

Birmingham City Council

Resources Overview and Scrutiny Committee

Date: 17 November 2022



Subject: Planned Procurement Activities Reports
Report of: Assistant Director - Procurement
Report author: Steve Sandercock, Assistant Director, Procurement

1 Purpose

- 1.1 To present the Planned Procurement Activities Reports considered at Cabinet on 8th November 2022.

2 Recommendations

- 2.1 To consider and note the reports.

3 Appendices

- 3.1 Key Decision Planned Procurement Activities (November 2022 – January 2023)
- 3.2 Key Decision Planned Procurement Activities (December 2022 – February 2023)

Birmingham City Council

Report to Cabinet

Date: 11th October 2022



Subject: KEY DECISION PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2022 – JANUARY 2023) AND QUARTERLY CONTRACT AWARDS (APRIL – JUNE 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

Report author: Steve Sandercock, Assistant Director, Procurement
Email Address: steve.sandercock@birmingham.gov.uk

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: 010572/2022		
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 November 2022 – January 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 April 2022 – June 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 April 2022 – June 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 12th 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 November 2022 – January 2023
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information
 - 4. Appendix 4 – Quarterly Awards Schedule (April 2022 – June 2022)

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2022 – JANUARY 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	Approval to Tender Strategy	Genealogy Services	TBC	For the provision of National and International genealogy services for the purpose of locating next of kin in order that the Council can comply with its statutory obligations in arranging dignified Public Health Funerals. Where no next of kin is immediately identified the case will be referred to an accredited Genealogist, Family Research and Probate Company to commence a search for family members who need to be notified of the death and provided the opportunity to take over the funeral arrangements.	5 years	Adult Social Care	Health and Social Care	Yusuf Shaibu	Mike White / Stuart Follows	01/12/2022
2	Strategy / Award	Provision of ERP Functional Support	TBC	The provision of ERP functional support, advice, roadmap management, knowledge transfer, configuration, enhancements, audit, account management, minor and major projects and service requests.	2 years	Digital and Customer Services	Digital, Culture, Heritage and Tourism	Lee Bickerton	Ian Badger / Jake Smith	01/12/2022
3	Strategy / Award	Administrative Replacement Process in respect of the Confirm IG Highways Management Information Systems (MIS System)	TBC	The Highways Management Information Systems (MIS) is used to underpin the day-to-day operation of the Highways Maintenance and Management PFI contract, as well as other core Highway Service activities, which in turn enables the council to fulfil its statutory and regulatory responsibilities as Highway Authority.	7 years	City Operations	Digital, Culture, Heritage and Tourism	Carl Tomlinson	Mark Shelswell / Dan Gaiger	01/12/2022
4	Strategy / Award	Corporate telephony – Operator Connect	TBC	The new platform (MS Teams with Operator Connect) that will replace Cisco, tightly integrates into MS Teams, which is currently used by the majority of council staff and will create a more seamless user experience when making external calls and online meetings (conference calls) from within the MS Teams platform. The platform will also support the NWOW programme's and simplify the administration for IT&D and the wider user base through the consolidation into MS Teams.	3 years, 6 months	Digital and Customer Services	Digital, Culture, Heritage and Tourism	Lee Bickerton	Claire Banks / Dan Gaiger	01/12/2022
5	Approval to Tender Strategy	The delivery of specialist City-Wide out-reach services for Pupils with Vision Loss educated in Birmingham	TBC	The Specialist services comprises of three separate services: <u>Habilitation</u> - to develop a Children and Young Person's(CYP) personal mobility, navigation and independent living skills to maximise their independence, improve their confidence, well-being and self-esteem and prepare the CYP for their future adult lives: <u>Specialist ICT</u> - aims to ensure the provision of ICT solutions for pupils with a vision loss in schools across the City. Provides for pupil's independent use of ICT solutions to support their access to curriculum learning and inclusion in wider school activities. <u>Reprographics</u> - in liaison with QTVIs to ensure the provision of modified and tactile resources to learners to build appropriate skills and have the resources to access their learning.	3 years with the option to extend for an additional 2 years	Education and Skills	Children, Young People and Families	Clare Sandland	David Bridgman / Henrietta Jacobs	01/12/2022
6	Approval to Tender Strategy	The Domestic Abuse Housing Solution and Support Service	TBC	A Domestic Abuse Housing Solutions and Support Hub for those who are homeless or threatened with homelessness due to domestic abuse. The service will undertake statutory housing needs assessments and deliver homelessness prevention and relief duties in accordance with the Housing Act 1996, as amended by the Homelessness Reduction Act 2017.	3 years with the option to extend for a further 12 months	City Housing	Housing	Andrew Healey	Richard Labran / Marie Kennedy	01/12/2022

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 11th October 2022

Title of Contract	Genealogy Services
Contact Officers	Assistant Director: John Williams – Assistant Director, Adult Social Care Client Officer: Mike White – Service Manager, Funerals and Protection of Property & Transport Operations Procurement Officer: Stuart Follows – Assistant Category Manager
Briefly describe the service required	For the provision of National and International genealogy services for the purpose of locating next of kin in order that the Council can comply with its statutory obligations in arranging dignified Public Health Funerals. Where no next of kin is immediately identified the case will be referred to an accredited Genealogist, Family Research and Probate Company to commence a search for family members who need to be notified of the death and provided the opportunity to take over the funeral arrangements. The Council will provide information to the chosen supplier regarding the deceased for the purpose of locating a relative to assist the council in arranging a funeral for the deceased.
What is the proposed procurement route?	A procurement process for a concession contract below the procurement threshold will be undertaken and advertised in Contracts Finder and www.finditinbirmingham.com
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing contract arrangements in place.
Will any savings be generated?	This is income-generating.
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?	Tenderers 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 tender process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the genealogy service provides a regulatory requirement enabling the service with regards to the deceased for the purpose of locating a relative to assist the council in arranging a funeral for the deceased.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Under Section 46 of the Public Health (Control of Disease) Act 1984 (the Act) – Disposal of Dead Bodies.
What budget is the funding from for this service?	This is income-generating with the funds going into the Funerals and Protection of Property, Adult Social Care budget.
Proposed start date and duration of the new contract	The proposed start date is February 2023 for a period of 5 years.

Title of Contract	Provision of ERP Functional Support
Contact Officers	Director / Assistant Director: Peter Bishop – Director, Digital and Customer Services Client Officer: Ian Badger, Head of Application Support Procurement Officer: Jake Smith, IT Category Manager
Briefly describe the service required	The provision of ERP functional support, advice, roadmap management, knowledge transfer, configuration, enhancements, audit, account management, minor and major projects and service requests.
What is the proposed procurement route?	The proposed route to market will be via NHS SBS Cloud Solutions Framework (SBS/18/NH/WAR/9333). This will be under Lot 3 Cloud Support Services which includes real time support, access to professional expertise plus a wide range of ongoing or ad hoc specialist support services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing arrangement is the Managed Service Provider contract with Version 1. This expires on the 15 th March 2024. However, this contract is geared primarily towards incident management and break-fix response for the Oracle solution, as is being leveraged instead for resourcing requirements and consultancy – thus an alternative arrangement for delivery of consultative resource is required.
Will any savings be generated?	This enables the £2m saving from our existing ERP support.
Has the In-House Preferred Test been carried out?	Yes – the capacity and capability are not available within the Council. This is a short-term solution, the longer-term strategy is to recruit an in-house dedicated team, so that we can phase out this model.
How will this service assist with the Council's commitments to Route to Zero?	The proposed solution supports the standardisation, efficiency, and digitalisation of our HR Finance and Procurement business processes e.g., removing paperwork held manually.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The required activities support tackling inequalities as per BCCs Equality Strategy and Action Plan. The activities i.e., supporting payroll of 40,000 + are critical in underpinning 'Equality', 'Diversity', 'Equity', 'Inclusion' and 'Belonging'.
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 this service. This supports 40,000 + employee payroll, as well as all funds in and out of BCC. The service is critical to ensuring the Council's ERP solution is sufficiently supported and maintained.
What budget is the funding from for this service?	This is funded from the IT & Digital services Directorate Staffing budget, as per agreement with Client Officer and Finance Business Partner.
Proposed start date and duration of the new contract	The proposed start date is 1 st January 2023 for a period of 24 months.(1+1).

Title of Contract	Administrative Replacement Process in respect of the Confirm IG Highways Management Information Systems (MIS System)
Contact Officers	Director / Assistant Director: Kevin Hicks, Assistant Director Client Officer: Mark Shelswell, Procurement Manager Procurement Officer: Dan Gaiger, IT Category Manager
Briefly describe the service required	<p>The Highways Management Information Systems (MIS) is used to underpin the day-to-day operation of the Highways Maintenance and Management PFI contract, as well as other core Highway Service activities, which in turn enables the council to fulfil its statutory and regulatory responsibilities as Highway Authority.</p> <p>The MIS system is Brightly's Confirm Asset Management product and was originally provided via the Service Provider of the Highways Maintenance and Management PFI for the full 25-year duration of the PFI contract.</p> <p>Due to concerns over transparency and access to council data, the decision was taken via Cabinet in June 2021 to move the system away from the Service Provider and back under direct council control.</p> <p>An Administrative Replacement Process is required to enable provision of the Brightly Confirm MIS for the balance of the PFI Contract lifespan (13 years), onboarding it into the BCC environment and appropriately aligning it to internal Administrative Replacement procedures.</p> <p>Any significant disruption in provision of the system for the remainder of the term of the PFI Contract could lead to claims being brought against the Council by the Service Provider as such disruption would significantly hamper their ability to deliver the services they have been contracted to provide under the Highways Maintenance and Management PFI Contract.</p> <p>It should be noted that an Asset Management system with the same functionality would be required if the council chose not to continue with the Highway Maintenance and Management PFI and instead elected for a different delivery model.</p>
What is the proposed procurement route?	The proposed route to market will be via an appropriate National Framework Agreement and Lot, that facilitates a direct award to Softcat PLC who have a sole UK reseller arrangement with the solution provider.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is an existing contract with Brightly acquisitioned Confirm Software Solutions, and the proprietary licensing and the contract is due to lapse in 2023 to allow the Administrative Replacement Process to be undertaken.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	We do not have the in-house testing capacity and expertise.
How will this service assist with the Council's commitments to Route to Zero?	N/A, as this is a software solution support and maintenance service requirement.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the IG Highways MIS is a key enabling system between the Council and the Council's PFI provider.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Yes, Highways Act 1980, New Roads and Street Works Act 1991, Traffic Management Act 2004.
What budget is the funding from for this service?	This is funded from the PFI budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st January 2023 for a period of 7 years (5+2).

Title of Contract	Corporate telephony – Operator Connect
Contact Officers	Director / Assistant Director: Cheryl Doran, Assistant Director & CIO, Digital and Customer Services Client Officer: Claire Banks, Project Manager Procurement Officer: Dan Gaiger, IT Category Manager
Briefly describe the service required	<p>The current Cisco Corporate telephony platform supports the delivery of key statutory services to the public such as Revs & Bens, Housing, Highways in addition to providing the back-office telephony system for the council used by 4,500 council staff.</p> <p>The new platform (MS Teams with Operator Connect) that will replace Cisco, tightly integrates into MS Teams, which is currently used by the majority of council staff and will create a more seamless user experience when making external calls and online meetings (conference calls) from within the MS Teams platform.</p> <p>The platform will also support the NWOW programme's and simplify the administration for IT&D and the wider user base through the consolidation into MS Teams.</p> <p>It should be noted that this procurement only covers the back-end connectivity and call plans. The front-end licences are covered under the Microsoft Enterprise Agreement.</p>
What is the proposed procurement route?	The proposed route to market will be via a compliant regional or national framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract providing Cisco Corporate Telephony Services via Capita expires on 30 th March 2023.
Will any savings be generated?	Any cashable savings generated will contribute to the existing service area savings target as set out in the MTFP for Application Rationalisation.
Has the In-House Preferred Test been carried out?	This is not applicable as the service being procured is predominantly hosted.
How will this service assist with the Council's commitments to Route to Zero?	The solution is Cloud Hosted and so will not increase the council's current carbon footprint for IT hosted services.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the telephony platform provides a key enabling service to enable voice call and collaboration with external customers, partners and suppliers to the council.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	No. However the platform supports the delivery of key statutory services via (i.e. Adults, Children's, Housing, Revs & Bens etc) through the provision of back office telephony services
What budget is the funding from for this service?	The ongoing funding for the service is contained within the IT&D 3 rd Party Contract Base Budgets. The project delivery costs for the service are held within the IT&D BEP Capital funds allocated to telephony.
Proposed start date and duration of the new contract	The proposed start date is December 2022 for a period of 3 years / 6 months, with the option for 3 plus one extensions.

Title of Contract	The delivery of specialist City-Wide out-reach services for Pupils with Vision Loss educated in Birmingham
Contact Officers	Director / Assistant Director: Sue Harrison, Director – Children and Families Client Officer: Procurement Officer: Henrietta Jacobs, Assistant Category Manager
Briefly describe the service required	<p>The Specialist services comprises of three separate services:</p> <ul style="list-style-type: none"> • Habitation • ICT • Reprographics <p>The remit of the services is: -</p> <p><u>Habitation</u> To develop a Children and Young Person's(CYP) personal mobility, navigation and independent living skills to maximise their independence, improve their confidence, well-being and self-esteem and prepare the CYP for their future adult lives: Through close working with Qualified Teachers of children and young people with a vision impairment (QTVIs) to ensure pupils are prepared for their future independent adult lives.</p> <p><u>Specialist ICT</u> Aims to ensure the provision of ICT solutions for pupils with a vision loss in schools across the City. Provides for pupil's independent use of ICT solutions to support their access to curriculum learning and inclusion in wider school activities. Working in close liaison with QTVIs to ensure pupils are appropriately equipped for their assistive technology needs and skills to be increasingly independent learners.</p> <p><u>Reprographics</u> In liaison with QTVIs to ensure the provision of modified and tactile resources to learners to build appropriate skills and have the resources to access their learning. The Reprographics service provides specialist support for tactile learners.</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised on In-tend, Find a Tender Service, Contracts Finder and www.finditinbirmingham.com .
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The SLA expired in April 2021. The service has continued to be provided by Priestley Smith pending the outcome of the procurement process.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	Yes. Following an extensive review of the Specialist Out-Reach services, moving the services In-House was considered but ultimately ruled out.
How will this service assist with the Council's commitments to Route to Zero?	Tenderers 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 tender process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business, the Outreach service provides a regulatory requirement enabling the service with regards to providing a city wide specialist out-reach for pupils with vision loss to be educated in Birmingham.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There isn't a Statutory duty to provide this Service for pupils with an EHCP. However, the service is required to ensure the Council appropriately supports all children and young people with vision loss educated in Birmingham.
What budget is the funding from for this service?	This is funded from the Access to Education budget.
Proposed start date and duration of the new contract	The proposed start date is 1st March 2023 for a period of 3 years with option to extend for a further 2 years.

Title of Contract	The Domestic Abuse Housing Solution and Support Service
Contact Officers	Director / Assistant Director: Gary Messenger, Assistant Director of City Housing Services and Support Client Officer: Richard Labran, Housing Modernisation & Strategy Manager Procurement Officer: Marie Kennedy / Manjit Samrai
Briefly describe the service required	A Domestic Abuse Housing Solutions and Support Hub for those who are homeless or threatened with homelessness due to domestic abuse. The service will assist the Council in meeting its duties under the Homelessness Reduction Act 2017. The service will also support the Council in its ambitions to achieve Domestic Abuse Housing Alliance Accreditation (DAHA) and will therefore adopt a rights-based approach to support that facilitates access to a range of domestic abuse and wider support services in line with DAHA's values and principles, which include safety led case management, survivor led-support, perpetrator accountability, and intersectional and anti-racist practice.
What is the proposed procurement route?	A tender process will be commenced using the open procurement route 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?	Presently there is an arrangement in place with Birmingham and Solihull Women's Aid for the delivery of a specialist DA Housing Solutions Hub which undertakes HNA's, fulfils homelessness prevention and relief duties, and facilitates access to services commissioned under Adult Social Care's DA Wellbeing Hub, however this is not under formal contract. This existing DA Housing Solutions Hub is funded via the Homeless Prevention Grant and in terms of use of spend had cabinet approval until 31 March 2023. A cabinet report and waiver request for notifying for transparency as a formal breach of the rules will be presented at November's Cabinet Meeting.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out however it is considered BCC provision is not established to manage the level of vulnerability of women presenting, the specialist requirements associated with DA, and the increased expectations relating to service provision arising from the Domestic Abuse Act 2021. The Act expects greater prevention, specialist provision, and priority given to people experiencing homelessness as a result of DA.
How will this service assist with the Council's commitments to Route to Zero?	The DA Housing Solutions and Support Hub will be centrally located and easily accessible via public transport for walk-in appointments, as well as accessible online and by phone where it is safe for the victim to interact and talk. By ensuring the service is digitally accessible, and that housing needs assessments can be delivered via telephone, this will further reduce the need for transport into the city. Furthermore, service delivery will allow for paperless processes where appropriate, such as making online referrals to support agencies, completing online benefit forms, or online forms for protective orders.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The DA Housing Solutions and Support Service will be open to people of all races and ethnicities, in order to ensure fair access, there will be an expectation of language specific support when required, as well as pathways to culturally specific DA related support services that exist across the city. Additionally, the service will be expected to adopt the Domestic Abuse Housing Alliance approach to anti-racist and intersectional practice. Furthermore, where possible this service will adopt a safety and survivor led rights based approach to address gender specific issues, such as pursuing civil remedies to prevent the disproportionate amounts of women and children who have to flee their home or feel unsafe to return to it.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council is under a statutory duty to undertake homelessness prevention and relief duty activities. These duties are legislated for through the Housing Act 1996 as amended by the Homelessness

	Reduction Act 2017. Furthermore, the Domestic Abuse Act 2021 has given greater homelessness priority to domestic abuse victims.
What budget is the funding from for this service?	This service will be funded from the Homelessness Prevention Grant.
Proposed start date and duration of the new contract	The proposed start date is 1st June 2023 for a period of 3 years with the option of a year's extension however the contract will be subject to annual funding and performance. If possible and if time allows within the procurement cycle this start date might be brought forwards to 1st April 2023.

APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (APRIL 2022 – JUNE 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	Chief Officer	Actual Gi Live date
Delegated Award Report	Provision of an Enforcement Officer Service	P0726	A service is required for the issuing of Fixed Penalty Notices on behalf of the Council for offences such as littering, smoking in smoke free areas, dog fouling and anti-social behaviour within Birmingham City Centre.	4 years	City Operations	Environment	Carl Tomlinson	Russell Davey / David Gollidge	Presented to Cabinet for info 19/01/2021. Approval to Tender Strategy signed 05/03/2021 and delegated the award to CO. Delegated Award Report signed 05/04/2022.	Waste Investigations Support and Enforcement Ltd	£1,750,000	Steve Sandercock / Rob James	16/05/2022
Strategy / Award	Personal Protection Equipment and Workwear	P0469-2021	The supply of personal protective equipment (PPE) and workwear which includes clothing, footwear and accessories (such as ear protection) for Council departments.	4 years	Council Management	Finance and Resources	Lee Bickerton	Andrea Webster	Presented to Cabinet for info 20/04/2021. Strategy / Award Report signed 12/04/2022.	SMI Int Group Ltd t/a SMI	£2,500,000	Steve Sandercock	20/07/2022
Delegated Award Report	Vulnerable Adults Support Worker Framework Agreement	P0795	Framework Agreement for the provision of housing and wellbeing support to prevent crisis provision or homelessness to the vulnerable groups listed below. The client groups are: <ul style="list-style-type: none"> Young People (16-25yrs) Adults 25yrs plus (Single and Couples) Victims of Domestic Abuse Adults with Complex Needs Ex-Offenders 	4 years	Adults Social Care	Health and Social Care	Andrew Healey	John Hardy / Marie Kennedy	Presented to Cabinet for info 29/06/2021. Approval to Tender Strategy signed 22/12/2021 and delegated the award to CO. Delegated Award Report signed 21/04/2022.	<p>Lot 1 - Young People aged 16-24 years old</p> <ul style="list-style-type: none"> St Basils Spring Housing Association Trident Reach the People Charity Richmond Fellowship The Riverside Group Ltd <p>Lot 2 - Adults aged 25 years and over</p> <ul style="list-style-type: none"> Trident Reach the People Charity Spring Housing Association Craneclough SIFA Fireside Richmond Fellowship The Salvation Army The Riverside Group Ltd 	Up to £9,000,000	Steve Sandercock / Graeme Betts	01/05/2022
Strategy / Award - Amendment	Telecare Services	P0914	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	City Housing	Housing	Carl Tomlinson	Tracy Lee / Manjit Samra	Presented to Cabinet for info 14/12/2021. Strategy / Award Report signed 04/04/2022.	<ul style="list-style-type: none"> Alcuris Ltd Appello Smart Living Solutions Limited Chiptech International Ltd Chubb Systems Ltd eft System Enovation Group GDS Digital Legend Oysta Technology Secureshield Tunstall Healthcare (UK) Ltd Doro 	£1,960,000	Julie Griffin / Steve Sandercock	01/09/2022
Delegated Award Report	Working with the private sector to deliver temporary accommodation solutions	P0754	For the provision of Working with the Private Sector to deliver Temporary Accommodation Solutions.	10 years	City Housing	Housing	Andrew Healey	Stephen Philpott / Marica Bell / Dean Billingham	Cabinet approved the Tender Strategy for the provision of Working with the Private Sector to Deliver Temporary Accommodation Solutions approved by Cabinet Members on 10th November 2020 and delegated the award to CO. Delegated Award Report signed 05/04/2022.	<ul style="list-style-type: none"> Apex Property Services Centennial Property Ltd Claremont Living Ezzi Letting Solutions Ltd Kwik Let Properties Metropolitan Surveyors Ltd Second City Housing Ltd Select Care Solutions Ltd Weir Housing Ltd 	£15,360,000	Steve Sandercock / Julie Griffin	01/05/2022
Strategy/Award	Provision of City Dressing for the Commonwealth Games 2022	P867	to provide details of the outcome of the procurement process undertaken for the provision of further city dressing to support the Council's responsibilities for the look of the city for the Commonwealth Games 2022.	4 months	Commonwealth Games	Leader	Guy Olivant	Dan Tomlinson / Charlie Short	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 29/04/2022.	CSM Sport & Entertainment LLP trading as CSM Live using the Birmingham Organising Committee	£1,600,000	Craig Cooper / Steve Sandercock	01/05/2022
Delegated Award Report	Birmingham & Solihull Youth Promise Plus: Specialist wrap around service for young people with mental health support needs	P0895	This service is to support young people with significant barriers and mental health needs with targeted mental health support which supplements, and 'wraps around' the ongoing employment, education and training interventions provided by other Youth Promise Plus project partners.	1 year, 7 months	Education and Skills	Education of Children and Young People	Clare Sandland	Tara Verrell / Joanne X Lewis / Sandra Asiedu	Presented to Cabinet for info 07/09/2021. Approval to Tender Strategy for the Youth Promise Plus Procurement of Specialist Services signed 08/12/2021 and delegated the award to CO. Delegated Award Report signed 29/04/2022.	<p>Lot 1 - Specialist employment, education and training provision for young people with significant barriers</p> <p>Change Grow Live (CGL)</p> <p>Lot 2 - Specialist wrap around service for young people with mental health support needs</p> <p>Better Pathways</p>	<p>£704,360.67</p> <p>£201,499.00</p> <p>Total value £905,859.67</p>	Sue Harrison / Steve Sandercock	01/08/2022
Strategy / Award	People Services Target Operating Model & Plan		Requires support from a strategic partner to further develop and implement the Target Operating Model (TOM) for People Services that will achieve delivery of a best-in-class people service.	Up to 1 year	Council Management	Finance and Resources	Lee Bickerton	Amanda Mays / Darren Hockaday / Richard Tibbatts	Presented to Cabinet for info 26/04/2022. Strategy / Award Report signed 05/05/2022.	KPMG	£850,000	Rebecca Hellard / Steve Sandercock	12/05/2022
Strategy / Award	Agile Software Engineering Services		The Council in parallel are building their internal digital capability. To support this the Council is implementing a number of strategic programmes. Field Worker programme and customer services being which now needs services of a supplier to support in key software engineering skills (where the gap in the internal team exists). A software engineering partner is required to work as development partner, via collaboratively agreed work packages and to work in conjunction internal resources, providing software engineering expertise to fill gaps in existing delivery teams, ensuring delivery of 2 x critical digital transformation projects.	2 years	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Helen Rees / Jamie Parris	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 10/05/2022.	Redwind Consultancy	£1,300,000	Peter Bishop / Steve Sandercock	16/05/2022
Strategy / Award	For the Provision of an Oracle Fusion Managed Service Provider (MSP)		Provision of an Oracle Fusion Managed Service Provider (MSP) to enable the delivery of a support and maintenance requirement for Birmingham City Councils ERP solution.	2 years with the option to extend for a further 2 years (2+1+1)	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Jamie Parris	This contract extension has been included in the Planned Procurement Activities Report approved by Cabinet as part of the sounding out process on the 07/09/2021. Strategy / Award Report signed 10/05/2022.	Version 1 Solutions Limited	£2,339,974.00	Peter Bishop / Steve Sandercock	16/05/2022
Strategy / Award	Professional Services for Negotiation of Compensation Payments for Land Acquired by HS2	P0840	To provide professional services are required for the negotiation of compensation payments for land and buildings owned by the Council.	4 years	Place, Prosperity and Sustainability	Leader	Carl Tomlinson	Alyson S Marke-Wilson / Charlie Short	Cabinet approved the Negotiation of Compensation Payments for Land and Buildings Acquired by HS2 planned procurement activity report dated 13 October 2020. Strategy / Award Report signed 23/05/2022.	Sanderson Weatherall LLP	£800,000	Kathryn James / Steve Sandercock	01/08/2022

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	Strategic Partner Programme Support, Early Intervention and Prevention Programme	P0916	The provision of a Strategic Partner Programme Support, Early Intervention and Prevention Programme via the Crown Commercial Services.	9 months plus 2 extension options up to 1 year and another option to extend up to 4 months	Adult Social Care	Health and Social Care	Andrew Healey	Andrea Webster	Cabinet Report dated 22/03/2022, "Early Intervention and Prevention – A High Level Target Operating Model (TOM)" delegated authority to the CO's to approve any procurement strategies and subsequent contract award decisions required to support the implementation of the recommendations within that report. Delegated Award Report signed 24/05/2022.	Ernst & Young LLP (EY)	£1,396,000	Graeme Betts / Steve Sandercock	01/06/2022
Delegated Award Report	Holiday Activities and Food (HAF) – Programme Management	P0912	The provision of HAF – Overall Programme Management (OPM) Lot 1 Food Programme Management (FPM) Lot 2.	10 months with the option 4 times for an additional 12 months each extension (1+1+1+1).	Education and Skills	Children, Young People & Families	Clare Sandland	Audrey Salmon / Henrietta Jacobs	Cabinet approved the report on 22/03/2022. Delegated Award Report signed 27/05/2022.	Lot 1 - HAF – Programme Management services StreetGames UK Lot 2 - HAF – Overall Programme Management StreetGames UK Ltd	£676,520 £229,818 Total value £906,338	Sue Harrison / Steve Sandercock	23/07/2022
Strategy / Award	Professional Services to Support the Residential Property Acquisition Programme		There is a requirement for professional services to support the buying of these properties. The services to ensure the completion of the purchase include: •Sourcing of properties •Valuation of properties •Undertaking condition surveys •Negotiation of price •Manage conveyancing process	up to 4 years	City Housing	Housing	Andrew Healey	Bill Pickbourn / Dean Billingham	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 6/06/2022.	Managed Service Provider (MSP) Reed Talent Solutions Limited (trading as Consultancy+), who will formally engage Lambert Smith Hampton	£1,518,000 plus VAT	Julie Griffin / Steve Sandercock	13/06/2022
Strategy / Award	Installation and Repair of Cabling and Audio Visual and Digital Signage		The Council has a requirement for the installation and repair of cabling, audio visual equipment and digital signage.	5 years with a break clause after years 4 and 5	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	James Gregory / Jamie Parris	Presented to Cabinet for info 22/03/2022. Strategy / Award Report signed 16/06/2022.	Insight Direct UK Limited (Insight)	£3,000,000	Peter Bishop / Steve Sandercock	20/06/2022
Delegated Award Report	Ukrainian Resettlement Support Scheme		The provision of Homes for Ukraine: Coordination, Sponsor Checks & Guest Resettlement Support.	1 year minimum plus a further 12 months after the last arrival or The duration of arrivals and up to 12 months after the last arrival	Adult Social Care	Health and Social Care	Andrew Healey	Saba Rai / Marie Kennedy	Approval to enter into a Single Contractor Negotiation with Refugee Action was authorised via Cabinet on 26/04/2022 (Ukrainian Resettlement Support Scheme – Cabinet 26/04/2022) and delegated the award to CO. Delegated Award Report signed 22/06/2022.	Birmingham sponsors and Ukrainian guests	£7,251,030	Graeme Betts / Steve Sandercock	23/06/2022
Delegated Award Report	Framework Agreement for the provision of minor adaptations for disabled people	P0744	For the provision of minor adaptations for disabled people who are at risk of falls and injury within their own homes within Birmingham, irrespective of the service user's property tenure or financial background.	1 year with an option to extend, on a further + 1 year + 1 year basis.	Adult Social Care	Health and Social Care	Andrew Healey	Timsey Deb / Sandra Asiedu	Procurement Strategy Report for the Provision of Minor Adaptations for Disabled People approved on 22nd March 2021 and delegated the award to CO. Delegated Award Report signed 28/06/2022.	Lot 1 North - Able Access UK Ltd Lot 2 South - Hardyman & Co Ltd Lot 3 East - John Gillespie Contractors Ltd Lot 4 West - Bickford Construction	£3,000,000	Graeme Betts / Steve Sandercock	15/08/2022

Birmingham City Council

Report to Cabinet

Date: 8th November 2022



Subject: KEY DECISION PLANNED PROCUREMENT
ACTIVITIES (DECEMBER 2022 – FEBRUARY 2023)
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
Report author: Steve Sandercock, Assistant Director, Procurement
Email Address: steve.sandercock@birmingham.gov.uk

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: 010650/2022		
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 December 2022 – February 2023 which are key decisions. Planned procurement activities reported previously are not repeated in this report.
- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision,

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

2 Recommendations

- 2.1 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 and contract awards.

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 12th 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 December 2022 – February 2023
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (DECEMBER 2022 – FEBRUARY 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	Approval to Tender Strategy	Southside Public Realm Final Scheme Works	TBC	The construction works to complete the Southside Public Realm scheme, in accordance with the Full Business Case approved by the Cabinet Member for Transport and Environment and the Cabinet Member for Finance and Resources, dated 9th February 2021.	1 year, 3 months	Place, Prosperity & Sustainability	Transport	Carl Tomlinson	Jaswant Chahal / Charlie Short	09/01/2023
2	Strategy / Award	Insurance Services for Acivico and Birmingham Children's Trust	TBC	Insurance services for Birmingham Children's Trust (BCT) and Acivico to ensure they have the relevant level of cover to mitigate the risk should an incident occur. These being: •Acivico - Employers Liability incorporating Fidelity Guarantee •BCT - Combined Liability containing Employers Liability and Public Liability	3 years	Council Management	Finance and Resources	Lee Bickerton	Matthew Davis / Stuart Follows	09/01/2023
3	Approval to Tender Strategy	Clearance, Demolition and Remediation of the Bordesley Park Site	TBC	To support the regeneration of Bordesley Park, there is a requirement for the clearance of the site including tyres and waste materials, the demolition of all buildings and the remediation of the ground.	2 years	Planning, Transport and Sustainability	Transport	Carl Tomlinson	Nick Matthews / Charlie Short	19/12/2022
4	Approval to Tender Strategy	Highway Improvements at the Bordesley Park Site	TBC	To support the regeneration of Bordesley Park, there is a requirement for highway improve access within the site and junction surrounding the site.	2 years	Planning, Transport and Sustainability	Transport	Carl Tomlinson	Nick Matthews / Charlie Short	19/12/2022
5	Strategy / Award	Strategic and Technical Advice & Support for Financial Reporting	TBC	The services required relate to strategic and technical advice, as well as delivery and support, for financial reporting for the following areas: •Co-ordinate and manage the closedown of financial accounts and Value For Money assessment •Deliver and support the production of key aspects of the Statement of Accounts and support the external audit •Lead on Financial Control across the Council •Advice on accounting treatments of complex transactions •Knowledge transfer and building internal capacity •Training and development •Provide resilience in a period of change	3 years with the option to extend for a further 12 months	Council Management	Finance and Resources	Lee Bickerton	Mohammed Sajid / Richard Tibbatts	09/01/2023
6	Strategy / Award	Provision of Apprenticeship Training Services	TBC	The service is the provision of vocational training for apprentices employed by the Council and schools under the jurisdiction of the Council.	3 years	Council Management	Finance and Resources	Lee Bickerton	Louise Ward / Richard Tibbatts	19/12/2022
7	Strategy / Award	JNC executive search partner	P0993	Access to national frameworks to utilise suitable executive search partners to help fulfil Senior Leader JNC temporary, permanent, interim and fixed term Senior Leader JNC roles.	4 years	Council Management	Finance and Resources	Lee Bickerton	Heather Watt / Andrea Webster	19/12/2022
8	Strategy / Award	Washroom Services	P0386_2022	The Council requires the provision of the following services: •Waste collection and disposal services – sanitary, nappy, sharps, clinical waste •Roller towels •Hand dryers •Various Washroom equipment e.g., air fresheners, Dust/logo mats	4 years	Council Management	Finance and Resources	Lee Bickerton	Jose Vitoria	16/01/2023
9	Strategy / Award	Installation of Sustainable Warmth Measures in Private Properties	TBC	The management of and installation of various improvements to owner occupied properties to deliver energy efficiency and a reduction in householders' energy bills.	1 year	City Housing	Housing	Andrew Healey	Guy Chaundy / Charlie Short	19/12/2022
10	Strategy / Award	Legal Services for Disrepair	TBC	The provision of legal consultancy services to assess claims received and manage them to conclusion.	1 year	City Housing	Housing	Andrew Healey	Gwendolyn Mayo / Lucy Ford	19/12/2022

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 8th November 2022**

Title of Contract	Southside Public Realm Final Scheme Works
Contact Officers	Director / Assistant Director: Phil Edwards, Assistant Director, Place, Prosperity & Sustainability Directorate Client Officer: Jas Chahal, Transport Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	The construction works to complete the Southside Public Realm scheme, in accordance with the Full Business Case approved by the Cabinet Member for Transport and Environment and the Cabinet Member for Finance and Resources, dated 9 th February 2021.
What is the proposed procurement route?	An open procurement process will be 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 one-off requirement.
Will any savings be generated?	No savings will be generated from this procurement process. 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 for a construction project.
How will this service assist with the Council's commitments to Route to Zero?	The scheme will improve walking and cycling connectivity, enhanced pedestrianised public realm close to major public transport services and National Cycle Route Network. 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 scheme will enhance the Southside area of the city providing benefit to the vibrant local diverse communities which has been developed by engagement with Southside BID and its close links with the local businesses and community. Upgrading of street lighting, CCTV, pedestrian space, cycle route and inclusion of artwork relevant to the local community. The works contract will require the delivery of the key principles of BBC4SR including making our suppliers pay the Real Living Wage.
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 Southside Public Realm Final scheme is required for completion to improve the visitor experience to the city centre and assist with the facilitation of economic growth.
What budget is the funding from for this service?	The scheme will be funded from the approved Southside budget.
Proposed start date and duration of the new contract	The proposed start date is January 2024 for a period of 1 year, 3 months.

Title of Contract	Insurance Services for Acivico and Birmingham Children's Trust
Contact Officers	Director / Assistant Director: Sara Pitt – Director of Finance (Deputy Section 151 Officer) Client Officer: Matthew Davis – Insurance Manager Procurement Officer: Stuart Follows – Assistant Category Manager
Briefly describe the service required	Insurance services for Birmingham Children's Trust (BCT) and Acivico to ensure they have the relevant level of cover to mitigate the risk should an incident occur. These being: <ul style="list-style-type: none"> Acivico - Employers Liability incorporating Fidelity Guarantee (provides them an indemnity against its legal liability to compensate those employees who sustain either a personal injury or contract an illness or disease during the course of their employment that exceeds the level of self -insurance and also theft by employees and all theft of money). BCT - Combined Liability containing Employers Liability and Public Liability covering liability for injury to third parties or damage to their property in the course of the business and Professional Indemnity covering liability for professional advice given arising from building consultancy. Plus, Directors and Officers providing cover for loss arising from inadvertent wrongful act by directors or senior managers in the performance of their roles.
What is the proposed procurement route?	A procurement process will be undertaken by way of a further competition using the Crown Commercial Services (CCS) Insurances Services 3 - Dynamic Purchasing System.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contracts in place for BCT and Acivico are until 31 st March 2023 with Zurich Municipal.
Will any savings be generated?	No cashable savings are anticipated by this project with the premium dependent upon performance, wage roll and turnover.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house for the period of this contract.
How will this service assist with the Council's commitments to Route to Zero?	Any specification will require the Council's commitments to Route to Zero to be considered, in particular to a reduction in zero emission for transport.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	These insurance services ensure that the two organisations have the cover to mitigate the risk of incidents and also provide a level of insurance to the employees. The process will incorporate the BBC4SR, and suppliers will need to demonstrate that the employees pay the Real Living Wage.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Under S.111 Local Government Act 1972, the Council has power to support of the performance of the Council's primary functions which are contained in a raft of legislation according to the services areas in which the buildings / assets facilitate service delivery.
What budget is the funding from for this service?	The premiums will be funded by Birmingham Children's Trust and Acivico themselves.
Proposed start date and duration of the new contract	The proposed start date is 1 st April 2023 for a period of 3 years.

Title of Contract	Clearance, Demolition and Remediation of the Bordesley Park Site
Contact Officers	Director / Assistant Director: Ian MacLeod, Director Planning, Transport and Sustainability Client Officer: Nick Matthews, Project Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	To support the regeneration of Bordesley Park, there is a requirement for the clearance of the site including tyres and waste materials, the demolition of all buildings and the remediation of the ground.
What is the proposed procurement route?	A procurement process will be undertaken advertised on 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.
Will any savings be generated?	There are no cashable savings that will be realised from the award of this contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The contractor will take appropriate steps in carbon reduction when delivering the highway improvement works.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The demolition and remediation works will support the regeneration scheme in the creation of jobs in Bordesley Green which is amongst the most deprived wards in the city and has the 7th lowest average income.
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 support the regeneration of the Bordesley Park site.
What budget is the funding from for this service?	This is funded from Levelling Up Fund and Council capital match.
Proposed start date and duration of the new contract	The proposed start date is February 2023 for a period of 2 years.

Title of Contract	Highway Improvements at the Bordesley Park Site
Contact Officers	Director / Assistant Director: Ian MacLeod, Director Planning, Transport and Sustainability Client Officer: Nick Matthews, Project Delivery Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	To support the regeneration of Bordesley Park, there is a requirement for highway improved access within the site and junction surrounding the site.
What is the proposed procurement route?	A procurement process will be undertaken advertised on 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.
Will any savings be generated?	There are no cashable savings that will be realised from the award of this contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The contractor will take appropriate steps in carbon reduction when delivering the highway improvement works.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The highway works will support the regeneration scheme in the creation of jobs in Bordesley Green which is amongst the most deprived wards in the city and has the 7th lowest average income.
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 support the regeneration of the Bordesley Park site.
What budget is the funding from for this service?	This is funded from Levelling Up Fund and Council capital match.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 2 years.

Title of Contract	Strategic and Technical Advice & Support for Financial Reporting
Contact Officers	Director / Assistant Director: Sara Pitt, Director Finance Client Officer: Mohammed Sajid, Interim Head of Financial Strategy Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	<p>The services required relate to strategic and technical advice, as well as delivery and support, for financial reporting for the following areas:</p> <ul style="list-style-type: none"> • Co-ordinate and manage the closedown of financial accounts and Value For Money assessment • Deliver and support the production of key aspects of the Statement of Accounts and support the external audit • Lead on Financial Control across the Council • Advice on accounting treatments of complex transactions • Knowledge transfer and building internal capacity • Training and development • Provide resilience in a period of change <p>There is not the capacity in-house to deliver this service as three long-standing staff are leaving the Council, and these are specialist and hard to recruit roles. This delivery model offers financial and operations resilience and certainty in hard to fulfil specialisms in an important function.</p> <p>A further competition exercise was carried out for the above contract and awarded in January 2021 using the same Crown Consultancy Services Management Consultancy 2 Framework Agreement. The incumbent offers continuity as its staff have been working with the Council and supported two financial reporting cycles and gained invaluable experience. This cannot be transferred to another supplier or attained in a reasonable amount of time, if at all. This knowledge is critical whilst the new financial system is embedded into the Council and there is further turnover in the Council team. The supplier thus provides the most economically advantageous solution for our requirements.</p> <p>The contract needs to deliver financial reporting for 2022/23 (a process which should have started by February 2023). A new supplier will not be able to have the immediate impact the Council requires and which the incumbent can provide as a result of their two-year involvement.</p> <p>Value for Money is evidenced by the successful tender in January 2021. Any new competition is likely to result in higher costs due to inflationary pressures since January 2021</p> <p>The supplier produced a Social Value plan as part of the original tender and award, and this will be commensurately extended as part of this new contract.</p>
What is the proposed procurement route?	A direct award will be carried out using Crown Consultancy Services Management Consultancy 2 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A two-year contract awarded using the Crown Consultancy Services Management Consultancy 2 Framework Agreement. This ends February 2023.
Has the In-House Preferred Test been carried out?	Yes - There is not the capacity in-house to deliver this service as the long-standing staff are leaving the Council and these are specialist and hard to recruit roles. This contract includes a knowledge transfer element and will ensure junior staff are able to cover such roles in the future.
How will this service assist with the Council's commitments to Route to Zero?	The services required will support our directorates within the Council in the achievement of their ambitions on the Route to Zero.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The key element of this contract is knowledge transfer to existing and new BCC staff which should enhance career development and improve wellbeing by ensuring staff are trained and knowledgeable to undertake these specialist roles. The contract provides the Council with resilience as well as technical and specialist support in a statutory duty to ensure the Council produces accurate and timely financial data for better council wide decision making.

Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has statutory obligations under Section 151. More specifically the obligations of a CFO to ensure good financial management to safeguard value for money and operate a fit for purpose Finance service. The required services will support the Council's statutory financial reporting requirements including the production of the Statement of Accounts, adherence to accounting standards and unqualified audit opinions.
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance and Governance Directorate budget.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 3 years with option to extend for a further 1 year.

Title of Contract	Provision of Apprenticeship Training Services
Contact Officers	Director / Assistant Director: Darren Hockaday, Director, HR and Organisation Development (interim) Client Officer: Louise Ward, Interim Apprenticeship Manager Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	The service is the provision of vocational training for apprentices employed by the Council and schools under the jurisdiction of the Council. The type of training will include business administration, customer services, facilities management, leadership and specialist areas including finance, legal, procurement, built environment. The number of providers engaged will change dependent upon demand.
What is the proposed procurement route?	To seek approval to use the Yorkshire Purchasing Organisation Apprenticeship Training framework agreement to carry out either direct award or a further competition exercise in accordance with the protocol.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a current contract in place. The existing contract expired on 20 th August 2022 and has not been reprocedured in time. However, the services have continued to be provided under Yorkshire Purchasing framework agreement whereby competition exercises for training opportunities with YPO approved providers were and continue to be carried out.
Will any savings be generated?	There is no cost for us as a business to access this service. The YPO framework charges 1% of the apprenticeship standard back to the procured training providers.
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 no skills, capacity and ability to deliver this service. To procure via our own framework this would take 6+ months and we do not have the resource or time factors to pause apprenticeship starts whilst we undergo these procurement lots of apprenticeship provision.
How will this service assist with the Council's commitments to Route to Zero?	Not applicable.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	By procuring high quality apprenticeship providers we will be asking them to work with partner organisations to access a greater pool of candidates who are diverse and reach into the communities as part of the recruitment process for new apprentices. We need to represent our community make up as 40% of our population are under 25-year-olds and our age profile is 49 as a Council. Therefore, by utilising the apprenticeship levy we are attracting early careers into the Council to change the demographics and profile of our workforce, so we are more inclusive.

Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	As a Council we pay 0.5% of our and school's PAYE as a tax into an online digital account for apprenticeship training. If we do not utilise this then it is lost back to treasury, so we need to offer this to our employees as an upskilling opportunity.
What budget is the funding from for this service?	Not required as zero costs.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a period of 3 years.

Title of Contract	JNC Executive Search Partner (P0993)
Contact Officers	Director / Assistant Director: Steve Sandercock, Assistant Director - Procurement Client Contact: Heather Watt on behalf of Darren Hockaday Procurement Officer: Andrea Webster, Procurement Manager
Briefly describe the service required	Access to national frameworks to utilise suitable executive search partners to help fulfil Senior Leader JNC temporary, permanent, interim and fixed term Senior Leader JNC roles.
What is the proposed procurement route?	It is proposed that several call-off contracts be let under national framework agreements (FA), in accordance with the ordering/award procedures of those FAs, as and when JNC roles/vacancies are identified. There are numerous owners of national FAs, Crown Commercial Services being one, but there are many more. Until JNC roles are scoped, it is not possible to identify a single FA which could provide all the skills or specialisms that are needed. It is in the knowledge that no single FA or organisation has the range and breadth of skills to fully meet the Council's diverse needs at JNC level, that flexible access to multiple frameworks and providers is required. The mobilisation of a search partner will need to be done at pace with individual appointments of work approved under delegated authority as and when required.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements. The corporate contract for Executive Search services expired in May 2021 and was not renewed pending a decision on the preferred procurement strategy.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out and shows that this service cannot be undertaken in house.
How will this service assist with the Council's commitments to Route to Zero?	As the contract will generate negligible carbon emissions there are no opportunities for this to assist with the Council's Route to Zero commitments.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	We will continue to only work with available search partners who take our commitment to diversity seriously and are willing to provide us with appropriately diverse candidate slates + the data behind those long and shortlists of candidates. By working with a broad range of providers who have equality as one of their values, we will demonstrate our desire to recruit senior leaders from different backgrounds and positively include the in our processes.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is no statutory duty to provide this service. However, this service is required to progress at pace to fulfil JNC appointments (temp, interim, fixed term & permanent) as and when they arise.
What budget is the funding from for this service?	This is funded from individual approved, directorate budgets.
Proposed start date and duration of the new contract	The proposed start date is 1st December 2022 for a period of 4 years.

Title of Contract	Washroom Services (P0386_2022)
Contact Officers	Director / Assistant Director: Steve Sandercock, Assistant Director – Procurement Procurement Officer: Jose Vitoria, Assistant Category Manager
Briefly describe the service required	The Council requires the provision of the following services: <ul style="list-style-type: none"> • Waste collection and disposal services – sanitary, nappy, sharps, clinical waste • Roller towels • Hand dryers • Various Washroom equipment e.g., air fresheners, Dust/logo mats
What is the proposed procurement route?	To award a Call off contract by direct award using the ESPO Washroom Services framework agreement 239_2020. In line with the direct award criteria set out in the framework agreement the Supplier with the most economically advantageous solution will be recommended for award. This will include an assessment of framework prices of all Suppliers against the Council's current range of products/services. The combined strategy & award report will include the results of this assessment.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Rentokil Initial UK Limited under the Eastern Shires Purchasing Organisation (ESPO) Framework agreement is due to expire on 30 th April 2023.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	The In-House Preferred Test has been carried out and shows that this service cannot be undertaken in house.
How will this service assist with the Council's commitments to Route to Zero?	Under the call off Contract Suppliers are required to reduce environmental impact within the lifecycle of their Call off Contract. The successful Supplier shall be required to provide information on new or improved environmentally preferable products and demonstrate their measured progress against the Council's commitments to Route to Zero. This will be monitored through Contract management activities.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	While not directly assisting in the Everybody's Battle, Everybody's Business. This contract will ensure that all employees and visitors, to any buildings owned by the Council or where the Council delivers its services from, do so confident that washroom services in Council buildings, and individual areas, meet all the hygiene requirements to maintain the health and wellbeing of employees and visitors.
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 these services. However, the services are required to support the provision of welfare facilities and environmental obligations under a wide range of primary legislation including: <ul style="list-style-type: none"> • The Workplace (Health, Safety and Welfare) Regulations The Health and Safety at Work etc Act 1974 • 1992 • The Water Industries Act 1991 • Environmental Protection Act 1990 • Landfill (England and Wales) Regulations 2002 • Control of Pollution Act 1974 (Section 17) • Control of Pollution (Special Waste) Regulations 2005 • The Classification, Packaging and Labelling of Dangerous Substances Regulations 2006 • Environmental Protection (Duty of Care Regulations 1991 • Hazardous Waste (England and Wales) Regulations 2005 and amended 2009 • The European Waste Catalogue 2002 • The Waste (England and Wales) Regulations 2011 and amended 2014

What budget is the funding from for this service?	The cost of the services and products purchased will be met from individual Directorate's approved budgets.
Proposed start date and duration of the new contract	The proposed start date is 1 st May 2023 for a period of 4 years.

Title of Contract	Installation of Sustainable Warmth Measures in Private Properties
Contact Officers	Director / Assistant Director: Julie Griffin, Strategic Director of City Housing Client Officer: Guy Chaundy, Senior Service Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	Cabinet approved the delegation of Procurement Strategy in the report- Green Homes Grants Delivery Phase 2 dated 7 th September 2021. The management of and installation of various improvements to owner occupied properties to deliver energy efficiency and a reduction in householders' energy bills.
What is the proposed procurement route?	The proposed route to market will be to use a compliant public sector framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The approved route is to use the Constructing West Midlands Framework Agreement. Due to the volumes of work and the capacity of the marketplace, there is a requirement for an alternative procurement route to enable the works to be completed to meet funding conditions.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	This requirement for works is not suitable to be delivered in-house.
How will this service assist with the Council's commitments to Route to Zero?	The installations assist in energy efficient savings and the reduction in carbon emissions.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Sustainable warmth measures are available to all sections of the community who meet the requirements of the funding conditions.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	No, there is not a statutory duty for this service. However, the works supports the government's policy and the Council's Route to Zero policy to improve sustainability in housing
What budget is the funding from for this service?	This is funded from the LAD2 (Public and Private Properties) budget.
Proposed start date and duration of the new contract	The proposed start date is December 2022 for a period of 1 year.

Title of Contract	Legal Services for Disrepair
Contact Officers	Director / Assistant Director: Julie Griffin, Strategic Director City Housing Client Officer: Gwendolyn Mayo, Business Support Manager Procurement Officer: Lucy Ford, Sub-category Manager
Briefly describe the service required	The provision of legal consultancy services to assess claims received and manage them to conclusion.
What is the proposed procurement route?	Further competition under the EM Lawshare Framework. This is a compliantly procured framework which the Council has experience using. There are a number of approved framework suppliers who could participate in the procurement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Existing arrangements are managed internally, there are no external contracts in place. This will be a new arrangement.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	Yes, however whilst In-house is the preferred solution, there is insufficient resource to manage the backlog of cases. The Council will need to recruit to the roles. Whilst recruitment is undertaken a solution is required to manage cases for the medium term.
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 minimises their carbon footprint.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	It will support the Council to meet the needs of our citizens and the neighbourhoods (addressing place matters) ensuring that work in our neighbourhoods is actioned quickly giving results to all our residents. The focus is also on equity in terms of the action to rectify the cases against the council.
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 Council has a statutory obligation to carry out the repairs and maintenance of its housing stock.
What budget is the funding from for this service?	This is funded from the HRA budget.
Proposed start date and duration of the new contract	The proposed start date is January 2023 for a duration up to 1 year.