

Report to:	CABINET
Report of:	DIRECTOR OF COMMISSIONING & PROCUREMENT
Date of Decision:	16th MAY 2017
SUBJECT:	PLANNED PROCUREMENT ACTIVITIES (JUNE 2017 – AUGUST 2017)
Key Decision: No	Relevant Forward Plan Ref: n/a
If not in the Forward Plan: (please "tick" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s):	Cllr Majid Mahmood – Value for Money and Efficiency
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq, Corporate Resources and Governance
Wards affected:	All

1. Purpose of report:

- 1.1 This report provides details of the planned procurement activity for the period June 2017 – August 2017. 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 June 2017 – August 2017 as detailed in Appendix 1.

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

3. Consultation

3.1 Internal

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

3.2 External

None

4. Compliance Issues:

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

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

4.2 Financial Implications

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

4.3 Legal Implications

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

4.4 Public Sector Equality Duty

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

5. Relevant background/chronology of key events:

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

6. Evaluation of alternative option(s):

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

7. Reasons for Decision(s):

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

Signatures:**Date:**

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Nigel Kletz – Director of Commissioning & Procurement

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Councillor Majid Mahmood - Value for Money and Efficiency

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

Appendix 1 - Planned Procurement Activity June 2017 – August 2017

Report Version	1	Dated	02/05/2017
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APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JUNE 2017 – AUGUST 2017)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Planned CO Decision Date	Comments - including any request from Cabinet Members for more details	Living Wage apply Y / N
Approval To Tender Strategy	Debt Collection and Bailiff Services	P0202	The provision of a 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. This will assist in securing the debt, increasing collection rate targets and income generation.	4 years	Economy / Finance & Legal	Deputy Leader	Guy Olivant / Thomas Myers	Lisa Haycock	04/07/2017		Y
Approval To Tender Strategy	Energy Company Licence	TBC	The proposed Energy Company, which is subject to FBC approval by Cabinet, will be setup by utilising the typical entrant route to market by purchasing an existing 'supplier in a box' that already holds the necessary accredited licences. This is less expensive and more efficient than creating a supplier from scratch and go through the licencing accreditation process. A contract award will not be entered into until Cabinet has approved the FBC.	5 years	Economy	Clean Streets, Recycling and Environment	Simon Ansell	Richard Rees / Charlie Short	30/06/2017		Y
Approval To Tender Strategy	Provision of Anti-Social Behaviour Enforcement Service	P0304	The provision of an anti-social enforcement service to patrol the city centre and outlying centres. The service is to supplement and work in conjunction with the Council's existing workforce. The service is to issue fixed penalty notices covering anti-social behaviour including littering, smoking in smoke-free zones, dog fouling and distribution of printed materials.	4 years	Place	Sustainability	Parmjeet Jassal	Marie Hadley	04/07/2017		Y
Strategy / Award	Interim Head of Delivery for the GBSLEP	TBC	The continued engagement of the Interim Head of Delivery for the Greater Birmingham Local Enterprise Partnership to be responsible for the programme management of activities undertaken directly by the Executive.	1 year	Place	Deputy Leader	Rob Pace	Nick Glover / Charlie Short	30/06/2017		Y
Approval To Tender (SCN)	Syrian Refugee – Year 2 Support Services (Pilot Projects)	TBC	To provide additional services to Syrian refugees to include: • Enhanced employment support • Continued tenancy support • Mental health awareness development • Train the Trainer ESOL provision • Female only support group	1 year	Adult Social Care and Health	Health and Social care, Children, Families and schools; Housing and Homes.	Shabir Ladak	Sarah Freeley / Robert Cummins	30/06/2017		Y
Strategy / Award	Leasing of Second Hand Vehicles	TBC	Adult Transport Operations provide specialist transport services to take vulnerable home-based service users to and from Adult Care Services such as Day Centres. The vehicles used to transport service users have been specially adapted to meet the service users' needs.	1 year plus 1 year option to extend	Adult Social Care and Health	Health and Social Care	Shabir Ladak	David Waddington	30/06/2017		Y
Approval To Tender (SCN)	Repair and Maintenance of Lifts	TBC	The repair and maintenance of lifts to Council buildings (housing and non-housing properties). In order for sufficient time to carry out the procurement process and award the replacement contract to ensure that this fulfils the needs of the Council, there is a requirement to extend the current contract for a further period of 9 months.	9 months	Place / Economy	Deputy Leader / Housing and Homes	Guy Olivant / Simon Ansell	Jas Claire	30/06/2017		Y