

# BIRMINGHAM CITY COUNCIL

## PUBLIC REPORT

**Report to:** CABINET  
**Report of:** DIRECTOR OF COMMISSIONING & PROCUREMENT  
**Date of Decision:** 12 DECEMBER 2017  
**SUBJECT:** PLANNED PROCUREMENT ACTIVITIES (FEBRUARY 2018 – APRIL 2018)  
**Key Decision:** No  
**Relevant Forward Plan Ref:** n/a  
**If not in the Forward Plan:** Chief Executive approved   
**(please "tick" box)** O&S Chair approved   
**Relevant Cabinet Member(s) or** Cllr Majid Mahmood – Commercialism, Commissioning  
**Relevant Executive Member** and Contract Management  
**Relevant O&S Chair:** Cllr Mohammed Aikhlaq, Corporate Resources and  
Governance  
**Wards affected:** All

### 1. Purpose of report:

- 1.1 This report provides details of the planned procurement activity for the period February 2018 – April 2018. Planned procurement activities reported previously are not repeated in this report.

### 2. Decision(s) recommended:

That Cabinet

- 2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period February 2018 – April 2018 as detailed in Appendix 1.

### Lead Contact Officer (s):

Nigel Kletz  
Corporate Procurement Services  
Strategic Services Directorate

**Telephone No:**

0121 303 6610

**E-mail address:**

[nigel.kletz@birmingham.gov.uk](mailto:nigel.kletz@birmingham.gov.uk)

### **3. Consultation**

#### 3.1 Internal

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

#### 3.2 External

None

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

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

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

#### 4.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)

Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of the contracts. Tenderers will submit an action plan with their tender that will be evaluated in accordance with the agreed evaluation criteria and the action plan of the successful tenderers will be implemented and monitored during the contract period. Payment of the Living Wage, as set by the Living Wage Foundation, is a mandatory requirement of the BBC4SR and will apply for all contracts in accordance with the Council's policy for suppliers to implement the rate.

#### 4.2 Financial Implications

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

#### 4.3 Legal Implications

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

#### 4.4 Public Sector Equality Duty

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

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

- 5.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contractor under TUPE, the contract award decision has to be made by Cabinet.
- 5.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Corporate Resources and Governance Overview & Scrutiny Committee.
- 5.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£164,176) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the delegation threshold.
- 5.4 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Corporate Resources and Governance Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 5.5 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 5.6 A briefing note including financial information is appended to the Private report for each item on the schedule.

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

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

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

- 7.1 To enable Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.

**Signatures:**

**Date:**

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Nigel Kletz – Director of Commissioning & Procurement

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Councillor Majid Mahmood - Commercialism, Commissioning and Contract Management

**List of Background Documents used to compile this Report:**

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

Appendix 1 - Planned Procurement Activity February 2018 – April 2018

**Report Version** 1      **Dated** 30/11/2017

**APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (FEBRUARY 2018 – APRIL 2018)**

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Planned CO Decision Date
Approval To Tender Strategy	Syrian Vulnerable Person's Resettlement Scheme (SVPRS): Year 3 Programme	TBC	To commission a range of services, projects and activities to support Syrian refugees entering their third year in Birmingham, in order to help them to integrate and settle in the City. This is particularly focused on developing and delivering activity which can provide and/or support English for Speakers of Other Languages, community networks, community cohesion, mental health and wellbeing, as well as education and employment.	1 year	Adults Social Care & Health	Health and Social Care	Shabir Ladak	Austin Rodriguez / Gina Dimarco	08/01/2018
Strategy / Award	Estate Professional Services	TBC	To provide the Council with access to the Crown Commercial Services Estates Professional Services framework (RM3816) to compliment the in-house capacity in providing property and estates related professional services.	3 years, 8 months	Economy	Deputy Leader	Simon Ansell	Eden Ottley / Charlie Short	08/01/2018
Approval To Tender Strategy	Enforcement Agency Services – Unauthorised Encampments	TBC	Provision of Enforcement Agency Services for Unauthorised Encampments is required to ensure the council is able to support the management of unauthorised encampments (the removal of illegal encampments on Council owned land).	2 years plus 1 year option to extend and a further 1 year extension	Economy	Deputy Leader	Parmjeet Jassal	Lisa Haycock / Brigitte Kershaw	08/01/2018
Approval To Tender Strategy	Debt Collection and Bailiff Services	P0202	Debt collection and bailiff service is required to ensure the council fulfils its statutory obligation to manage the financial affairs of the city and actively pursue debts owed by citizens. The framework agreement will be split into 2 lots as follows: <u>Lot 1:</u> Lot 1A – Annual service charges, major works service charges, ground rent, interest and court costs Lot 1B – Rent arrears and sundry housing debts Lot1C – Housing benefit overpayment debt collection Council and Private tenants (current and former) Lot 1D – Sundry debts <u>Lot 2:</u> Lot 2A - Highways (Penalty Charge Notices) Lot 2B - Commercial Rent Arrears	4 years	Economy	Deputy Leader	Thomas Myers	Lisa Haycock / Brigitte Kershaw	08/01/2018
Approval To Tender (SCN)	Young People's Substance Misuse Treatment Service	TBC	The purpose of the service is to reduce the harm of substance misuse. The service provides both brief and extended interventions and structured treatment. The service works closely with the Youth Offending Service.	1 year	Adult Social Care and Health	Health and Social Care	Shabir Ladak	John Freeman / Gina Dimarco	22/01/2018
Approval To Tender Strategy	Maintenance and Replacement of Non-PFI Lighting Assets on Housing Land	TBC	Provision of lighting maintenance and replacement services to around 3,000 non-PFI lighting assets, which are located City-wide on Housing land.	4 years	Economy	Transport and Roads	Guy Olivant	Paul Laythorpe / Charlie Short	22/01/2018
Approval To Tender Strategy	Integrated Community Equipment Services	TBC	Provides community equipment free of charge, on loan or for single issue, to citizens in Birmingham who meet the agreed criteria. ICES aims to promote discharge from hospital and re-enablement, and also seeks to support people to remain in their own homes.	4 years	Adults Social Care & Health	Health and Social Care	Anil Nayyar	Andrew Wright / Gina Dimarco	08/01/2018