contract	The proposed start date is 1 st September 2021 for a period of 4 years.

Title of Contract	Prevention and Relief Service for Homeless Domestic Abuse Victims
Director / Assistant Director	Julie Griffin, Assistant Director of Housing
Briefly describe the service required	The service is to deliver prevention and relief services and to make recommendations to the Council regarding the discharge of the Council's homelessness prevention and relief statutory duties, specifically for those experiencing domestic abuse.
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a contract in place for this service. The service was delivered by Birmingham and Solihull Women's Aid and on a non-contract basis.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the service to be delivered in a way that reduces or eliminate their carbon footprint, in particular with transport where attendance at meetings is required.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service. However, this service will support the Council's discharge of homelessness prevention and relief statutory duties in accordance with the Homelessness Reduction Act 2017.
What budget is the funding from for this service?	This is funded from New Burdens Fund.
Proposed start date and duration of the new contract	The proposed start date is 1 st December 2021 for a period of 4 years.

Title of Contract	Holiday Activity & Food (HAF) Programme 2021
Director / Assistant Director	Assistant Director, Nigel Harvey-Whitten
Briefly describe the service required	<p>The Council has been allocated a grant of £8.1m to coordinate and facilitate healthy food and enriching activities to disadvantaged children aged 5-16 years in Birmingham who are eligible for Free School Meals. The funding is available for activities in the Easter, Summer and Christmas school holidays.</p> <p>We want children who attend to eat more healthily, be more active, take part in engaging and enriching activities, be safe and not to be socially isolated, have a greater knowledge of health and nutrition and be more engaged with school and other local services.</p> <p>The procurement will also be for delivery of support services such as Training, Consultation/Engagement, Reporting and Evaluation support, Food logistics and administration etc.,</p> <p>A number of complementary approaches will deliver these services. This procurement will also be for organisations to deliver activities that will provide greater scale than the grant allocation process described below.</p> <p>Alongside, but separate to this procurement, a Programme Management organisation is being procured via Open Procurement (value less than £500k approved via Cabinet Member report) to plan, prepare and coordinate the programme and ensure the timely delivery of the Summer programme. Contract variations of our existing arrangements with Leisure providers will ensure activities at our leisure facilities are in place. The Council's Early Years team will administer DfE monies through grants to out-of-school provision. Finally, a grant allocation process for the remaining DfE monies to be distributed amongst schools, SEND and voluntary organisations will be co-ordinated via a single contractor negotiation with the Council's voluntary sector partner (BVSC).</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing contractual arrangements in place.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the service to be delivered in a way that reduces or eliminate their carbon footprint, in particular with transport.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	No, this is the first time the Council has been directly awarded funds by the DfE to run holiday activity scheme at this scale.
What budget is the funding from for this service?	This is funded from the grant funding of £8.1m from the DfE.
Proposed start date and duration of the new contract	The proposed start date is 30th June 2021 to allow mobilisation to deliver the contracted activities during the summer and Christmas holiday periods.

Title of Contract	SCN - Major Adaptations for Housing
Director / Assistant Director	John Williams, Assistant Director Adult Social Care
Briefly describe the service required	The delivery of disabled adaptations to housing for vulnerable citizens in Birmingham. The types of adaptations include: Stairlifts, ceiling track hoists, level access showers, ramps etc
What is the proposed procurement route?	To enter into single contractor negotiations with Able Access UK Ltd, Dolphin Lifts Midlands Ltd, 3MS Gold Services Ltd, Bickford Construction, Eden Adaptations, Fortem Solutions Ltd, Goodwells Ltd, Hardyman Group Ltd, John Gillespie Contractors Ltd, Laker BMS Ltd, S Kitaure Construction and Wates Construction Ltd.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the equipment expires on 31 st August 2021 and the contract for building works expires on 30 th April 2022.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Single contractor negotiations are required with the existing providers to allow for the review of the DFG service to be completed and enable the expiry of both contracts to endco-terminus. The equipment requires a 12-month contract to be in place following the end of the current extension period in August 2021, The building works requires a 4-month contract to be in place. This will result in both contracts ending on 31 st August 2022. A decision has been taken to not retender the current contract following the end of the current extension periods, due to the anticipated changes expected from the DFG review. Conducting a procurement process will result in unnecessary costs being incurred for a short-term contract. The service providers will be required to produce additional actions to be added to their existing BBC4SR Action Plans.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated these works are not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in a way that reduces or eliminates their carbon footprint with sustainable materials and transport.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The provision of adaptations under the disabled facilities grant is a statutory duty for the Council under the Housing Grants Construction and Regeneration Act 1996.
What budget is the funding from for this service?	The budget for this contract is the DFG allocation which sits in the pooled Better Care Fund.
Proposed start date and duration of the new contract	The proposed start date is 1 st September 2021 for the equipment for a period of 1 year; and 1 st May 2022 for the works for a period of 4 months.

Title of Contract	Personal Protection Equipment and Workwear
Director / Assistant Director	Alison Jarrett, Assistant Director Development and Commercial Services
Briefly describe the service required	The supply of personal protective equipment (PPE) and workwear which includes clothing, footwear and accessories (such as ear protection) for Council departments.
What is the proposed procurement route?	There are a number of collaborative framework agreements available to opt into which include the Eastern Shires Purchasing Organisation framework, Yorkshire Purchase Organisation framework and Crown Commercial Service framework. It is proposed that following an options appraisal for the most suitable framework agreement to use by the Council and dependent on the framework protocol, a further competition exercise will be undertaken. Why is this not known at this stage?
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing agreement was awarded to Direct Corporate Clothing Ltd for 4 years commencing 1 st September 2014, approved via DPR. Due to the lack of available Procurement resource to undertake the tendering activity and the prioritisation of key Council projects over the renewal of PPE DCC has continued to provide the service in line with the terms and conditions of this contract.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated it is not suitable as it is a goods contract.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the services to be delivery in way that reduces or minimises their carbon footprint from a logistical perspective. The tender will also seek to explore if possible the use of PPE that has a low carbon manufacturing footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is a statutory duty to provide PPE under The Personal Protective Equipment at Work Regulations 1992 (as amended) to protect users from health and safety risks whilst at work.
What budget is the funding from for this service?	This spend is met from directorate, service budgets and schools' budgets.
Proposed start date and duration of the new contract	The proposed start date is 1 st September 2021 for a period of 4 years.

Title of Contract	Advice to Undertake Valuation, Negotiation & Completion of Commercial Lease Renewals & Rent Reviews
Director / Assistant Director	Kathryn James – Assistant Director, Property Services Growth
Briefly describe the service required	To undertake rental valuations of commercial properties and negotiate market value rentals to completion, for the Council's commercial portfolio.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Crown Commercial Services Estates Professional Services Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with BNP Paribas Real Estate Ltd will expire on 19 th May 2021.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not Applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated it is not suitable as additional capacity is required to support the internal resource.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the delivery of the service in way that reduces or eliminate their carbon footprint by encourage the promotion of agile/remote working; employing locally to reduce travel time of inspections; paperless communications/recycling of paper.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service will support the Council's Property Investment Strategy.
What budget is the funding from for this service?	This is funded from the Property Services, Property Strategy Investment Portfolio.
Proposed start date and duration of the new contract	The proposed start is 1st June 2021 for a duration of 3 years.

Title of Contract	Telephony Services
Director / Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>The provision of telephony services to support the Council's Voice Strategy. This will include Corporate Telephony, Contact Centre and Legacy Telephony Services.</p> <p>This will support the Council's initiatives for New Ways of Working and the review of Customer Services.</p>
What is the proposed procurement route?	<p>Until the design phase for all the IT security elements is complete and the packages of work are identified, it is not possible to confirm the actual procurement route to be used.</p> <p>However, a further competition exercise or direct awards will be undertaken using a collaborative framework agreement identified by CPS Officers as being suitable for this contract such as; Crown Commercial Service, ESPO, NHS Shared Business Services or other public sector frameworks.</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing corporate telephony contract is with Capita and is due to expire in March 2022. The legacy telephony services contract is with Virgin Media Business and is due to expire in March 2022. The Contact Centre contract is with Cirrus Response and due to expire in October 2022.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to be able to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The telephony solutions and the integration with Microsoft Teams will remove the requirement for staff to be office based. Therefore, reducing the requirement to travel.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service. However, this service supports the delivery of the Councils IT, and by extension Council services.
What budget is the funding from for this service?	This is funded from RF003 – IT&D Network Services.
Proposed start date and duration of the new contract	The proposed start date is 1 st October 2021 for a period of up to 5 years.

Title of Contract	Leisure Centre Management Software
Director / Assistant Director	Chris Jordan – Assistant Director Neighbourhoods
Briefly describe the service required	<p>A leisure activity booking management software for leisure centres across Birmingham.</p> <p>The software is installed and used across 23 sites, 22 leisure sites and 1 community centre.</p> <p>The software supports the following functions:</p> <ol style="list-style-type: none"> 1. Point of sale equipment 2. Courses/ activities management 3. Bookings including on site and online (self-serve) 4. Payments via multiple means (cash, card, direct debit, vouchers) 5. Business intelligence- report generating 6. Retention and profiling 7. Financial accounting and transfers 8. Stock control
What is the proposed procurement route?	A further competition exercise will be undertaken using the Crown Commercial Services G-Cloud 12 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing service is with Omnico Group Ltd which will expire 30 th September 2021.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to be able to produce this service.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to deliver this service. However, this service supports the delivery of the Council's IT and Council services.
What budget is the funding from for this service?	This is funded from the Neighbourhoods Leisure Budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st October 2021 for a period of 5 years with a break clause in Year 4 and 5.

Title of Contract	SCN - IBM Software and Hardware Support Contract
Director / Assistant Director	Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	<p>The provision of a 24/7 technical telephone / onsite support and hardware maintenance on the IBM P- Series Servers. This service supports the Data Centre Hardware Maintenance and AIX Support Services for IBM Power Systems which is a critical service hosting the SAP, RBIS products.</p> <p>The continuation of the 3rd party support service provides 24/7 365 day per annum hardware maintenance for the legacy IBM P-series hardware.</p>
What is the proposed procurement route?	To enter into single contract negotiations with Blue Chip Customer Engineering Ltd in accordance with Part D of the Council's Constitution (paragraph 2.5 iv) in conjunction with regulation 32.2(b)(ii) and or (iii) of the Public Contract Regulations (PCR) 2015.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing Hardware Maintenance (17648) and Support (17647) contract will expire 30 th April 2021.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The contract is required whilst the final datacentre migrations from the legacy hardware are completed. To advertise this requirement in the open marketplace would not be a suitable solution, changing vendors at this time could cause critical system issues and risk to the delivery of Council services.</p> <p>Due to the criticality of the support service this is the only vendor that can meet the Council's requirements for the duration without a significant cost increase and risk to the Council's data centre migration and IT Services.</p> <p>Blue Chip Customer Engineering Ltd will be required to be certified to the BBC4SR and produce commitments proportionate to the estimated value to the supplier of the contract.</p>
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to be able to produce this service.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service. However, without the on-going Support and Maintenance service a hardware failure will impact several key critical services utilised to provide statutory services to the citizens of Birmingham.
What budget is the funding from for this service?	This is funded from IT&D Infrastructure Budget code RF028.
Proposed start date and duration of the new contract	The proposed start date is 1 st May 2021 for a maximum of 18 months.

Title of Contract	Delivery Partner for the Commonwealth Games (CWG) and Perry Barr Regeneration Scheme (PBRs)
Director / Assistant Director	Craig Cooper – Programme Director, Commonwealth Games 2022
Briefly describe the service required	<p>There is a requirement for services to manage and integrate the CWG capital projects and the PBRs that sit under the remit of the CWG Capital Programme Board and PBRs Programme Board respectively to which the Council is chair. These are:</p> <ul style="list-style-type: none"> • Development of the Alexander Stadium • Construction of the Sandwell Aquatics Centre • PBRs • Public Realm and other venue developments <p>The professional services required will include:</p> <ul style="list-style-type: none"> • Strategic Advice • Governance and Reporting • Integration and Co-ordination of Capital Projects • Cost and Value Management • Risk and Issue Management • Change and Document Control • Programme Assurance <p>The Department for Digital, Culture, Media and Sport (DCMS) has requested the continuation of the services currently delivered that has resulted in the requirement to enter into a new contract.</p> <p>Turner & Townsend is a certified signatory to the BBC4SR and will be required to produce commitments proportionate to the value of this contract.</p>
What is the proposed procurement route?	A direct award using the CCS PMDS Framework Agreement Individual work packages will be drawn down from this contract on an annual basis or more frequently as changing requirements emerge, within the overall identified funding available for this work.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A call-off contract using the Crown Commercial Services Project Management and Design Services (CCS PMDS) Framework Agreement was awarded to Turner & Townsend Project Management Services Ltd commencing 29 th November 2019 for a period of 3 years, approved via DPR. The value of this contract has been exhausted.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money (vfm) and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as this CWG is a one-off complex programme that does not lend itself to being solely delivered in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the delivery of the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory service to provide this service. However, external professional services are required to support the Council's delivery and responsibility for the capital projects for the 2022 Commonwealth Games and the PBRs.
What budget is the funding from for this service?	Funding is in part from the existing approved CWG Delivery Team and PBRs revenue budgets. A substantial proportion of the funding is a grant from the DCMS, with the value of such funding confirmed annually.
Proposed start date and duration of the new contract	The proposed start date is no later than June 2021 for a period of up to 2 years.

Title of Contract	Consultancy Support the delivery of the Council's New ERP System (PQ0266)
Director / Assistant Director	Rebecca Hellard – Chief Finance Officer
Briefly describe the service required	An Oracle Fusion Project advisor to act as their intelligent client and lead the ERP project, support the resolution of issues and develop and manage the delivery of the solution within agreed timescales. This project involved development of a rebaselined programme plan, implementation of improved governance, more rigorous supply chain management and supporting the transition of Council's existing supplier base to the oracle solution.
What is the proposed procurement route?	A direct award will be undertaken using the Crown Commercial Services G-Cloud framework following suitability shortlisting.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to provide this service
How will this service assist with the Council's commitments to Route to Zero?	As this is a fixed term agreement for consultancy and there are no detrimental environmental impacts of this award. Consequently, this agreement will not need to assist with the Council's Route to Zero commitments.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>The Council has statutory obligations under Section 151. More specifically the obligations of a CFO to ensure good financial management to safeguard value for money and operate a fit for purpose Finance service.</p> <p>The required services will ultimately support the Council's financial report requirements including the production of the Statement of Accounts, adherence to accounting standards and unqualified audit opinions through effective and timely implementation of the ERP system</p>
What budget is the funding from for this service?	The requirement will be funded from the ERP programme budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st June for a period of 14 months

Title of Contract	Legal Advice to Support the Development of the Future Waste Strategy
Director / Assistant Director	Darren Share – Assistant Director, Street Scene
Briefly describe the service required	<p>There is a requirement for external legal advice to support the in-house legal team for the development of the future waste strategy and the procurement for the management and disposal of waste. The legal advice is for the transitional recycling and resource management contract (Transitional Contract).</p> <p>The complexity of the service and regulatory requirements relating to waste disposal mean that the required specialised legal resource is not available internally. The City Solicitor is in agreement for external legal advice to be engaged.</p> <p>Bevan Brittan LLP has been providing legal advice to the waste programme and have done so since its inception in 2016. The value of the contract with the provider has been exhausted due to unforeseen delays with responding to stakeholder engagement and the additional complexities encountered with the innovative nature of the replacement contract, hence the requirement for further support. The services will be called off as and when required subject to satisfactory performance and budget availability, managed by the Assistant Director, Street Scene.</p>
What is the proposed procurement route?	A direct award to Bevan Brittan LLP using the Crown Commercial Services Wider Public Sector Legal Services Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	<p>The current contract was awarded to Bevan Brittan LLP and expires in March 2024.</p> <p>An interim PPAR for a Direct Award request was approved by Cabinet on 8th September 2020. The PPAR stated there would be a further request for funding for the remaining three years once budget had been secured.</p>
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The service will provide the advice to support the development that is being constructed to the latest environmental standards.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for this service. However, it supports the Council's statutory duty as a Waste Disposal authority to arrange for the disposal of certain specified categories of waste in its area in accordance with Section 51 Environmental Protection Act 1990.
What budget is the funding from?	This is funded from the Waste Strategy budget.
Proposed start date and duration of the new contract	The proposed start date is May 2021 for a duration of 3 years.