

Report to:	CABINET
Report of:	ASSISTANT DIRECTOR PROCUREMENT
Date of Decision:	20th SEPTEMBER 2016
SUBJECT:	PLANNED PROCUREMENT ACTIVITIES (OCTOBER 2016 – DECEMBER 2016)
Key Decision: No	Relevant Forward Plan Ref: n/a
If not in the Forward Plan: (please "tick" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s):	Cllr Majid Mahmood – Value for Money and Efficiency
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq, Corporate Resources and Governance
Wards affected:	All

1. Purpose of report:

- 1.1 This report provides details of the planned procurement activity for the period October 2016 – December 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 October 2016 – December 2016 as detailed in Appendix 1.

Lead Contact Officer (s):	
Telephone No: E-mail address:	Nigel Kletz Corporate Procurement Services Corporate Resources 0121 303 6610 nigel.kletz@birmingham.gov.uk

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 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 delegation threshold.
- 5.4 Individual procurements may 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:	<u>Date:</u>
..... Nigel Kletz – Assistant Director (Procurement)
..... Councillor Majid Mahmood - Value for Money and Efficiency

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):
Appendix 1 - Planned Procurement Activity October 2016 – December 2016

Report Version	1	Dated	06/09/2016
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APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (OCTOBER 2016 – DECEMBER 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 (SCN)	Building Services and Fabric Maintenance for the Library of Birmingham	P0240	Planned and reactive maintenance works of the building services and fabric assets for the Library of Birmingham are required in order to maintain functionality of the Building Management Systems and warranties and to maximise asset life.	1 year	Place	Deputy Leader	Sukvinder Kalsi	Marie Hadley	29/09/2016		Y
Approval To Tender Strategy	Advocacy	C0247	Independent advocacy services to support people who are unrepresented or who either lack capacity, or has substantial difficulty in being fully involved: in their assessment; or in the preparation of care & support plan; or in the review of their care plan; or who are subject to a Deprivation of Liberty Safeguard authorisation; or who are a qualifying adult mental Health service user; or who wish to make a complaint against the NHS.	4 years	People	Health and Social care	Margaret Ashton-Gray	Osaf Ahmed / Robert Cummins	24/10/2016		Y
Various Routes	Proposed Children's Trust Programme Management	TBC	In establishing the proposed Trust it may be necessary to appoint external consultants when the Council does not have the capacity or capabilities.	2 years	People	Children, Families and Schools	Denise Wilson	Seamus Gaynor	29/09/2016		Y