

Birmingham City Council

Report to Cabinet

Date: 18th May 2021



Subject: **PLANNED PROCUREMENT ACTIVITIES (JUNE 2021 - AUGUST 2021) AND QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2021 – MARCH 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 June 2021 – August 2021 and all contract award decisions made under Chief Officer's delegation during the previous quarter. 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.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period January 2021 – March 2021.

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period June 2021 – August 2021 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period January 2021 – March 2021 as detailed in Appendix 4.
- 2.3 Notes the addition to the planned procurement activities where there is a change as set out in the original Planned Procurement Activities Report as detailed in Appendix 5 .

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.
- 3.8 Award decisions made under Chief Officers delegation during the period January 2021 – March 2021 is shown in Appendix 4.

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

- 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 June 2021 – August 2021
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information
- 4. Appendix 4 – Quarterly Contract Award Schedule January 2021 – March 2021

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JUNE 2021 – AUGUST 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	SCN - Schools Catering Management Solution Service	TBC	A software service to provide transactional information and stock refurbishments requirements via the Electronic Data Interchange for the Council's catering service to schools. The information is used to capture purchase to payment services from the schools through to the suppliers, providing the trading data between the Council's City Serve team and local schools.	2 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch / Julie Brown / Dale Wild	21/06/2021
Approval to Tender Strategy	Technical Waste Engineering Services	TBC	There is a requirement for a technical engineering service to support Waste Management Services. The services required include but not limited to: •Engineering support; •Operational safety and environmental compliance; •Technical advice to support procurement activities related to waste services; and •Provide technical support to the Waste Management Services in its general contract management activities.	4 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chuhan	01/08/2021
Strategy / Award	Telecare Services	TBC	There is a requirement for various technology enabled care and associated ancillary equipment to enable vulnerable adult citizens to live safe, healthy, happy independent lives within their own homes or supported living which can improve the quality and efficiency of care to maintain their well-being, maximise their independence, and reduce their need for the delivery of intrusive care and support services. The equipment includes telecare alarm units / devices and pagers, movement detectors / sensors GPS devices, telecare mobile phones, environmental devices.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Tracy Lee / Dean Billingham	21/06/2021
Strategy / Award	Card Payment Processing Service for the Clean Air Zone	TBC	The Council requires a service to process payments through the Gov.UK payment interface in relation to Clean Air Zone charges.	6 years	Inclusive Growth	Transport and Environment	Simon Ansell	Will Brown	28/05/2021
Strategy / Award	Direct Debit Payment Processing Service for the Clean Air Zone	TBC	The Council requires a service to process direct debit payments in relation to Clean Air Zone charges.	2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Will Brown	28/05/2021
Approval to Tender Strategy	Moseley Road Baths Refurbishment Works	TBC	There is a requirement for further renovation works. The works consists of the following: •The stripping out and re-roofing of the pitched slate roofs over the Board Room and manager's flat •Associated rainwater and gutter repairs •Repair of the front façade •Making good of internal historical finishes •The repair of the stained-glass windows •Lighting and electrical upgrades.	7 months	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Laura Denham / Stuart Follows	21/06/2021
Approval to Tender Strategy	Provision of IT Equipment for Digital Inclusion	TBC	The provision of a managed service loaning IT equipment for service users of the PURE Project. There will be a range of equipment and software purchased by the provider as specified by the Council. The equipment will loaned out to support citizens who are far away from the employment and training.	2 years, 2 months	Adults Social Care	Adults Social Care and Health	Mark Astbury	Tabriz Hussain / Marie Kennedy	21/06/2021
Strategy / Award	Enterprise Resource Planning (ERP) Data Migration Service	TBC	To deliver data migration services to enable the delivery of a fully integrated ERP solution by the appointed system integrator with an anticipated go live date of April 2022.	7 months	Finance and Governance	Finance and Resources	Lee Bickerton	Claire Penny	01/07/2021
Strategy / Award	Integration Upgrade Works at Alexander Stadium	TBC	To support the redevelopment of the Alexander Stadium, there is a requirement for integration works to ensure that new and existing parts of the stadium operate effectively as a single facility including completing incidental works associated with the East Stand. These will support the Council's responsibilities for the stadium for the Commonwealth Games 2022 and its legacy.	10 months	Commonwealth Games	Leader	Guy Olivant	Dave Waggy / Charlie Short	21/06/2021
Strategy / Award	Construction Defect Period Enhanced Service Level	TBC	To support the redevelopment of the Alexander Stadium, there is a requirement for the provision of enhanced service levels during the first part of the defects period to meet the Council's obligations under the Host City contract and to ensure the operational efficiency is maximised for the stadium and the surrounding site during games-time. These will support the Council's responsibilities for the stadium during the Commonwealth Games 2022.	7 months	Commonwealth Games	Leader	Guy Olivant	Dave Waggy / Charlie Short	01/07/2021
Single Contractor Negotiation	SCN - Alexander Stadium Post-Games Reinstatement Works	TBC	Following the conclusion of the Commonwealth Games 2022, works will be required to reinstate the site (including potential lighting and hard landscaping works) to deliver planned legacy stadium in accordance the approved business case and planning consent.	9 months	Commonwealth Games	Leader	Guy Olivant	Dave Waggy / Charlie Short	01/08/2021
Strategy / Award	Design and Delivery of the Corporate Landlord Initiative	TBC	An advisory service to support the visioning, scoping, design and delivery of a Corporate Landlord function to include the identification and amalgamation of property budgets, the creation of a new structure and identification, amalgamation of human resources, selection of delivery models for Facilities Management, internal engagement with stakeholders and the creation of suitable Service Level Agreements (SLA) with occupying Services as appropriate.	1 year	Inclusive Growth	Deputy Leader	Simon Ansell	Eden Ottley / Charlie Short	21/06/2021

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 18th MAY 2021**

Title of Contract	SCN - Schools Catering Management Solution Service
Director / Assistant Director	Alison Jarrett. Assistant Director, Commercial and Development Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	A software service to provide transactional information and stock refurbishments requirements via the Electronic Data Interchange for the Council's catering service to schools. The information is used to capture purchase to payment services from the schools through to the suppliers, providing the trading data between the Council's City Serve team and local schools.
What is the proposed procurement route?	To enter into single contractor negotiations with CIVICA.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The initial contract term of 3 years expiring on 30/06/2021.
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)?	<p>The contract is required for a further period whilst the full business requirements are considered for the future service provision for schools. The roll out of a replacement contract requires a significant lead time to implement therefore a period of 2 years is required. 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 the Council's service to schools.</p> <p>CIVICA 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 expertise to create this software solution.
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, the software solution supports City Serve with their service to provide school meals.
What budget is the funding from for this service?	This is funded from the IT&D Operations – Application Support budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st July 2021 for a period of 2 years.

Title of Contract	Technical Waste Engineering Services (P0775)
Director / Assistant Director	Darren Share, Assistant Director Street Scenes
Briefly describe the service required	<p>There is a requirement for a technical engineering service to support Waste Management Services.</p> <p>The services required include but not limited to:</p> <ul style="list-style-type: none"> • Engineering support; • Operational safety and environmental compliance; • Technical advice to support procurement activities related to waste services; and • Provide technical support to the Waste Management Services in its general contract management activities.
What is the proposed procurement route?	An open framework agreement 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?	This is a new requirement.
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)?	Not applicable.
Has the In-House Preferred Test been carried out?	The in-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery in-house due to a lack of capability and skills.
How will this service assist with the Council's commitments to Route to Zero?	This service can support any developments that are being constructed to ensure that they meet 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 for this service?	This is funded from the Waste Services approved budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st March 2022 for a period of four years.

Title of Contract	Telecare Services
Director / Assistant Director	Rob James, Acting Director Neighbourhoods
Briefly describe the service required	There is a requirement for various technology enabled care and associated ancillary equipment to enable vulnerable adult citizens to live safe, healthy, happy independent lives within their own homes or supported living which can improve the quality and efficiency of care to maintain their well-being, maximise their independence, and reduce their need for the delivery of intrusive care and support services. The equipment includes telecare alarm units / devices and pagers, movement detectors / sensors GPS devices, telecare mobile phones, environmental devices.
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?	Provides an innovative and strategic one-stop-shop sourcing solution minimising multiple deliveries across the City.
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, the Careline service is self-funded at current weekly charge of £2.82 by all vulnerable citizens accessing the service, this includes eligible against the Care Act Adult Social Care citizens, whom adults pay via an SLA the service charge to Careline to provide the Technology Enabled Care service.
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.
What budget is the funding from for this service?	This is funded from Carelines existing RHNCA J300 A00 and Sheltered Housing RHPBW J300 A00 budgets.
What is the proposed procurement route?	The products will be called off in accordance with the protocol of the Northern Housing Consortium's Technology Enabled Care Service Products Framework Agreement.
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)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 st July 2021 for a period of 4 years.

Title of Contract	Card Payment Processing Service for the Clean Air Zone
Director / Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>The Council requires a service to process payments through the Gov.UK payment interface in relation to Clean Air Zone charges.</p> <p>It is a mandatory requirement of Gov.UK that their payment services provider, Stripe Payments Europe Limited, is used for the processing of CAZ card transactions using their contract. No other payment services provider is permitted to be able to access Gov.UK's platform that integrates to the national payment portal for government transactions. The transactional volumes of a government contract provide rates significantly lower than a Council contract on its own would achieve.</p> <p>Stripe Payments Europe Limited will be required to be certified as a signatory to the Birmingham Business Charter for Social Responsibility and produce actions relevant to this contract.</p>
What is the proposed procurement route?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules with Stripe Payments Europe Limited under the terms of the GDS contract for payment processing
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements for this service.
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)?	Not applicable.
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 CAZ is a key component of the Council's Route to Zero plans. The payment of daily charges in relation to the CAZ encourages the use of compliant means of transport including public transport.
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, this service will be used to process payments for daily charges to collect CAZ revenue to support the requirements of the Ministerial Direction dated 11 th March 2019 to achieve air quality compliance.
What budget is the funding from for this service?	The service will be funded from the CAZ Operational Income budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st June 2021 for a period of 6 years in line with the GDS contract terms.

Title of Contract	Direct Debit Payment Processing Service for the Clean Air Zone
Director / Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>The Council requires a service to process direct debit payments in relation to Clean Air Zone charges.</p> <p>It is a mandatory requirement of the government's CAZ Service payment portal that their payment services provider, GoCardless Limited, is used for the processing of CAZ direct debit transactions using their contract. No other direct debit payment services provider is permitted to be able to integrate with the CAZ Service payment portal. The transactional volumes of a government contract provide rates significantly lower than a Council contract on its own would achieve.</p> <p>GoCardless Limited will be required to be certified as a signatory to the Birmingham Business Charter for Social Responsibility and produce actions relevant to this contract.</p>
What is the proposed procurement route?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules to GoCardless Ltd under the terms of the Department for Transport's contract for payment processing in relation CAZ charges.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements for this service.
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)?	Not applicable.
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 CAZ is a key component of the Council's Route to Zero plans. The payment of daily charges in relation to the CAZ encourages the use of compliant means of transport including public transport.
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, this service will be used to process direct debit payments for daily charges to collect CAZ revenue to support the requirements of the Ministerial Direction dated 11 th March 2019 to achieve air quality compliance.
What budget is the funding from for this service?	The service will be funded from the CAZ Operational Income budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st June 2021 for a period of 2 years in line with the Department for Transport's contract terms.

Title of Contract	Moseley Road Baths Refurbishment Works
Director / Assistant Director	Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>Further to the Moseley Road Baths – Project Update report to Cabinet on 17th November 2020, there is a requirement for further renovation works. The works consists of the following:</p> <ul style="list-style-type: none"> • The stripping out and re-roofing of the pitched slate roofs over the Board Room and manager's flat • Associated rainwater and gutter repairs • Repair of the front façade • Making good of internal historical finishes • The repair of the stained-glass windows • Lighting and electrical upgrades. • Temporary roofing
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 a one-off project.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the use of sustainable materials that best meet the standards set by Historic England with the minimisation of transportation to reduce the 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 provide this service. However, in order to assist the Moseley Road Baths Charitable Incorporated Organisation with successfully running the baths, the works are required to improve the building for public use.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off contract.
What budget is the funding from for this service?	This will be funded within the agreed £3m capital budget allocation.
What is the proposed procurement route?	An open procurement process below the works procurement threshold will be undertaken advertised in Contracts Finder and www.finditinbirmingham.com .
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)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is September 2021 for a period of 7 months.

Title of Contract	Provision of IT Equipment for Digital Inclusion
Director / Assistant Director	Louise Collett - Acting Director for Adult Social Care
Briefly describe the service required	<p>The provision of a managed service loaning IT equipment for service users of the PURE Project. There will be a range of equipment and software purchased by the provider as specified by the Council. The equipment will be loaned out to support citizens who are far away from the employment and training. The service will include:</p> <ul style="list-style-type: none"> • Purchase of the equipment • Distribution of the equipment • Physical and digital cleansing • IT support and guidance to service users <p>The service will be available to all PURE service users; there will be a need for specialist devices for individuals with visual and hearing impairments. There are currently 2046 PURE participants who may apply for this loan scheme; this figure will increase.</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?	This is a new contract.
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)?	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 a one-off project and there are not the capabilities and skills in-house to deliver.
How will this service assist with the Council's commitments to Route to Zero?	This service will assist the council's commitment to Route to Zero by allowing citizens to work/upskill and train from the comfort of their own home without having to leave their homes to go and access shared devices and internet hotspots. This will result in lowering the need for excessive travel and thus lowering the city's 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 provide this service. However, the service is required to be delivered as part of the PURE project. It also part addresses the wider remit of Digital Inclusion of which the Council is seeking to tackle across all areas of its services.
What budget is the funding from for this service?	The budget is funded from the PURE project budget with 50% match funding via grants from EU funds
Proposed start date and duration of the new contract	The proposed start date is 1 August 2021 for a duration of 26 months.

Title of Contract	Enterprise Resource Planning (ERP) Data Migration Service
Director / Assistant Director	Rebecca Hellard, Interim Chief Finance Officer
Briefly describe the service required	<p>To deliver data migration services to enable the delivery of a fully integrated ERP solution by the appointed system integrator with an anticipated go live date of April 2022.</p> <p>Following open competition Egress were appointed as the data migration partner for the IB ERP Programme in October 2019 called off from the Crown Commercial Services G-Cloud 10 Framework Agreement commencing 1st October 2019. Due to the IB ERP programme being delayed the contract with Egress needs to be extended beyond its current term. This will ensure business continuity for the delivery of the IB ERP programme</p> <p>Egress 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?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules 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 contract with Egress expires on 14 th October 2021.
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)?	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 eliminates their carbon footprint as appropriate.
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 is required to enable the successful delivery of the IB ERP programme.
What budget is the funding from for this service?	This is funded from IB ERP Programme budget.
Proposed start date and duration of the new contract	The proposed start date is 15 th October 2021 for a period of 7 months.

Title of Contract	Integration Works for the Alexander Stadium
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>To support the redevelopment of the Alexander Stadium, there is a requirement for integration works to ensure that new and existing parts of the stadium operate effectively as a single facility including completing incidental works associated with the East Stand. These will support the Council's responsibilities for the stadium for the Commonwealth Games 2022 and its legacy.</p> <p>These works will be required to be undertaken simultaneously with the construction of the new West Stand and the associated site improvements. The preferred solution is for the additional works to be undertaken by the existing contractor in order to minimise logistical, health and safety and technical challenges.</p> <p>McLaughlin & Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.</p> <p>Consultation with Acivico Ltd is underway on this approach.</p>
What is the proposed procurement route?	To undertake a variation under the terms of the existing contract.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 th May 2020.
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)?	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 redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is July 2021 for a period of 10 months.

Title of Contract	Construction Defect Period Enhanced Service Level
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>To support the redevelopment of the Alexander Stadium, there is a requirement for the provision of enhanced service levels during the first part of the defects period to meet the Council's obligations under the Host City contract and to ensure the operational efficiency is maximised for the stadium and the surrounding site during games-time. These will support the Council's responsibilities for the stadium during the Commonwealth Games 2022.</p> <p>The supplier, having built the new stand and developed the surrounding site, has familiarity its workings with the experience and ability to undertake the enhanced service levels without undermining any warranties.</p> <p>McLaughlin & Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.</p> <p>Consultation with Acivico Ltd is underway on this approach.</p>
What is the proposed procurement route?	To undertake a variation under the terms of the existing contract.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 th May 2020.
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)?	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 redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is April 2022 up to 7 months.

Title of Contract	SCN - Alexander Stadium Post-Games Reinstatement Works
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	Following the conclusion of the Commonwealth Games 2022, works will be required to reinstate the site (including potential lighting and hard landscaping works) to deliver planned legacy stadium in accordance the approved business case and planning consent. Consultation with Acivico Ltd is underway on this approach.
What is the proposed procurement route?	To enter into single contractor negotiations with McLaughlin & Harvey Ltd.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 th May 2020.
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)?	The supplier, having built the new stand and developed the surrounding site, has familiarity its workings with the experience and ability to reinstate the site protecting warranties and liabilities. Best value will be demonstrated by the avoidance of familiarisation costs or mobilisation, additional design and integration fees. The negotiations will include consideration to incorporate these additional requirements within the existing contract. McLaughlin & Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.
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 redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is September 2022 up to 9 months.

Title of Contract	Design and Delivery of the Corporate Landlord Initiative
Director / Assistant Director	Kathryn James – Assistant Director, Property Services
Briefly describe the service required	An advisory service to support the visioning, scoping, design and delivery of a Corporate Landlord function to include the identification and amalgamation of property budgets, the creation of a new structure and identification, amalgamation of human resources, selection of delivery models for Facilities Management, internal engagement with stakeholders and the creation of suitable Service Level Agreements (SLA) with occupying Services as appropriate.
What is the proposed procurement route?	A further competition exercise using the Council's Transportation and Development Professional Services Framework Agreement – Lot 1 Specialist (f) Project Management.
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 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 a way which reduces or eliminate the carbon footprint by encourage the promotion of agile/remote working; adopting the NWOW policies and practices, encouraging and promoting working locally to reduce travel time and emissions and creating facilities where paperless communications/recycling of paper are adopted.
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 Strategy and NWOW Transformational programme.
What budget is the funding from for this service?	The service is resourced from the Council's Transformational Programme and Invest to Save funding.
Proposed start date and duration of the new contract	The proposed start is 1st July for a duration of 12 months.

APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2021 – MARCH 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Go Live date
Delegated Award Report	Development of housing at Kestrel Avenue Lot 1 and Alum Drive Lot 2	P0606	For the construction and development of 8 properties at Alum Drive (4 properties) and Kestrel Avenue (4 properties).	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Emmanuel Igenozu / Marjill Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018. Cabinet Member report to the Leader and Cabinet Member for Finance and Resources "Full Business Case approval for Development of Housing at Kestrel Avenue" on 24th August 2020 Delegated Contract Award Report signed 11/12/2020.	J. Harper & Sons (Leominster) Limited	£1,406,280	Ian MacLeod / Alison Jarrett	14/12/2020
Delegated Award Report	Transition service for Young People	P0577A	There is a requirement to support the transition service for young people forms part of this wider commissioning model and aims to support young people by providing early and targeted support to aid recovery and resilience so that: • Needs are met before they escalate • Statutory or higher cost intervention are avoided or reduced • Outcomes for the individual are improved • The young person feels valued	4 years	Adult Social Care	Adult Social Care	Mark Astbury	Kalvinder Kohli / Marie Kennedy	Cabinet Report dated 16th April 2019 'Putting Prevention First: Commissioning & Procurement Strategies for Vulnerable Adults Housing and Wellbeing Services'. Delegated Award Report signed 12/01/2021.	St Basils	£1,599,516	Graeme Betts / Alison Jarrett	01/02/2021
Strategy / Award	Provision of Bulk Printing Services	P0659	The contract for BCC's bulk printing supports SAP Voyager, BIDS live, Northgate RBIS, Northgate Housing and DM360 systems.	5 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	David Waddington	Presented to Cabinet for info 15/09/2020. Strategy / Award Report signed 20/01/2021.	Capita Group Plc	£1,724,000	Peter Bishop / Alison Jarrett	01/04/2021
Delegated Award Report	Provision of Security Services	P0463	The Council requires the security services for its premises where there is not in-house provision available for areas including offices, depots, homeless centres, libraries, public buildings, commercial sites, car parks and other sites such as schools; The services include: • Guarding (both static and mobile patrols) • Open & Lock Services • Key Holding • Alarm Response Services	4 years	Finance & Governance	Deputy Leader	Simon Ansell	Angela Marsh / Marie Kennedy	Presented to Cabinet for info 26/03/2019. Approval to Tender Strategy Report signed 25/11/2019 and delegated the award to CO. Delegated Award Report signed 21/01/2021.	Lot 1- Transport/Vehicular/Plant/ Commercial/Void Premises & Lot 2- Specific Services Sites Profile Security Services Limited SSG Support Services Group Ltd	£9,200,000	Ian MacLeod / Alison Jarrett	01/02/2021
Strategy / Award	Financial Reporting - Delivery Support, Technical and Strategic Advice	QU443	There is a requirement for strategic and technical advice for financial reporting for the following areas, some of which are carried out internally currently: Page 2 of 8 • Co-ordinate and manage the closedown of financial accounts • Advice on accounting treatments of complex transactions • Knowledge transfer and building internal capacity • Training and development • Provide resilience in a period of change	2 years	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 26/01/2021.	KPMG LLP	£476,800	Rebecca Hellard	01/02/2021
Strategy / Award	Provision of Specialist Programme Advisory and Management Services for the 2022 Delivery Plan		Support the development of a range of Strategic Outline Business Cases • Support the development of a range of Full Business Cases • Support the development of portfolio and programme infrastructure to support the implementation of business cases • Provide specialist programme management support for New Ways of Working	4 months	Leader	Finance and Resources	Lee Bickerton	Gemma Malhi	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 03/02/2021.	Tile Hill Interim & Executive Recruitment Ltd	£205,000	Jonathan Tew / Alison Jarrett	08/02/2021
Strategy / Award	Capacity and Capability Support to Service Finance		The services required relate to support in the following areas: • Finance Improvement Programme • Oracle Fusion Cloud ERP Implementation Programme • Finance Service Engagement and Decision Making • Finance Target Operating Model	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Nick Coldicott	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 04/02/2021.	KPMG	£800,000	Rebecca Hellard	15/02/2021
Strategy / Award	Relocation Works for the Wholesale Market	P0735	For the supply and installation of storage cages for the retail market traders and for building works within the complex to enable these parts of the Birmingham Smithfield Development site to be cleared. The works are: • Supply and installation of 30 storage cages • Building Works □ Ground levelling to Rag Market car park □ Installation of frozen storage units □ Refrigerated storage units □ Two outdoor goods lift □ Fork lift truck parking space and charging point	2 months	Inclusive Growth	Leader	Guy Olivant	Marlene Slater / Charlie Short	Presented to Cabinet for info 10/11/2020. Strategy / Award Report signed 08/02/2020.	Graham Asset Management Limited	£733,749	Ian MacLeod / Alison Jarrett	10/02/2021
Delegated Award Report	Vehicle Scrappage Scheme - Concession	P0628	The CA2 Worker Vehicle Scrappage scheme requires the set up and administration of a supplier to establish a supply chain of car dealerships for the sale of compliant vehicles to eligible grant recipients, and car scrappage organisations to administer the scrappage of non-compliant vehicles.	3 years with option to extend for a further 2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Stephen Arnold / Siobhan McDonald	Cabinet The Full Business Case for the scheme was approved by the Cabinet Member for Transport and Environment, and the Cabinet Member for Finance and Resources, on the 21st December 2020. Approval to Tender Strategy Report signed 07/04/2020 and delegated the award to CO. Delegated Award Report signed 09/02/2021.	Motorpoint Limited	£17,200,000	Ian MacLeod / Alison Jarrett	01/03/2021

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Go Live date
Strategy / Award	Provision of Programme Management Services for the Birmingham 2022 Capital Programmes and Related Services		For the provision of a Project Director to provide programme management services to support the Council's responsibilities for the delivery of Commonwealth Games 2022 (CWG) capital projects, its legacy and the Perry Barr Regeneration Scheme.	3 years	Inclusive Growth	Leader	Guy Olivant	Mark Channon / Charlie Short	Presented to Cabinet for info 08/09/2020. Strategy / Award Report signed 12/02/2021.	Turner & Townsend Project Management Ltd	£1,000,000	Craig Cooper/ Alison Jarrett	14/02/2021
Strategy / Award	Grounds Maintenance- Hand-Held Equipment	PQ0263	The supply and delivery of a range of hand-held grounds maintenance equipment including strimmers, blowers, hedge cutters and associated power units for use by the Council's Parks section.	2 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Kevin Haynes / Andrea Webster	Presented to Cabinet for info 09/02/2021. Strategy / Award Report signed 24/02/2021.	Michell Diesel (T/A Turner Groundscare)	£200,887	Rob James / Alison Jarrett	01/03/2021
Delegated Award Report	Waste Specialist Owner's Engineer Services	P0728	For the provision of Specialist Owner's Engineer services to support with the redevelopment of the Council's Perry Barr waste disposal facilities.	3 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chuhan	Presented to Cabinet for info 15/12/2020. Single Contractor Negotiation signed 03/02/2021. Delegated Award Report signed 24/02/2021.	Fichtner Consulting Engineers Limited (Fichtner)	£330,516	Rob James / Alison Jarrett	25/02/2021
Strategy / Award	Provision of IT Hardware and Software Solution	P0743	Provision of IT hardware equipment (laptops, Monitors)and software licencing to enable the council to have an e-catalogue of standard approved equipment items.	5 years with a break clause in Years 3 and 4	Digital and Customer Services	Deputy Leader	Lee Bickerton	Sean Reuby	Presented to Cabinet for info 10/11/2020. Strategy / Award Report signed 25/02/2021.	XMA Limited	£9,000,000	Peter Bishop / Alison Jarrett	01/04/2021
Delegated Award Report	Professional Services for the Refurbishment of Moseley Road Baths	P0713	There is a requirement for professional services to support the capital renovation programme for the baths. The following services are required: • Conservation Architecture and Design Services • Project Management • Cost Control • Health and Safety Advisory • Structural Engineering • Mechanical and Electrical Engineering	3 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Dave Wagg / Stuart Follows	Presented to Cabinet for info 21/07/2020. Approval to Tender Strategy signed 07/01/2021 and delegated the award to CO. Delegated Award Report signed 08/03/2021.	Donald Insall Associates Ltd	£446,199	Rob James / Alison Jarrett	15/03/2021
Strategy / Award	Professional Programme Advice and Support for the Development of a range of Strategic and Full Business Cases		To provide professional programme advice and support, including operational programme, project management support as well as periodic specialist technical / operational support as required to meet the timescales for development of the required business cases.	5 months	Inclusive Growth	Leader	Simon Ansell	Gemma Malhi	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 12/03/2021.	Inner Circle Consulting Ltd	£1,200,000	Ian MacLeod / Alison Jarrett	15/03/2021
Delegated Award Report	Provision of SAP Business Process Automation		For the provision of SAP Business Process Automation software.	3 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	David Waddington	Cabinet Report for SAP Business Process Automation software, approved 01/02/2021. Delegated Award Report signed 17/03/2021.	Softcat Ltd	£372,000	Peter Bishop / Alison Jarrett	17/03/2021
Strategy / Award	Operational and Strategic Taxation Advice	PQ0179	For the provision of operational and strategic taxation advice.	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 13/02/2018. Strategy / Award Report signed 27/04/2018. Delegated Extension Award Report signed 18/03/2021.	PricewaterhouseCoopers LLP	up to £246,980	Rebecca Hellard	07/06/2021
Delegated Extension Award	Clearing Banking Services	P0139	The Council and its wholly owned companies cannot function without banking services as they are essential to Council operations including payments to staff, the City's vulnerable citizens, income collection and making payments to its entire supply chain.	2 years	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 08/09/2020. Single Contractor Negotiation signed 05/02/2021. Delegated Award Report signed 19/03/2021.	Barclays Bank Plc	£300,000	Rebecca Hellard	01/04/2022
Strategy / Award	Advisory and Management Services to support Perry Barr 2040		There is a requirement for advisory and management services to support the Perry Barr 2040 programme. The services to be undertaken include: •Commercial, viability and asset management advice •Project management and advice to support the development of a Masterplan and Regeneration framework for the area, which will feed into a delivery plan for the PB2040 programme. •Support for the progression of the PB2040 programme to OBC stage.	6 months	Inclusive Growth	Leader	Guy Olivant	Rebecca Farr / Charlie Short	Presented to Cabinet for info 09/02/2021. Strategy / Award Report signed 26/03/2021.	Ove Arup & Partners Ltd	£395,830	Ian MacLeod / Alison Jarrett	29/03/2021
Delegated Award Report	Interim Programme Director for the Smithfield Regeneration Scheme		The Council will enter into a Joint Venture Agreement (JVA) with Lendlease for Birmingham Smithfield in early 2021.	1 year	Inclusive Growth	Leader	Simon Ansell	Marlene Slater / Charlie Short	Presented to Cabinet for info 19/01/2021. Single Contractor Negotiation signed 18/03/2021. Delegated Award Report signed 26/03/2021.	Richard Brown Property Consultancy Ltd	£200,000	Ian MacLeod / Alison Jarrett	01/04/2021
Delegated Award Report	Public Liability, Employers Liability, Motor, Leaseholders, Fire, Industrial and Commercial, Property Terrorism, Engineering Inspection and Fidelity Guarantee Insurance Policies		For the provision of insurance protection against the major insurable risks arising from the Council's activities.	12 months	Finance and Governance	Finance and Resources	Lee Bickerton	Matthew Davis	Presented to Cabinet for info 09/02/2020. Single Contractor Negotiation signed 18/03/2021. Delegated Award Report signed 26/03/2021.	1) Griffiths and Armour for Public Liability Policy 2) Zurich Municipal for Employers Liability Policy 3) Zurich Municipal for Motor Policy 4) Alford Burton for Leaseholders Policy 5) Zurich Municipal for Fire Policy 6) Zurich Municipal for Industrial/Commercial Policy 7) Charles Taylor for Property Terrorism Policy 8) Zurich Municipal for Engineering Inspection Policy 9) Zurich Municipal for Fidelity Guarantee Policy Total £3,307,434	£706,126 £221,775 £246,485 £706,126 £445,550 £368,270 £259,664 £244,279 £109,159 Total £3,307,434	Rebecca Hellard	01/04/2021
Delegated Award Report	Demolition and associated works of Pershore Street Multi-storey Car Park - Moat Lane and Manor House, Moat Lane	13288	Demolition and associated works of demolition and associated works of Pershore Street and Moat Lane Multi-Story Car Parks and Manor House, Moat Lane.	8 months	Inclusive Growth	Leader	Guy Olivant	Marlene Slater / Charlie Short	The Wholesale Market and Adjacent Area Asset Management Procurement Strategy report approved the commencement of the procurement activity and delegated the award of the contract approved by Cabinet on 08/09/2020. Delegated Award Report signed 29/03/2021.	Eiford Demolition and Remediation Limited	£977,050	Ian MacLeod / Alison Jarrett	06/04/2021