

# Birmingham City Council

## Report to Cabinet

Date: 14<sup>th</sup> February 2023



**Subject:** KEY DECISION PLANNED PROCUREMENT ACTIVITIES (MARCH 2023 – MAY 2023) AND QUARTERLY CONTRACT AWARDS (OCTOBER – DECEMBER 2022)

**Report of:** ASSISTANT DIRECTOR – PROCUREMENT

**Relevant Cabinet Member:** Councillor Yvonne Mosquito, Finance and Resources

**Relevant O &S Chair(s):** Councillor Akhlaq Ahmed, Chair of Resources O & S

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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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010953/2023		
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 March 2023 – May 2023 which are key decisions 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 October 2022 – December 2022.

## **2 Recommendations**

- 2.1 To approve the planned procurement activities as set out in Appendix 1 and approve Chief Officer delegations, set out in the Constitution, for the subsequent decisions around procurement strategy.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period October 2022 – December 2022 as detailed in Appendix 4.

## **3 Background**

- 3.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process.
- 3.2 At the 12<sup>th</sup> July 2022 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 for key decisions 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.
- 3.3 In line with the Procurement and Contract Governance Rules 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.
- 3.4 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold £177,897.50 (excluding VAT) and £10m (excluding VAT) for key decisions. 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.
- 3.5 It should be noted that the procurement threshold has changed from £189,330 to £177,897.50 (excluding VAT) and applies from 1st January 2022 for a period of 2 years.
- 3.6 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.
- 3.7 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.

- 3.8 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 options considered are:

- To identify specific individual procurements as listed in appendix 1 for further consideration, along with clear reason(s) for such additional consideration, to Cabinet around the procurement strategy and contract award .
- To approve the planned procurement activities for all the projects listed in appendix 1 and approve Chief Officer delegations as set out in the Constitution, for the subsequent decisions around procurement strategy and contract awards.– 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 Members should note that in respect of any procurement projects which are sought to be referred back to Cabinet for further considerations these may impact on timescales around the delivery of those projects.

6.2 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 Members are reminded that as a Local Authority the Council has specific duties under public sector procurement, specifically the Public Contract Regulations 2015.

7.2.2 Specific details of any implications related to public sector procurement Regulations are set out- in the individual reports appended to this report.

### **7.3 Financial Implications**

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

7.3.2 Any cashable savings generated as a result of the procurement exercises are detailed in Appendix 2 to the delivery of procurement related savings and be removed from Directorate where identified in addition to the existing service area savings target as set out in the Medium-Term Financial Plan (MTFP) in line with the principles to treatment of identified savings against third party contracts as agreed by CLT on 24th January 2022.

### **7.4 Procurement Implications (if required)**

7.4.1 As noted under the Legal Implications the Council has a duty to ensure that public sector procurement activity is in line with public sector legislation, specifically the Public Contracts Regulations 2015.

7.4.2 For each of the individual projects the specific procurement implications associated to the legislation are set out and 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 which should also give consideration to application of Equality Impact Assessments in line with Council Policy

## **8 Background Documents**

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

- 1. Appendix 1 - Planned Procurement Activity March 2023 – May 2023
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information
- 4. Appendix 4 – Quarterly Awards Schedule (October 2022 – December 2022)

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (MARCH 2023 – MAY 2023)

No.	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
1	Strategy / Award	Refurbishment Works for the Relocation of the Control Centre	TBC	To facilitate the move for the Control Centre which contains the Close Circuit Television, Emergency Planning and Urban Traffic Control equipment and offices from Lancaster Circus to Priestley Wharf, there is a requirement for the refurbishment of the facilities and moving of the equipment and re-installation.	Up to 6 months	Digital and Customer Services	Deputy Leader	Lee Bickerton	Juliana Clark / Charlie Short	13/03/2023
2	Strategy / Award	A managed service provider to support transformation of BCC and deliver savings efficiencies and opportunities	TBC	To support the scoping, planning and development of transformation and improvement architecture. This contract seeks to establish a more efficient and effective way of sourcing support, specialist resources and expertise over a number of years. It will enhance delivery capacity and allow the Council to have a coherent overview of all the resources engaged on transformation and improvement. It will further ensure the resources are managed accordingly, whilst ensuring value for money and successful achievement of deliverables and outcomes.	4 years	Council Management	Finance and Resources	Lee Bickerton	Gemma Malhi / Stuart Follows	13/03/2023
3	Approval to Tender Strategy	Landscape Construction Framework Agreement 2023 - 2027	TBC	The provision of landscape construction works in parks and on land owned by the Council. The type of works will include construction of new paths and resurfacing of existing paths; planting trees, hedges and shrubs; construction of play areas and multi-use games areas; installation of drainage, street furniture, signage and fencing. Repair and maintenance of playground equipment.	4 years	City Operations	Environment	Carl Tomlinson	Cigdem Jains / Charlie Short	01/04/2023
4	Strategy / Award	Technical Professional Services for the HS2 Readiness Programme	TBC	The requirement is for the technical professional services to support with the development of the HS2 Readiness Programme (the Moor Street and One Station public realm, active travel and public transport enhancements) including; <ul style="list-style-type: none"> <li>•Business Case and Consultation Support</li> <li>•Preliminary and Detailed Design</li> <li>•Principal Designer role under CDM regulations</li> <li>•Surveys, Inspections and Testing</li> <li>•Contract documents and Procurement Support</li> </ul>	2 years	Place, Prosperity & Sustainability	Transport	Azhar Rafiq	Hannah Willetts / Charlie Short	27/03/2023
5	Strategy / Award	Neighbourhood Integration – Programme Support	TBC	To support the continued development and implementation of multi-agency neighbourhood working in the local health and social care system. This will include: <ul style="list-style-type: none"> <li>•Project management for the NI programme;</li> <li>•Working with 5 existing neighbourhood test teams to design and iterate new ways of integrated working across health and social care;</li> <li>•Managing the change process across multi-agency teams;</li> <li>•Managing stakeholder relationships;</li> <li>•Ensuring reporting and accountability through to Integrated Care System Place governance arrangements;</li> <li>•Establishing baselines and measuring impact and benefits of new ways of working.</li> </ul>	6 months	Adult Social Care	Health and Social Care	Yusef Shaibu	Michael Walsh / Mike Smith	13/03/2023
6	Strategy / Award	Provision of waste sacs and associated services	TBC	For the provision of various refuse sacs.	4 years	City Operations	Environment	Carl Tomlinson	Leslie Williams / Marta Peka	13/03/2023
7	Strategy / Award	Provision of Street Cleaning Machines	TBC	For the provision of street cleaning machines hire, maintenance and associated services.	3 years	City Operations	Environment	Carl Tomlinson	Leslie Williams / Marta Peka	13/03/2023
8	Strategy / Award	Provision of Rateable Value identification data to maximise Business Rate Retention and forecast business rates income	P0415	The provision of data to generate additional business rates income; maximising revenue for the local authority by identifying new and altered properties onto the Valuation Office rating list. In addition, the provision of rating list analysis and ad-hoc NNDR consultancy.	4 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Jonathan Woodward / Stewart Loundes / Richard Tibbatts	13/03/2023
9	Strategy / Award	New Ways of Working (NWOW) – Procurement of collaboration and specialist supply furniture, delivery, installation and removal of excess office furniture	TBC	The New Ways of Working Programme (NWOW) is the means to bring together, build upon, and accelerate existing work on developing agile working and a modern workplace. As part of this programme, we will seek to maximise property assets and reimagine the office spaces to meet the need for collaboration and innovation in our remaining estate. This initiative is seeking to procure collaboration and specialist furniture as BCC do not have in our estate and the sustainable removal of excess furniture as a result of exit from Lancaster Circus and remodelling of Woodcock Street. Also, this will support the relocation of critical services CCTV, Emergency planning and UTC to new location.	1 year	Digital and Customer Services	Deputy Leader	Lee Bickerton	Juliana Clark / Jose Vitoria	13/03/2023
10	Strategy / Award	UI Path Delivery Partner	TBC	Robotic Process Automation (RPA) enables a business process to be configured and scripted to emulate human actions (such as keystrokes/ extraction of data etc) to drive efficiency in the business and allow staff to focus on more value-adding activities.	4 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Gary Hurdman / Jamie Parris	13/03/2023

## APPENDIX 2

### BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 14<sup>th</sup> February 2023

<b>Title of Contract</b>	<b>Refurbishment Works for the Relocation of the Control Centre</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Peter Bishop, Director, Digital & Customer Services <b>Client Officer:</b> Juliana Clark, Programme Manager, New Ways of Working <b>Procurement Officer:</b> Charlie Short, Procurement Manager
Briefly describe the service required	To facilitate the move for the Control Centre which contains the Close Circuit Television, Emergency Planning and Urban Traffic Control equipment and offices from Lancaster Circus to Priestley Wharf, there is a requirement for the refurbishment of the facilities and moving of the equipment and re-installation.
What is the proposed procurement route?	A call off using the AEC Neutral Vendor Framework for Multi-Specialism Services in accordance with its protocol.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off requirement.
Will any savings be generated?	No savings will be generated from this procurement process for a one-off works project.
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 a construction project.
How will this service assist with the Council's commitments to Route to Zero?	The works will be undertaken using the most up-to-date sustainable materials.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The refurbishment of the offices will be inclusive available to all sections of the community.
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 works support the relocation of the Control Centre (Close Circuit Television, Emergency Planning and Urban Traffic Control services with 24/7 operation) as Lancaster Circus is not an operational building for the Council.
What budget is the funding from for this service?	The scheme is funded from the New Ways of Working budget approved by Cabinet in July 2021.
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a construction period of up to 6 months.

<b>Title of Contract</b>	<b>A managed service provider to support transformation of BCC and deliver savings efficiencies and opportunities</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Rebecca Hellard, Strategic Director Council Management <b>Client Officer:</b> Meena Kishinani Interim Transformation Director, Nic Fell, Interim Portfolio Lead and Alison Jarrett, Assistant Director Commercialism <b>Procurement Officer:</b> Stuart Follows, Assistant Category Manager
Briefly describe the service required	To support the scoping, planning and development of transformation and improvement architecture. This contract seeks to establish a more efficient and effective way of sourcing support, specialist resources and expertise over a number of years. It will enhance delivery capacity and allow the Council to have a coherent overview of all the resources engaged on transformation and improvement. It will further ensure the resources are managed accordingly, whilst ensuring value for money and successful achievement of deliverables and outcomes.
What is the proposed procurement route?	The proposed route to market will be a direct award via a compliant national managed service provider framework agreement dependent on the best fit for the purposes of the requirements. The Council would contract with a managed service provider and via them decide the most effective range of delivery partners to use. The choice of supplier will involve social value for the period of the contract.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
Will any savings be generated?	The various delivery suppliers that will be sourced through this contract will be supporting and driving delivery of savings through the transformation programme and MTFP.  The work undertaken by the various delivery suppliers has the potential to identify additional savings.
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 there is not the resources within the Council to provide these services
How will this service assist with the Council's commitments to Route to Zero?	The managed service provider and supporting suppliers will be required to demonstrate how their proposed solution will assist in reducing their carbon footprint in their submission to be evaluated as part of the process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Work delivered as part of this contract will support and impact on EBEB as this is a programme within the transformation programme.  Delivery of the EBEB action plan is part of the wider transformation programme that this contract will support. In addition, new work packages delivered using this contract will be aligned with the principles of EBEB.
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 contract seeks to establish a more efficient and effective way of sourcing support, specialist resources and expertise over a number of years. It will enhance delivery capacity and allow the Council to have a coherent overview of all the resources engaged on transformation and improvement. It will further ensure the resources are managed accordingly, whilst ensuring value for money and successful achievement of deliverables and outcomes.
What budget is the funding from for this service?	This is funded from Delivery Plan Reserve.
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 4 years.

<b>Title of Contract</b>	<b>Landscape Construction Framework Agreement 2023 - 2027</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Mark Wiltshire, Interim Strategic Director of City Operations <b>Client Officer:</b> Robert Churn, Head of Landscape and Development <b>Procurement Officer:</b> Charlie Short, Procurement Manager
Briefly describe the service required	The provision of landscape construction works on land owned by the Council and repairs and maintenance works in parks, playgrounds and allotments. The type of landscape construction works include construction of new paths and resurfacing of existing paths; planting trees, hedges and shrubs; construction of play areas and multi-use games areas; installation of drainage, street furniture, signage and fencing. The repairs and maintenance works include small scale surfacing repairs, replacement of play equipment, repairing park boundaries and drainage works. The framework agreement will be made available for other public sector bodies to access.
What is the proposed procurement route?	An open procurement process will be undertaken advertised in the Find a Tender, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> .
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing framework agreement commenced on 25 <sup>th</sup> November 2019 for a period of 4 years expiring on 24 <sup>th</sup> November 2023.
Will any savings be generated?	No cashable savings will be generated from this procurement process.
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 capacity is not available in house.
How will this service assist with the Council's commitments to Route to Zero?	The provision of landscape improvement works with new tree planting and biodiversity enhancement will help to deliver the ambitions set out in the Carbon Roadmap, where the City Council is committed to a 60% carbon reduction by 2027. The proposals will help to deliver the Birmingham and Black Country Nature Improvement Area action plan targets and help meet the policy commitments in Birmingham's emerging City of Nature Strategy and its global Biophilic City commitments.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The design of the landscape improvement schemes will create an inclusive environment where people from all backgrounds and abilities can access and enjoy within their local environment. Repairs and maintenance to local parks and allotments will ensure that all users can access and enjoy the existing facilities.
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 works support the statutory duty to provide and maintain existing green spaces to a high and safe standard.
What budget is the funding from for this service?	Each individual landscape construction called off the framework agreement will be funded from capital budgets held by individual service directorates. The repair and maintenance work called off from the framework agreement will be funded from Parks Repairs and Maintenance Budget.
Proposed start date and duration of the new contract	The proposed start date is 25 <sup>th</sup> November 2023 for a duration of 4 years.



<b>Title of Contract</b>	<b>Technical Professional Services for the HS2 Readiness Programme</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Paul Kitson, Strategic Director, Place, Prosperity & Sustainability <b>Client Officer:</b> Hannah Willetts, Enterprise Zone Programme Officer <b>Procurement Officer:</b> Charlie Short, Procurement Manager
Briefly describe the service required	The requirement is for the technical professional services to support with the development of the HS2 Readiness Programme (the Moor Street and One Station public realm, active travel and public transport enhancements) including; <ul style="list-style-type: none"> <li>• Business Case and Consultation Support</li> <li>• Preliminary and Detailed Design</li> <li>• Principal Designer role under CDM regulations</li> <li>• Surveys, Inspections and Testing</li> <li>• Contract documents and Procurement Support</li> </ul>
What is the proposed procurement route?	A further competition exercise will be undertaken using the Council's Transport and Development Professional Services Framework Agreement, Lot 2a – Multi Disciplinary - Highways and Infrastructure.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off requirement.
Will any savings be generated?	No savings will be generated from this procurement process for a one-off project. However, modernised public realm should realise revenue saving for future maintenance.
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 capacity is not available in house.
How will this service assist with the Council's commitments to Route to Zero?	The designs and proposals will align with the Birmingham Transport Plan 2031 and aim to further reduce private vehicles in the city centre and enhance the environment for public transport and active travel users. New tree planting to provide localised environmental and air quality benefits in the street scene.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The design of this project will create an inclusive environment, linking active travel such as walking and cycling with key transport hubs at HS2, New Street and Moor Street and provide additional, less expensive and safer options for travel across the city. Crucially providing better links to some of the more deprived areas of the city.
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 proposed programme supports the delivery of the core objectives that are set-out within the Birmingham Transport Plan 2031 and the Enterprise Investment Plan (2019).
What budget is the funding from for this service?	The scheme is funded from CRSTS and GBSLEP EZ budget.
Proposed start date and duration of the new contract	The proposed start date is May 2023 for a duration of 2 years.

<b>Title of Contract</b>	<b>Neighbourhood Integration (NI) – Programme Support</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Professor Graeme Betts, Strategic Director Adult Social Care <b>Client Officer:</b> Mike Walsh, Head of Service - Commissioning <b>Procurement Officer:</b> Mike Smith, Head of Category - People
Briefly describe the service required	To support the continued development and implementation of multi-agency neighbourhood working in the local health and social care system. This will include: <ul style="list-style-type: none"> <li>• Project management for the NI programme;</li> <li>• Working with 5 existing neighbourhood test teams to design and iterate new ways of integrated working across health and social care;</li> <li>• Managing the change process across multi-agency teams;</li> <li>• Managing stakeholder relationships;</li> <li>• Ensuring reporting and accountability through to Integrated Care System Place governance arrangements;</li> <li>• Establishing baselines and measuring impact and benefits of new ways of working.</li> </ul>
What is the proposed procurement route?	Direct Award through Crown Commercial Service Management Consultancy Framework 3 – Lot 7: Health, Social Care and Community. Direct Awards through this framework are permitted where compelling reasons exist. In this instance the reasons are: <ul style="list-style-type: none"> <li>• The preferred supplier has already developed a strong knowledge of the local system through past work and would be able to rapidly mobilise and have impact. This is important as the 5 test teams have already been established;</li> <li>• There is a need to accelerate this work in response to the unprecedented pressure currently being experienced in the local health and social care system. BCHC as an organisation does not have the capacity to accelerate delivery of the programme;</li> <li>• The preferred supplier is a credible and trusted partner and have good connections with the various parties involved in delivering the programme;</li> <li>• They can deliver the programme to the tight timescales we require;</li> <li>• As the system lead, BCHC have confidence that the preferred supplier will deliver to quality and time.</li> </ul>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off requirement.
Will any savings be generated?	No direct savings will be generated from this procurement process. In the longer term it is anticipated that the benefits delivered through better integrated health and social care at a neighbourhood level will return system savings and cost avoidance as a result of better prevention activity, earlier intervention and “getting it right” first time.
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 a multi-partner transformation programme.
How will this service assist with the Council’s commitments to Route to Zero?	Any commissioning specification will require the Council’s commitments to Route to Zero to be considered.
How do these activities assist the Council with Everybody’s Battle; Everybody’s Business?	Any commissioning specification will require the Council’s commitments to Everybody’s Battle; Everybody’s Business to be considered. In particular the objectives of integrated working across health and social care are to address inequalities in health and well-being through improved access to support for marginalised places and communities.
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 in order to develop more effective integrated approaches to delivery of statutory health and social care services
What budget is the funding from for this service?	The scheme is funded from the NHS contribution to the Better Care Fund. This is a shared LA/NHS budget for improving integration between health and social care.

Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 6 months.
<b>Title of Contract</b>	<b>Provision of waste sacs and associated services</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Darren Share, Assistant Director Street Scene <b>Client Officer:</b> Leslie Williams, Principal Operations Manager <b>Procurement Officer:</b> Marta Peka, IT Category Manager
Briefly describe the service required	For the provision of various refuse sacs (trade sacks, community sacs, garden sacs etc) with specific capacity, dimension and thickness.
What is the proposed procurement route?	The proposed route to market will be via a compliant national framework agreement, CCS, ESPO, KCS, HTE or YPO dependent on the appropriateness of the framework, the lot and the best fit for the purposes of the requirement. Where requirements are not suitable to be procured via this contract, an open procurement process will be undertaken advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> , Find a Tender and Contracts Finder.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Currently no formal arrangement in place. Currently this service is provided by KB Extruders on ad hoc basis.
Will any savings be generated?	There are no cashable savings expected by this project.
Has the In-House Preferred Test been carried out?	Yes, the Council cannot provide this service.
How will this service assist with the Council's commitments to Route to Zero?	As part of the tender process, Tenderers will be asked to put proposals for low carbon emissions. The specifications will include vehicles compliant with the Route to Zero council commitment.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Once approved, consideration will be taken into Everybody's Battle; Everybody's Business when writing the invitations to the tender for this contract.
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 waste management service to citizens. This contract will support waste management services.
What budget is the funding from for this service?	This is funded from Waste budget.
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 4 years.

<b>Title of Contract</b>	<b>Provision of Street Cleaning Machines</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Darren Share, Assistant Director Street Scene <b>Client Officer:</b> Leslie Williams, Principal Operations Manager <b>Procurement Officer:</b> Marta Peka, IT Category Manager
Briefly describe the service required	For the provision of street cleaning machines hire, maintenance and associated services.
What is the proposed procurement route?	The proposed route to market will be a direct award via ESPO FWC 218_21) framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Currently no formal arrangement in place. Currently this service is provided by Gluttons on ad hoc basis.
Will any savings be generated?	There are no cashable savings expected by this project.
Has the In-House Preferred Test been carried out?	Yes, the Council cannot provide this service.
How will this service assist with the Council's commitments to Route to Zero?	As part of the tender process, Tenderers will be asked to put proposals for low carbon emissions. The specifications will include vehicles compliant with the Route to Zero council commitment.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Once approved, consideration will be taken into Everybody's Battle; Everybody's Business when writing the invitations to the tender for this contract.
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 keep the streets clean.
What budget is the funding from for this service?	This is funded from Waste budget.
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 3 years.

<b>Title of Contract</b>	<b>Provision of Rateable Value identification data to maximise Business Rate Retention and forecast business rates income (P0415)</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Peter Bishop/Tim Savill <b>Client Officer:</b> Jonathan Woodward / Stewart Loundes <b>Procurement Officer:</b> Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	The provision of data to generate additional business rates income; maximising revenue for the local authority by identifying new and altered properties onto the Valuation Office rating list. In addition, the provision of rating list analysis and ad-hoc NNDR consultancy.  This will assist with the improved data quality and accuracy of business rates income in year and increase the business rates tax base particularly in relation to new and undervalued properties.
What is the proposed procurement route?	The Crown Commercial Services G-Cloud 13 framework will be utilised.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract expired on 31 <sup>st</sup> January 2023.
Will any savings be generated?	No cashable savings will be made by this project however addition income generation will be generated and have been included in the MTFP.
Has the In-House Preferred Test been carried out?	N/A – the Authority does not have the ability to carry out this service 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 regard to transport.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	N/A
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 it is an urgent requirement to maximise the tax base and hence increase future income forecasts for the benefit of the Council's overall budget position.
What budget is the funding from for this service?	This is funded through Invest to Save and is included in the Mid Term Financial Plan.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2023 for a period of 4 years.

<b>Title of Contract</b>	<b>New Ways of Working (NWOW) – Procurement of collaboration and specialist supply furniture, delivery, installation and removal of excess office furniture</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Peter Bishop – Director Digital and Customer Services <b>Client Officer:</b> Juliana Clark, Programme Manager <b>Procurement Officer:</b> Jose Vitoria, Assistant Category Manager
Briefly describe the service required	The New Ways of Working Programme (NWOW) is the means to bring together, build upon, and accelerate existing work on developing agile working and a modern workplace. As part of this programme, we will seek to maximise property assets and reimagine the office spaces to meet the need for collaboration and innovation in our remaining estate. This initiative is seeking to procure collaboration and specialist furniture as BCC do not have in our estate and the sustainable removal of excess furniture as a result of exit from Lancaster Circus and remodelling of Woodcock Street. Also, this will support the relocation of critical services CCTV, Emergency planning and UTC to new location.
What is the proposed procurement route?	The proposed route to market will be via a further competition from ESPO Framework 87_22 Leisure and Residential Furniture.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The Council does not have an existing contract with an office furniture supplier.
Will any savings be generated?	Any cashable savings generated will contribute to the existing savings target as set out in the MTFP CM009 23+.
Has the In-House Preferred Test been carried out?	Unable to carry out the In-House Preferred Test, as the Council are unable to perform this activity in-house. Most of the office furniture within the estate will be retained and only procure the collaboration or specialist furniture to create a modern workplace.
How will this service assist with the Council's commitments to Route to Zero?	Hybrid Working means reducing the need for staff to commute and rationalising the estate footprint to further reduce the energy consumption within our property portfolio. And the decommission of Lancaster Circus and retaining a small proportion of Woodcock Street will reduce the carbon footprint. Within the validity of the tender process, we will require documentation from the suppliers to prove that their end-to-end life-cycle of the manufacturing process meets certain route to zero requirements.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The Council is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and that each employee feels respected and able to give of their best. The NWOW programme will seek to reduce inequalities in the workplace, for example ensuring those with caring responsibilities can work more flexibly so they can build their careers while balancing the needs of those at home. Through the Focus Groups we will involve our staff in decisions that shape our future ways of working; stimulate discussion and involvement; and develop "bottom up" solutions to resolve the every-day problems and barriers experienced by them.
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 activity is required to transform the workplace and our central City office estate to meet the need for collaboration and innovation. We will do this by redesigning our buildings and by creating a workplace that encourages people to come together to collaborate, engage and innovate.
What budget is the funding from for this service?	This is funded from the New Ways of Working budget already approved by Cabinet in July 2021.
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 1 year.

<b>Title of Contract</b>	<b>UI Path Delivery Partner</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Cheryl Doran, CIO & Assistant Director, Information Technology & Digital Services <b>Client Officers:</b> Gary Hurdman, Development Manager <b>Procurement Officer:</b> Jamie Parris, IT Lead Commissioning Manager
Briefly describe the service required	<p>Robotic Process Automation (RPA) enables a business process to be configured and scripted to emulate human actions (such as keystrokes/ extraction of data etc) to drive efficiency in the business and allow staff to focus on more value-adding activities.</p> <p>BCC Currently use UiPath as the strategic platform for delivering RPA and have successfully delivered automation in-house through IT&amp;D. To contribute towards the council's wider savings targets for 2023/24 and beyond, the scale at which the automation is delivered to the business will need to increase substantially. As such, a delivery partner that specialises in UI Path will be sought to increase the roll-out speed to Service Areas within the council by providing the following:</p> <ul style="list-style-type: none"> <li>▪ Delivery Management</li> <li>▪ Analysis &amp; Design</li> <li>▪ Development</li> <li>▪ Test</li> <li>▪ Roll Out</li> </ul>
What is the proposed procurement route?	The route to market will be via a compliant national or regional framework.
What are the existing arrangements? Is there an existing contract? If so, when does that expire?	While there is currently a reseller licencing contract for UiPath, BCC does not currently have a contract for a Delivery Partner to expedite the roll-out of services at the pace required by the council to meet savings initiatives.
Will any savings be generated?	Yes – savings of £5.4M per annum by 26/27 are targeted.
Has the In-House Preferred Test been carried out?	Yes – this service cannot be delivered in-house
How will this service assist the council's commitments to Route to Zero?	The automation of services will allow support more efficient working practices which in turn helps to contribute to potential reductions in travel, power usage and wider property rationalisation objectives.
How do these activities assist the Council with Everybody's Battle; Everybody's Business (EBEB)?	<p>Using automation on non-value-adding processes will allow staff to focus on more rewarding value-adding activities for the residentle while supporting the following EBEB elements from the action plan: <a href="#">EBEB (Appendices 1-3)</a></p> <p>Refreshed Everyone's Battle Everyone's Business Equality Action Plan 2022-23</p> <p>Section 4.2 → Bullet Point 4 - Deliver responsive services and customer care that is accessible, inclusive to individual's needs and respects faith, beliefs, and cultural differences</p> <p>Section 4.2 → Bullet Point 5 - Encourage and build a skilled and diverse workforce to build a culture of equity and inclusion in everything we do</p>
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 be used to automate processes and improve service delivery which is the council's statutory duty.
What budget is the funding from for this service?	The funding for the delivery will come from the budget smoothing reserve for any costs incurred in 22/23. From 23/24 the request for investment will be built into the Medium-Term Financial Strategy (MTFS).
Proposed start date and duration of the new contract	The proposed start date is March 2023 for a period of 4 years.

# APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (OCTOBER 2022 – DECEMBER 2022)

Type of Rep	Title of Procurement	Ref	Brief Description	Contract Durat	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Nam	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Value w / Option to Extend	Chief Officer	Actual GI Live date
Delegated Extension Award	Harborne Pool & Fitness centre (operation, maintenance & management)	S0036	Operation, maintenance & management of Harborne Pool & Fitness centre.	5 years	City Operations	Health and Social Care	Cari Tomlinson	Paul Walls	Cabinet approved the full business case for the construction of a replacement Harborne Pool and Fitness Centre & commencement of tendering activity October 2009. Cabinet approved the award report in November 2011 of a 10 year contract and delegated the extension to CO. Delegated Extension Award Report signed 07/10/2022.	People Leisure Management Ltd	£1,000,000		Rebecca Hillard / Steve Sanderoock	03/01/2023
Delegated Award Report	Design Services for the Refurbishment of Moseley Road Baths	P0910	There is a requirement for design services to support the latest capital renovation programme for the baths. The services include the conservation architect, cost control, health & safety, engineering and clerk of works.	2 years, 4 months	City Operations	Leader	Cari Tomlinson	Dave Wagg / Charlie Short	Presented to Cabinet for info 26/04/2022. Approval to Tender Strategy Report on 21/07/2022 and delegated the award to CO. Delegated Contract Award Report signed 07/10/2022.	Donald Insaal Associates	£1,193,390		Rob James / Steve Sanderoock	10/10/2022
Strategy / Award	Fitout works to Plots 7 of the Perry Barr Regeneration Scheme (PBRs)	P426-3	For the delivery of the additional fitout works to Plots 7 of the Perry Barr Regeneration Scheme (PBRs) called off under Acivico Ltd's Constructing West Midlands 2 Framework Agreement in accordance with its protocol.	Up to 3 months	Place, Prosperity and Sustainability	Leader	Guy Olivant	Mumtaz Mohammed / Charlie Short	The Birmingham 2022 – Update on the Perry Barr Regeneration Scheme FBC report to Cabinet dated 27th July 2021 delegated authority to develop a strategy including the procurement route in consultation with the Cabinet Member for Finance and Resources and then to award contracts for the delivery of the additional fitout works to Plots 6, 7, 8 and 9 to CO. Delegated Award Report signed 19/10/2022.	Lovell Partnerships Limited	£4,293,000		Paul Kison / Steve Sanderoock	24/10/2022
Delegated Award Report	Afghan Refugee Resettlement Schemes: Provision of Orientation, Accommodation & Support Services for Year 1	P0980	Provision of Orientation, Accommodation & Support Services for first 12 months for 190 Afghan refugees arriving under the combined Afghan Citizens Resettlement Scheme (ACRS) and Afghan Relocations and Assistance Policy (ARAP).	3 years	Adult Social Care	Health and Social Care	Andrew Healey	Natasha Bhandal / Marie Kennedy	Presented to Cabinet for info 28/06/2022. Approval to Tender Strategy Report on 21/07/2022 and delegated the award to CO. Delegated Contract Award Report signed 07/10/2022.	Refugee Action	£1,377,696		Graeme Betts / Steve Sanderoock	04/11/2022
Strategy / Award	Financial Viability Assessments	P0496_2022	Provision of Independent Assessment of Financial Viability Appraisals Submitted in Support of Planning Applications and Appeals.	4 years	Planning, Transport & Sustainability	Transport	Cari Tomlinson	Nicholas Jackson / Andrea Webster	Presented to Cabinet for info 07/06/2022. Strategy / Award Report signed 31/10/2022.	Lambert Smith Hampton Group Limited	£600,000		Ian MacLeod / Steve Sanderoock	22/11/2022
Strategy / Award	Supply of Bulk Fuel	U63A_2020	For the purchase of bulk fuels via the Eastern Shires Purchasing Organisation (ESPO) Liquid Fuels Framework Agreement (301_22).	2 years	Council Management	Finance and Resources	Lee Bickerton	Jose Victoria	Cabinet approved the Approval to Tender Strategy Report in 08/09/2020 and delegates the award to CO. Strategy / Award Report signed 07/11/2022.	1) Certas Energy UK Limited 2) Standard Fuel Oils Limited	£7,800,000		Rebecca Hillard / Steve Sanderoock	07/11/2022
Delegated Extension Award	Vulnerable Adults Housing and Wellbeing Support	P0577	For the provision of Vulnerable Adults Housing and Wellbeing Support services.	2 years	Adults Social Care	Health and Social Care	Yusef Shaibu	Kalvinder Kohli / John Hardy / Marie Kennedy	Cabinet approved Vulnerable Adults Housing and Wellbeing Support 16/04/2019 and delegated the strategy to CO. Delegated Contract Award Report signed 24/09/2019. Delegated Extension Award Report signed 07/11/2022.	<p><b>LOT 1 - YOUNG PEOPLE (AGED 18-24yrs)</b></p> <p>1.1 - Advice &amp; Welfare Hub - St Basils 1.2 - Lead Worker - St Basils and Trident Reach the People Charity 1.3 - Emergency Provisions- St Basils 1.4 - Complex Needs - St Basils 1.5 - Long Term Supported - Accord Housing Association, Spring Housing Association, St Basils and Trident Reach the People Charity</p> <p><b>LOT 2 - ADULTS (SINGLES AND COUPLES)</b></p> <p>2.1 - Advice &amp; Welfare Hubs - SIFA Fireside 2.2 - Lead Workers - Cranston and Trident Reach the People Charity 2.3 - Emergency Provisions- Trident Reach the People Charity 2.4 - Complex Needs - Trident Reach the People Charity 2.5 - Long Term Supported - Birmingham YMCA, Sanctuary, Spring Housing Association, The Salvation Army and Trident Reach the People Charity 2.6 - Rough Sleepers - Trident Reach the People Charity</p> <p><b>LOT 3 - VICTIMS OF DOMESTIC ABUSE</b></p> <p>3.2 - Lead Workers - Birmingham and Solihull Women's Aid and Cranston 3.3 - Refuge Emergency - Accord Housing Association, Birmingham and Solihull Women's Aid, Birmingham Crisis Centre, Galgal Birmingham, The Salvation Army and Trident Reach the People Charity 3.4 - Complex Needs - No bids submitted 3.5 - Long Term Supported - Trident Reach the People Charity</p>	<p>£4,383,656</p> <p>£6,274,821</p> <p>£2,863,623</p>	Graeme Betts / Steve Sanderoock	01/12/2022	
										<p><b>LOT 4 - HOUSEHOLDS IN TEMPORARY ACCOMMODATION</b></p> <p>4.2 - Lead Workers - Cranston</p> <p><b>LOT 5 - OFFENDERS</b></p> <p>5.1 - Advice &amp; Welfare - Spring Housing Association 5.2 - Lead Workers - Accord Housing Association and Nacro 5.5 - Long Term Supported - Accord Housing Association, Nacro and Spring Housing Association</p>	<p>£342,998</p> <p>£1,557,552</p>			
Delegated Award Report	Highways PFI Legal Advice	P0989	Specialist external advocacy, legal advice and support for resolution of settlement issues, expert advice (including technical and commercial expert advice) and contract restructuring and litigation advice in relation to potential disputes.	1 year, 8 months	City Operations	Transport	Cari Tomlinson	Domenic De Bechi / Andrea Webster	Presented to Cabinet for info 06/09/2022. Approval to Tender Strategy Report on 09/09/2022 and delegated the award to CO. Delegated Contract Award Report signed 24/11/2022.	DLA Piper UK LLP	£4,100,000		Rob James / Steve Sanderoock	12/12/2022
Delegated Award Report	Birmingham Carers Hub	P0905	The services will include information advice and guidance, advocacy, emergency and planned response services wellbeing assessments and payments, wellbeing breaks, carers cards, specialist dementia support, health liaison projects, small grants, a transition service for younger adult carers, support for parent carers and statutory carer assessments.	5 years	Adult Social Care	Health and Social Care	Yusef Shaibu	Gordon Strachan / Marie Kennedy	Cabinet for Birmingham Carers Hub: Commissioning Plans and Procurement Strategy for Adult Carer Services approved on 06/09/2022 and delegated the award to CO. Delegated Award Report signed 01/12/2022.	Forward Carers	£15,427,000		Graeme Betts / Steve Sanderoock	01/04/2023
Delegated Award Report	Administration and Resources for Department of Works and Pensions Initiatives	P0983	There is an unprecedented amount of demand on the Benefit Service in the number of applications for housing benefit and council tax support, applications for Local Welfare Provision (400% increase), isolation payments and crisis applications due to the impact of the cost of living fuel prices, impact from covid and DWP initiatives.	3 years with an option to extend for 1 year	Council Management	Finance and Resources	Lee Bickerton	David Kinnair / Stuart Follows	Presented to Cabinet for info 27/07/2022. Approval to Tender Strategy signed 25/08/2022 and delegated the award to CO. Delegated Award Report signed 12/12/2022.	Capita Business Services Limited	£999,745	£200,255	Peter Bishop / Steve Sanderoock	01/02/2023



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	Valuations of the Council's Assets	P0176	There is a requirement for the Council to value its assets by a Royal Institute of Charter Surveyors (RICS) registered valuer primarily for a five-year rolling programme to enable the annual accounts to be completed and also other reasons including insurance purposes and viability of ownership. The assets to be valued are the land and buildings.	5 years	Planning, Transport and Sustainability	Leader	Carl Tomlinson	Alyson-Marke Wilson / Charlie Short	Presented to Cabinet for info 18/01/2022. Strategy / Award Report signed 14/12/2022.	Sanderson Weatherall LLP	£1,200,000	Paul Kitson / Steve Sandercock	16/12/2022
Delegated Extension Award	Extension of Birmingham Community Equipment Loans Service	P0567	Supports Adult Social Care / Education and the NHS aims and objectives to enable citizens to remain independent in their own homes aided by equipment for as long as possible.	2 years	Adult Social Care	Health and Social Care	Yusef Shaibu	Kamran Mahmood	Cabinet approved the Approval to Tender Strategy Report <b>09/10/2018</b> and delegated the award to CO. Delegated Award Report signed <b>12/12/1019</b> . Delegated Extension Award Report signed 16/12/2022.	Medequip Ltd	£16,000,000	Graeme Betts / Steve Sandercock	01/04/2023
Strategy / Award	Microsoft Licenses and Associated Services		Microsoft Enterprise Agreement which provide access to Microsoft Licensed products: A agreement which provides a list of licenses already in use and access to new licensing in line with recommendations made in the cabinet report and technology roadmap.	3 years	Digital and Customer Services	Digital, Culture, Heritage and Tourism	Lee Bickerton	Dan Gaiger	Cabinet approved the report on 08/11/2022 and delegated the award to CO. Delegated Award Report signed 16/12/2022.	Bytes Software Services (Bytes)	£13,225,177	Peter Bishop / Steve Sandercock	01/04/2023