

<b>Report to:</b>	<b>CABINET</b>
<b>Report of:</b>	<b>ASSISTANT DIRECTOR PROCUREMENT</b>
<b>Date of Decision:</b>	<b>28<sup>TH</sup> JUNE 2016</b>
<b>SUBJECT:</b>	<b>PLANNED PROCUREMENT ACTIVITIES (AUGUST 2016 – OCTOBER 2016)</b>
<b>Key Decision: No</b>	<b>Relevant Forward Plan Ref: n/a</b>
<b>If not in the Forward Plan: (please "tick" box)</b>	<b>Chief Executive approved <input type="checkbox"/></b> <b>O&amp;S Chairman approved <input type="checkbox"/></b>
<b>Relevant Cabinet Member(s):</b>	<b>Cllr Majid Mahmood – Value for Money and Efficiency</b>
<b>Relevant O&amp;S Chairman:</b>	<b>Cllr Mohammed Aikhlaq, Corporate Resources and Governance</b>
<b>Wards affected:</b>	<b>All</b>

**1. Purpose of report:**

- 1.1 This report provides details of the planned procurement activity for the period August 2016 – October 2016. Planned procurement activities reported previously are not repeated in this report.

**2. Decision(s) recommended:**

That Cabinet

- 2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period August 2016 – October 2016 as detailed in Appendix 1.

<b>Lead Contact Officer (s):</b>	
<b>Telephone No:</b> <b>E-mail address:</b>	Nigel Kletz Corporate Procurement Services Corporate Resources 0121 303 6610 <a href="mailto:nigel.kletz@birmingham.gov.uk">nigel.kletz@birmingham.gov.uk</a>

### **3. Consultation**

#### **3.1 Internal**

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

#### **3.2 External**

None

### **4. Compliance Issues:**

#### **4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies**

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

#### **4.2 Financial Implications**

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

#### **4.3 Legal Implications**

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

#### **4.4 Public Sector Equality Duty**

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

**5. Relevant background/chronology of key events:**

- 5.1 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 contractor under TUPE, the contract award decision has to be made by Cabinet.
- 5.2 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 Corporate Resources and Governance Overview & Scrutiny Committee.
- 5.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£164,176) and £10m. This will give members visibility of all procurement activity and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the delegation threshold.
- 5.4 Individual contracts can be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Corporate Resources and Governance Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 5.5 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.
- 5.6 A briefing note including financial information is appended to the Private report for each item on the schedule.

**6. Evaluation of alternative option(s):**

- 6.1 A report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The alternative option is that individual procurements are referred to Cabinet for decision.

**7. Reasons for Decision(s):**

- 7.1 To enable 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.

**Signatures:****Date:**

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Nigel Kletz – Assistant Director (Procurement)

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Councillor Majid Mahmood - Value for Money and Efficiency

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**List of Background Documents used to compile this Report:****List of Appendices accompanying this Report (if any):**

Appendix 1 - Planned Procurement Activity August 2016 – October 2016

<b>Report Version</b>	1	<b>Dated</b>	13/06/2016
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# **APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (AUGUST 2016 – OCTOBER 2016)**

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Planned CO Decision Date	Comments - including any request from Cabinet Members for more details	Living Wage apply Y / N
Approval to Tender Strategy	Mortality Services	P0332	A framework agreement for the provision of the following goods and services for Bereavement Services split by lot suitable for: Lot 1 – Memorial Benches Lot 2 – Memorial Products including urns for cremated remains, memorial wall plaques and book of remembrance, Lot 3 – Inspection and Making Safe of Memorials, Lot 4 – Collection of Deceased Persons from hospitals, road accidents and scenes of crime to HM Coroner, Lot 5 – Provision of Funerals	4 years	People / Place	Deputy Leader	Simon Hunt	Nel Planas	01/08/2016		Y
Strategy / Award	Procurement Legal Advice to Support the Development of the Future Waste Strategy and the undertaking of new waste disposal services	TBC	The Council is currently developing a new Waste Strategy for the management and disposal of waste that will take into account current and future projected technical and sustainable developments.	2 years, 4 months	Place	Clean Streets, Recycling and Environment	Sukvinder Kalsi	Mike Smith / Nicola Handley	22/07/2016		Y
Approval To Tender (SCN)	Children's Trust Development	TBC	The Council requires immediate support in identifying and exploring governance and organisation models for the delivery of children's social care, including trust options.	3 months	People	Children, Families and Schools	Denise Wilson	Seamus Gaynor	04/07/2016		Y