

Report to:	CABINET
Report of:	ASSISTANT DIRECTOR PROCUREMENT
Date of Decision:	16th FEBRUARY 2016
SUBJECT:	PLANNED PROCUREMENT ACTIVITIES (APRIL 2016 – JUNE 2016) AND QUARTERLY CONTRACT AWARD SCHEDULE (OCTOBER 2015 – DECEMBER 2015)
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):	Cabinet Member, Commissioning, Contracting & Improvement
Relevant O&S Chairman:	Cllr Waseem Zaffar, Corporate Resources
Wards affected:	All

1. Purpose of report:
<p>1.1 This report provides details of the planned procurement activity for the period April 2016 – June 2016 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.</p>

2. Decision(s) recommended:
That Cabinet
<p>2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period April 2016 – June 2016 as detailed in Appendix 1.</p> <p>2.2 Notes the contract award decisions made under Chief Officers delegation during the period October 2015 – December 2015 as detailed in Appendix 2.</p>

Lead Contact Officer (s):	
Telephone No: E-mail address:	Nigel Kletz Corporate Procurement Services Economy Directorate 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 Overview & Scrutiny Committee and is the process for consulting with and taking soundings from relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members/ Corporate Resources Overview & Scrutiny Committee 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 and Appendix 2 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 19 July 2011 meeting of Council Business Management Committee changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £2.5m 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.
- 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 Overview & Scrutiny Committee. It also informs members of the contracts awarded under Chief Officers delegation between the period October 2015 – December 2015.
- 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 £2.5m. This will give members visibility of all procurement activity and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the delegation threshold.
- 5.4 Individual contracts can be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Corporate Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 5.5 Procurements below £2.5m 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 £2.5m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.

6. Evaluation of alternative option(s):

- 6.1 The report approved by Council Business Management Committee on 19 July 2011 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 £2.5m, unless TUPE applies to current Council staff.
- 7.2 To inform Cabinet of contract award decisions made under Chief Officers delegation during the period October 2015 – December 2015 as detailed in Appendix 2.

Signatures:**Date:**

Name of Officer:
Nigel Kletz – Assistant Director (Procurement)

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Councillor Stewart Stacey, Commissioning, Contracting & Improvement

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

1. Appendix 1 - Planned Procurement Activity April 2016 – June 2016
2. Appendix 2 – Quarterly Award Schedule October 2015 – December 2015

Report Version	1	Dated	29/01/2016
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APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (APRIL 2016 – JUNE 2016)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Commissioning, Contracting & Improvement Plus	Finance Officer	Contact Name	Planned CO Decision Date	Comments - including any request from Cabinet Members for more details	Living Wage apply Y / N
Strategy / Award	Books Supply & Associated Services	P0297	The purchase of books and audio visual media for Birmingham Library and Archive Services and other Community Libraries.	4 years	Economy	Skills, Learning and Culture	Jayne Bench	Lisa Haycock	04/04/2016		Y
Strategy / Award	Security for Events	F0240	The Council holds a number of events every year for which security and/or stewarding requirements need to be fulfilled.	3 years	Place	Skills, Learning and Culture	Paul Quinney	Lisa Haycock	28/03/2016		Y
Delegated Extension Award	Parks Catering Licences	F0164	(i) Licences to sell Ice Creams in various Parks (ii) Lease agreements to run the tea rooms at Bham Nature Centre & Banners Gate, Sutton Park.	(i) Mobile catering - 3 years & 5 months (ii) Tea rooms - 2 years & 9 months	Place	Sustainability	Simon Hunt	Andrea Webster	31/03/2016		Y

Appendix 2 – Quarterly Contract Award Schedule (OCTOBER 2015 – DECEMBER 2015)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Commissioning, Contracting & Improvement Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Delegated Contract Award	Supply & Distribution of Fresh Fruit and Vegetables and Free Range Eggs	F251	Supply and distribution of fresh fruit and vegetables and free range eggs.	3 years plus 1 year option to extend	Economy	Deputy Leader	John Barr	Richard Tibbatts / Simon Gurney	Cabinet approved the Approval To Tender Strategy Report on 16/03/2015 and delegated the award to CO. Delegated Award Report signed 21/10/2015 .	Arthur Bretts Ltd	Nigl Kletz	02/11/2015
Delegated Extension Award	Provision of Cleaning Services for Temporary Accommodation and Communal Areas of Sheltered and Low Rise Accommodation	F0136	Cleaning Services for Temporary Accommodation and Communal areas of Sheltered and Low Rise Accommodation for 3 quadrants of the City. These quadrants are East, South and West & Central.	1 year, 1 month	People / Place	Neighbourhood Management & Homes and Commissioning	Guy Olivant	Jane Piovesana	Cabinet approved the Approval to Tender Strategy Report 10/12/2012 and delegated the award and extension to CO. Delegated Contract Award Report signed 19/09/2013 . Contract Extension signed 22/10/2015 .	1) Hi-Spec Facilities Services Plc 2) Superclean Services Wothorpe Limited	Jacqui Kennedy	01/12/2015
Delegated Contract Award	Specialist Support Services for the Childcare Sector 2015/16 (now called Extension of Six Specialist Services to Support Early Years and Out of School Sectors)	C0141	Provide targeted support to childcare organisations in Birmingham in order to raise and maintain the quality of Early Years and Out of School childcare provision, to ensure that childcare and early education provision is sufficient, affordable and of high quality to last until outcome of early years review is implemented.	1 year	People	Children's Services	Anil Nayyar	Tajinder Bharj	Presented to Cabinet for info 29/06/2015. Delegated Contract Report signed 23/10/2015 .	1) Birmingham Playcare Network - (Contract 1) 2) 4Children - (Contract 2) 3) National Day Nurseries Assoc - (Contract 4 & 5) 4) Birmingham Pre-School Learning Alliance (Contract 7) 5) Birmingham Community Healthcare NHS Trust - (Contract 8)	Peter Hay / Nigel Kletz	01/10/2015
Delegated Contract Award	Deliver Orientation, Accommodation and Support Services for Vulnerable Syrian Refugees	C0235	Service to deliver orientation, accommodation and support services for vulnerable syrian refugees.	3 years plus option to extend for a further 2 years	People	Health and Social Care	Peter Woodall	Parveen Mercer / Robert Cummins	Cabinet approved the Approval to Tender Strategy 20/10/2015 and delegated the award to CO. Delegated Contract Award Report signed 20/11/2015 .	Refugee Action	Peter Hay / Nigel Kletz	01/12/2015
Strategy / Award	Birmingham Gateway and Grand Central	TBC	Birmingham Gateway and Grand Central: Project Governance; Funding, Finance and Construction Monitoring and Control; Property Matters; Employment and Skills Outcomes.	18 months	Economy	Development, Transport and the Economy	Alison Jarrett	Philip Edwards / Charlie Short	Presented to Cabinet for info 27/07/2015. Strategy/Award Report signed 23/11/2015 .	Turner & Townsend Project Management Limited	Nigel Kletz / Paul Dransfield	01/12/2015
Delegated Contract Award	Miscellaneous Drainage Works and Footway Crossings (Light Duty)	TBC	Miscellaneous Drainage Works Framework Agreement works include flood defence, reservoir maintenance, watercourse improvement and maintenance and Footway Crossings works not part of the Highways Maintenance and Management PFI contract. During the 12 months an open tender will be held to establish a new framework agreement.	1 year	Economy	Development, Transport and the Economy	Paul Quinney	Mohammed Yahiah / Iqbal Sangha	Presented to Cabinet for info 29/06/2015. SCN signed 08/10/2015 . Delegated Contract Report signed 27/11/2015 .	Footway Crossings (Light Duty): 1) Keane Construction (Midlands) Ltd 2) J Dodd & Sons (Contractors) Ltd 3) RW Services Plant Hire Ltd 4) Erris (Builders) Ltd 5) Durolas (Contractors) Ltd Miscellaneous Drainage Works: 1) Haystoun Construction Ltd 2) RW Services Plant Ltd 3) Erris (Builders) Ltd	Nigel Kletz / John Blakemore	30/11/2015
Delegated Contract Award	Arboriculture Services (Trees)	F131	The maintenance of trees on non-highway land. The Council's requirement for Arboriculture Services is wide ranging e.g. various tree pruning operations, tree felling etc. The negotiated framework agreements will be while a full options appraisal takes place.	15 months	Place	Sustainability	Paul Quinney	Andrea Webster	Presented to Cabinet for info 29/06/2015. SCN signed 17/11/2015 . Delegated Contract Report signed 30/11/2015 .	Blythe Valley Ltd (North & South Contract)	Jacqui Kennedy / Nigel Kletz	14/12/2015

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Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Commissioning, Contracting & Improvement Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Delegated Contract Award	Legal Entitlement Advice Services: Welfare Benefit & Debt Management (Phases 1,2 & 3)	C0140	Commission of partnership (of advice providers) and independent advice providers to deliver advice service relating to Welfare Benefits and Debt Management to the citizens of Birmingham.	2 years, plus 1 year option to extend	Place	Inclusion and Community Safety	Parmjeet Jassal	Aftab Inayat / Robert Cummins	Presented to Cabinet for info 22/09/2015. Approval to Tender Strategy (C0224) Report signed 22/10/2015 and delegated the award to CO. The extension element of Strategy Report (C0140) signed 22/10/2015 with the Delegated Contract Award signed 15/12/2015 .	1) Age Concern Birmingham 2) Birmingham Citizens Advice Bureaux 3) Birmingham Settlement 4) Castle Vale Tenants & Residents Alliance 5) Freshwinds 6) Cole Valley Advice Services	Ifor Jones / Nigel Kletz	01/01/2016
Delegated Extension Award	Joint Data Team Contract	P0187	Provides strategic planning and transportation planning data for the seven West Midland Metropolitan District Councils.	2 years	Economy	Deputy Leader	Simon Ansell	Andrea Webster	Presented to Cabinet for info 17/11/2015. Delegated Extension Award Report signed 16/12/2015 .	Mott McDonald Ltd	Paul Dransfield	01/04/2016
Delegated Contract Award	Independent Visitors Service	TBC	The provision of a high quality and effective Independent Visitors Service is a statutory duty under the Children Act 1989 and contributes to the strategic priority of protecting children from significant harm by providing children in care who do not have contact with their birth families with an adult to visit, advise and befriend them.	2 years plus 2 years option to extend	People	Children's Services	Denise Wilson	John Freeman	Presented to Cabinet for info 18/05/2015. Approval to Tender Strategy Report signed 25/08/2015 And delegated the award to CO. Delegated Contract Award Report signed 22/12/2015 .	The Children's Society	Nigel Kletz / Peter Hay	01/02/2016
Delegated Contract Award	Homelessness Prevention	P0286	Provide a range of specialist advice services aimed at meeting the housing and wider needs of persons who are homeless or at risk of homelessness.	2 years	People	Health and Social Care	Margaret Ashton-Gray	Lisa Haycock	Presented to Cabinet for info 15/09/2014. Approval to Tender Strategy Report signed 31/07/2015 and delegated the award to CO. Delegated Contract Award signed 22/12/2015. This award is for the first part of the services as presented to Cabinet on 15/9/2014. The award for the remaining services will be reported in the next Quarterly Award Schedule. C0237 yet to be awarded.	Theam Security Limited	Nigel Kletz / Peter Hay	01/01/2016
Delegated Contract Award	Pilot Early Help Delivery Model	TBC	To demonstrate that the right type of investment and the right type of service delivery in early help harnesses additional resources from partners, amplifies impact and reduces demand for high cost intensive and specialist services and improves outcomes for children (and their families).	17 months	People	Children's Services	David Waller	Rita Adams / Mike Smith	Presented to Cabinet for info 18/05/2015. SCN signed 23/10/2015 . Delegated Contract Award Report signed 22/12/2015 .	Malachi Community Trust	Nigel Kletz / Peter Hay	April 2015