

# Birmingham City Council

## Report to Cabinet

15<sup>th</sup> October 2024



<b>Title:</b>	<b>KEY DECISION PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2024 – JANUARY 2025)</b>
<b>Lead Cabinet Portfolio:</b>	Councillor Karen McCarthy, Cabinet Member for Finance
<b>Relevant Overview and Scrutiny Committee:</b>	Councillor Albert Bore, Chair of the Corporate and Finance Overview and Scrutiny Committee
<b>Report Author:</b>	John Coyne, Director – Commercial and Procurement, Strategy, Equalities & Partnerships Directorate <a href="mailto:john.coyne@birmingham.gov.uk">john.coyne@birmingham.gov.uk</a>
<b>Authorised by:</b>	Richard Brooks, Director of Strategy, Equalities & Partnerships <a href="mailto:richard.brooks@birmingham.gov.uk">richard.brooks@birmingham.gov.uk</a>
<b>Is this a Key Decision?</b>	Yes
<b>If this is a Key Decision, is this decision listed on the Forward Plan?</b>	Yes – Reference 013299/2024
<b>Reason(s) why not included on the Forward Plan:</b>	Not Applicable.
<b>Is this a Late Report?</b>	No
<b>Reason(s) why Late:</b>	
<b>Is this decision eligible for ‘call in?’</b>	Yes
<b>If not eligible, please provide reason(s):</b>	Not Applicable.

**Wards:**

All

**Does this report contain exempt or confidential information?**

No

**Has this decision been included on the Notification of Intention to consider Matters in Private?**

Not Applicable

**Reasons why not included on the Notification:**

Not Applicable

## **1 EXECUTIVE SUMMARY**

- 1.1 This report provides details of the planned procurement activity for the period November 2024 – January 2025 which are key decisions made under Chief Officers' 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.

## **2 COMMISSIONERS' REVIEW**

- 2.1 The BCT Eclipse & CareFirst Social Care Service System investment/implementation supports financial transactions. Commissioners expect this project/investment includes assessment/implementation of the integration/interfaces of these systems with the council wide Core Strategic Oracle Fusion implementation, which includes Financial transaction processing and reporting within its scope and is currently in its design phase.

## **3 RECOMMENDATIONS**

### **That Cabinet:**

- 3.1 To approve the planned procurement activities and approve Chief Officer delegations, set out in the Constitution for the subsequent decisions around the procurement strategy for the following:
- Recruitment and Public Notices Advertising
  - Re-Commissioning of Short Break Services
  - Eclipse & CareFirst Social Care Service
  - Birmingham Virtual School (BVS) Enrichment Programme
  - Metering and Billing Services (Housing Communal Areas)
  - Tennis Courts Operator

## **4 KEY INFORMATION**

### **Context**

- 4.1 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 and the Corporate and Finance Overview and Scrutiny Chair.
- 4.2 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold £179,086.67 (excluding VAT) and £10m (excluding VAT) for non-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.

- 4.3 It should be noted that the procurement threshold has changed from £177,897.50 to £179,086.67 (excluding VAT) and applies from 1st January 2024 for a period of 2 years.
- 4.4 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Corporate and Finance Overview and Scrutiny Chair where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 4.5 Details of how the contracts support relevant Council policies, plans or strategies, Community Cohesion will be set out in the individual reports.

### **Proposal and Reasons for Recommendations**

- 4.6 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 will enable the commencement of the procurement activity for the award for of contracts which support the delivery of the Council's services.

### **Other Options Considered**

- 4.7 No other option was considered as the meeting of the Council on 12<sup>th</sup> July 2022 approved changes to the procurement governance which delegated authority to Chief Officers to approve award contracts up to the value of £10m for key decisions.

## **5 RISK MANAGEMENT**

- 5.1 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.
- 5.2 Details of risk management for the procurement activity will be set out in the individual reports.

## **6 CONSULTATION**

- 6.1 This report to Cabinet is copied to Cabinet Members and Cabinet Support Officers and therefore is the process for consulting with relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members have

not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

- 6.2 Approval has been sought from the relevant Spend Control Board prior to inclusion on the PPAR.

## **7 MEMBER ENGAGEMENT**

### **Ward Councillor(s)**

- 7.1 Not applicable

### **Overview and Scrutiny**

- 7.2 The Corporate and Finance Overview & Scrutiny Committee Chair has been consulted on the contents of this report and has not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

### **Other**

- 7.3 Not applicable.

## **8 IMPACT AND IMPLICATIONS**

### **Finance**

- 8.1 Specific details of how decisions will be carried out within existing finances and resources are set out in the Appendix 2.
- 8.2 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.

### **Legal**

- 8.3 Members are reminded that as a Local Authority the Council has specific duties under public sector procurement, specifically the Public Contract Regulations 2015.
- 8.4 Section 1 of the Localism Act 2011 contains the City Council's general power of competence and Section 111 of the Local Government Act 1972 contains the Council's ancillary financial and expenditure powers in relation to the discharge of its functions.

### **Equalities**

- 8.5 Details of the 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.

### **Procurement**

- 8.6 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.
- 8.7 For each of the individual projects the specific procurement implications are set out and detailed in Appendix 2.

### **People Services**

- 8.8 There are no specific staffing implications with the recommendations of this report.

### **Climate Change, Nature and Net Zero**

- 8.9 For each of the individual projects the climate change, nature and net zero implications are set out and detailed in Appendix 2.

### **Corporate Parenting**

- 8.10 There are no implications or opportunities in relation to the Corporate Parenting responsibility arising from the recommendations in this report.

### **Other**

- 8.11 There are no other implications arising from the recommendations in this report.

## **9 APPENDICES**

- 9.1 Appendix 1 - Planned Procurement Activity November 2024 – January 2025.
- 9.2 Appendix 2 – Background Briefing Papers

## **10 BACKGROUND PAPERS**

- 10.1 Not applicable.

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (NOVEMBER 2024 – JANUARY 2025)

No.	Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio	Finance Officer	Contact Name	Planned CO Decision Date
1	Strategy / Award	Recruitment and Public Notices Advertising	P0675_2025	The contract will be for the appointment of a single provider to provide advertising solutions for recruitment and public notices. This contract covers recruitment advertising for employee vacancies, including teaching staff, miscellaneous advertisements such as courses and public notices including planning applications and licensing notices.	3 years	Finance and Governance	Finance	Ravinder Dhaliwal	Andrea Webster	20/01/2025
2	Approval to Tender Strategy	Re-Commissioning of Short Break Services	TBC	<p>Birmingham Children's Trust (BCT) currently discharges the short breaks duty on behalf of the Council. When BCT was established, the short breaks contracts were transferred in their entirety. The decision has been made to conduct a joint commissioning exercise between the Council and the Trust to ensure that future arrangements align to the SEND strategy. This is following a co-production approach involving families, providers, and stakeholders and ensure the services are responsive and able to meet the diverse needs of the community.</p> <p>The project comprises three distinct service lots. The Council will resume responsibility for the commissioning of Lots 1 and 2 whilst BCT will retain commissioning responsibilities for Lot 3.</p> <ul style="list-style-type: none"> <li>•Lot 1 - Brokerage: Development of universal short breaks to create inclusive and accessible short breaks for all disabled children. Aims to support community-based providers, address service gaps, facilitate collaboration, and establish a centralised resource for families.</li> <li>•Lot 2 - Targeted Short Breaks: Services for disabled children with more complex needs, offering dedicated activities to accommodate the needs of children, young people, and their families.</li> <li>•Lot 3 - Specialist Short Breaks: respite services for children with the most complex needs, requiring formal assessment to access.</li> </ul>	5 years with an option to extend for a further two 12 month extensions	Children & Families	Children Young People and Families	Tracy Shaw	Alex Bowman / Sandra Asiedu	20/01/2025
3	Strategy / Award	Eclipse & CareFirst Social Care Service	TBC	<p>Eclipse &amp; CareFirst which are the proprietary core social care applications in use by BCC Adults and the Birmingham Children's Trust (BCT).</p> <p>Eclipse is the SaaS core social care case management system, essential for safeguarding across Birmingham. This system records details of all involvement with service users, generates payments to service providers and where appropriate invoices clients for services.</p> <p>CareFirst (on premise) is the legacy solution which is still used by both Adults and BCT for social care finance.</p>	5 years, with an extension option for a further 2 years.	Digital and Technology Services	Digital, Culture, Heritage and Tourism	Ravinder Dhaliwal	Chris Holt / Jake Smith	28/10/2024
4	Various Routes	Birmingham Virtual School (BVS) Enrichment Programme	TBC	<p>This is a whole suite of different but joined up services which when combined enrich the educational experience of children in care, maximising their chances of educational achievement, inclusion and progression.</p> <p>The Enrichment Programme includes services which help to deliver the following outcomes for children and young people</p> <ul style="list-style-type: none"> <li>•Enhanced cultural exposure and access</li> <li>•Increased skill acquisition, achievement and accreditation</li> <li>•Improved emotional wellbeing and resilience</li> <li>•Greater educational inclusion</li> <li>•Increase skills, knowledge of the education professionals to educate children who have experienced adverse childhood experiences.</li> </ul> <p>There are 5 areas over which various services will be purchased to provide this support:</p> <ol style="list-style-type: none"> <li>1.Learning Aids including Apps, Licences and Subscriptions (c100k pa)</li> <li>2.Training for Social Workers, Foster Carers &amp; School Staff (c150k pa)</li> <li>3.Training for Young People</li> <li>4.Emotional Support Provision</li> <li>5.Enrichment Groups and activities in the community</li> </ol>	1 year with an option to extend for a further three 12-month extensions	Children & Families	Children Young People and Families	Tracy Shaw	Lisa Smith / Sandra Asiedu	25/11/2024
5	Approval to Tender Strategy	Metering and Billing Services (Housing Communal Areas)	P2161	The provision of Metering and Billing equipment and services for the Council's Housing Communal Heating systems in Tower Blocks.	5 years with the option to extend for a further 5 years	City Housing	Housing and Homelessness	Andrew Healey	Mark Plant / Dean Billingham	16/12/2024
6	Approval to Tender Strategy	Tennis Courts Operator	P1252	<p>The Council has recently upgraded and refurbished 25 tennis courts across 8 tennis venues within Council owned parks as part of a national scheme led and funded by the Lawn Tennis Association (LTA) to invest in park courts. The Council is seeking to appoint a qualified and experienced operator to provide the management and maintenance of the refurbished courts and the delivery of a community tennis programme at all 8 tennis venues.</p> <p>The management of the tennis courts includes the management and operation of a court booking system and the ongoing day to day maintenance of the courts.</p>	5 years with the option to extend for a further two 2 year extensions (5+2+2)	City Operations	Health and Social Care	Rita Bacheta	Helen Corrigan / Adele Rawlins	16/12/2024

## APPENDIX 2

### BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 15<sup>th</sup> OCTOBER 2024

<b>Title of Contract</b>	<b>Recruitment and Public Notices Advertising</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Maria Huggon, Interim Director, Commercial and Procurement <b>Client Officer:</b> various – this is a Council wide contract <b>Procurement Officer:</b> Andrea Webster, Sub-Category Manager
<b>Relevant Portfolio</b>	<b>Councillor Karen McCarthy - Cabinet Member for Finance</b>
Briefly describe the service required	The contract will be for the appointment of a single provider to provide advertising solutions for recruitment and public notices. This contract covers recruitment advertising for employee vacancies, including teaching staff, miscellaneous advertisements such as courses and public notices including planning applications and licensing notices.
What is the proposed procurement route?	In collaboration with Coventry Council to award a call off contract from an existing framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract will expire on 26 <sup>th</sup> April 2025.
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	Yes, there is not the internal resource availability or capability to deliver this service in-house.
How will this service assist with the Council's commitments to Route to Zero?	Not directly impacted.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Not directly impacted.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The council is under statutory duty to advertise certain public notices and this arrangement facilitates this. This contract will also support recruitment campaigns.
Approval via Spend Control Board.	This has been approved as follows (i) Directorate spend control board – 6 <sup>th</sup> August 2024 - ID: 9445 - £1,700,000 - Approved. Legal requirement. (ii) S151 board – 8 <sup>th</sup> August 2024 - ID: 9445 - Approved. Compliance.
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	The estimated value of spend will be £1700,000 based on historical spend.
What budget is the funding from for this service?	The cost of using both recruitment advertising and public notices will be met from individual Directorate general fund budgets.
Proposed start date and duration of the new contract	The proposed start date is 27 <sup>th</sup> April 2025 for a period of 3 years.



<b>Title of Contract</b>	<b>Re-Commissioning of Short Break Services</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Adrian Weissenbruch, Director of Commissioning and Performance <b>Client Officer:</b> Alex Bowman, Interim Short Breaks Commissioner <b>Procurement Officer:</b> Sandra Asiedu, Interim Assistant Category Manager
<b>Relevant Portfolio</b>	<b>Councillor Mick Brown - Cabinet Member for Children and Families</b>
Briefly describe the service required.	<p>Birmingham Children's Trust (BCT) currently discharges the short breaks duty on behalf of the Council. When BCT was established, the short breaks contracts were transferred in their entirety. The decision has been made to conduct a joint commissioning exercise between the Council and the Trust to ensure that future arrangements align to the SEND strategy. This is following a co-production approach involving families, providers, and stakeholders and ensure the services are responsive and able to meet the diverse needs of the community.</p> <p>The project comprises three distinct service lots. The Council will resume responsibility for the commissioning of Lots 1 and 2 whilst BCT will retain commissioning responsibilities for Lot 3.</p> <ul style="list-style-type: none"> <li>• <b>Lot 1 - Brokerage:</b> Development of universal short breaks to create inclusive and accessible short breaks for all disabled children. Aims to support community-based providers, address service gaps, facilitate collaboration, and establish a centralised resource for families.</li> <li>• <b>Lot 2 - Targeted Short Breaks:</b> Services for disabled children with more complex needs, offering dedicated activities to accommodate the needs of children, young people, and their families.</li> <li>• <b>Lot 3 - Specialist Short Breaks:</b> respite services for children with the most complex needs, requiring formal assessment to access.</li> </ul> <p>Additionally, a digital platform (App) will be procured to support service delivery, monitoring and review of Lots 1 and 2 (Procured through Officer delegations).</p>
What is the proposed procurement route?	An open procurement process will be advertised on Find a Tender Service, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are currently 5 contracts in place with 3 <sup>rd</sup> party providers which expire on 31 <sup>st</sup> March 2025.
Will any savings be generated?	Whilst no direct savings will be generated by this exercise, a robust and accessible range of short break options provide preventative services for families, reducing the risk of crisis scenarios and potential family breakdown leading to high-cost interventions.
Has the In-House Preferred Test been carried out?	Resource and capacity are not available to support this work in house. A degree of operational independence is required as well as established expertise in delivering the required range of provision.
How will this service assist with the Council's commitments to Route to Zero?	No direct contribution however, geographically targeted provision is expected to reduce the need for excessive travel requirements.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The exercise fulfils objectives such as: <ul style="list-style-type: none"> <li>• Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council.</li> </ul>

	<ul style="list-style-type: none"> <li>Involve and enable our diverse communities to play an active role in civic society and put the citizens' voice at the heart of decision making.</li> </ul>
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	Section 25 of the Children and Young Persons Act 2008 mandates local authorities to provide short breaks for families with disabled children. The Breaks for Carers of Disabled Children Regulations (2011) require local authorities to offer a range of short breaks, empowering parents and carers with choice and control over their use.
Approval via Spend Control Board.	Approval was obtained from Section 151 Board on 29 <sup>th</sup> August 2024. Approval ID: 9678.
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	<p>The annual breakdown of the contracts is:</p> <ul style="list-style-type: none"> <li>Lot 1: £355,888.00 - less £15k for the App</li> <li>Lot 2: £810,547.00 - less £15k for the App</li> <li>Lot 3: £405,920.00</li> </ul> <p>The total annual cost of the App is estimated to be £30k. The total contract value for Lots 1 and 2 will be £5,832,175. Lot 3 (remaining the responsibility of BCT) is estimated to be £2,030,000.</p>
What budget is the funding from for this service?	Agreement from BCT that General Fund budget of £1,166,435 will be returned from BCT to offset the spend in year 1 (sum of Lot 1 & Lot 2 annual value). BCT have agreed to return budget for the 5 years @ £1,166,435 per year. Initially this sum was allocated as part of the BCT contract, which is being returned to fund this activity.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2025 for a period of 3 years with an option to extend for a further two 12-month extensions (3+1+1).

<b>Title of Contract</b>	<b>Eclipse &amp; CareFirst Social Care Service</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> John Gladman, Interim Director of Digital Information & Technology Services <b>Client Officer:</b> Chris Holt, Head of Technology Practice Applications <b>Procurement Officer:</b> Jake Smith – IT Category Manager
<b>Relevant Portfolio</b>	<b>Councillor Saima Suleman - Cabinet Member for Digital, Culture, Heritage and Tourism</b>
Briefly describe the service required	Eclipse & CareFirst which are the proprietary core social care applications in use by BCC Adults and the Birmingham Children's Trust (BCT).  Eclipse is the SaaS core social care case management system, essential for safeguarding across Birmingham. This system records details of all involvement with service users, generates payments to service providers and where appropriate invoices clients for services.  CareFirst (on premise) is the legacy solution which is still used by both Adults and BCT for social care finance.  A direct award to OLM systems will be undertaken in accordance with the Framework Agreement protocol. There is a high cost, risk and transition of change given the critical nature of the contract. A transition period would take between 2-3 years. The OLM service offering demonstrates that they are the only capable supplier of meeting these requirements, whilst demonstrating best value for money.
What is the proposed procurement route?	The proposed route to market is via a direct award under the Crown Commercial Services Vertical Application Solutions Framework Agreement (RM6259) – Lot 2: Education, Community Health and Social Care Solutions.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are 2 separate contracts with OLM Systems, one for Eclipse and the other for CareFirst. Both contracts expire 31 <sup>st</sup> October 2024. The delay was due to requiring extended dialogue (to agree contractual specifics including contract period, requirements, commercials etc) with Adults, BCT and OLM. There was also further discussions at spend control board to ensure we have the optimum contract length to maximise savings.
Will any savings be generated?	There are expected to be cashable savings which will be detailed once concluded.
Has the In-House Preferred Test been carried out?	The capacity and capability do not exist in the Council to build this application.
How will this service assist with the Council's commitments to Route to Zero?	This is a complete digital solution, removing paperwork, etc.
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 documented <a href="#">here</a> . The activities i.e. providing services to children and adults in care 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. The Care Act 2014 & Children Act 1989.
Approval via Spend Control Board	S151 spend board approval was obtained 2 <sup>nd</sup> September 2024 for the initial 5-year period. Should the extension option be required, a further S151 approval will be sought at the necessary time.
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	The estimated value for the 5-year initial term is £2,000,000, with a value of £2,860,000 if the option to extend for 2 years is taken up (subject to the necessary governance approvals).

What budget is the funding from for this service?	The total cost will initially be paid from the DTS third party budget – B1- AV0FA-4G05-E00-JZZZZ-TZZZZ-JZZZ-JXXX (this total cost will be recharged to Adults and BCT (through the inter-authority agreement charging mechanism)).
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> November 2024 for a period of 5 years, with an extension option for a further 2 years.

<b>Title of Contract</b>	<b>Birmingham Virtual School (BVS) Enrichment Programme</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Razia Butt, Director of Thriving Children and Families <b>Client Officer:</b> Lisa Smith, Headteacher Virtual School <b>Procurement Officer:</b> Sandra Asiedu, Interim Assistant Category Manager
<b>Relevant Portfolio</b>	<b>Councillor Mick Brown - Cabinet Member for Children, Young People and Families</b>
Briefly describe the service required	<p>This is a whole suite of different but joined up services which when combined enrich the educational experience of children in care, maximising their chances of educational achievement, inclusion and progression.</p> <p>The Enrichment Programme includes services which help to deliver the following outcomes for children and young people</p> <ul style="list-style-type: none"> <li>• Enhanced cultural exposure and access</li> <li>• Increased skill acquisition, achievement and accreditation</li> <li>• Improved emotional wellbeing and resilience</li> <li>• Greater educational inclusion</li> <li>• Increase skills, knowledge of the education professionals to educate children who have experienced adverse childhood experiences.</li> </ul> <p>There are 5 areas over which various services will be purchased to provide this support:</p> <ol style="list-style-type: none"> <li>1. Learning Aids including Apps, Licences and Subscriptions (c100k pa)</li> <li>2. Training for Social Workers, Foster Carers &amp; School Staff (c150k pa)</li> <li>3. Training for Young People (c350k pa)</li> <li>4. Emotional Support Provision (c400k pa)</li> <li>5. Enrichment Groups and activities in the community (c400k pa)</li> </ol> <p>Total amount estimated for 2024/25 = £1.4m</p>
What is the proposed procurement route?	<p>Because there is a whole suite of different but connected services a variety of procurement approaches will be needed to address the entire portfolio of spend rather than just individual contracts.</p> <p>Some of these areas will suit an open framework so that providers can be called off from locally &amp; nationally as required and providers can join throughout the 4 years. Some others will be best suited with individual contracts that can be renewed annually.</p> <p>Lower value arrangements will be addressed through quotes or spot purchase as appropriate.</p> <p>A procurement strategy with individual service specifications for each of the 5 areas will be developed to ensure all arrangements are procured appropriately using the most suitable mechanism for the service for the 4-year arrangements.</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Most existing arrangements have expired or are due to expire. This has come about largely because a previous PPAR was agreed in 2021 but due to covid, subsequent number of changes in senior personnel, lack of commissioning staffing and capacity this expired and needed to be restarted.

	<p>Each change in senior management has brought about changes in expectations in the direction making it difficult to achieve a clear plan and traction. As a consequence, BVS have continued to deliver the services or spot purchase as required.</p> <p>The previous AD Commissioning instructed BVS in May 2024 to extend existing arrangements by a further 6 months and when commissioning capacity was still not available in June due to the S114 and limited commissioning staff in post, this was amended to be 6+6 to enable time for a new review and procurement plan to be developed. Commissioning recruitment timeline currently means that permanent staff will not be in post until December 2024.</p> <p>In order to keep BVS obligations running in the interim, all providers have been communicated with to continue on an informal basis whilst the exercise for new arrangements are carried out. Providers will be transitioned to new frameworks or contracts etc as appropriate following the procurement exercises being undertaken.</p>
Will any savings be generated?	No cashable savings will be generated by this project.
Has the In-House Preferred Test been carried out?	There are no resources inhouse to deliver this group of services for children and young people.
How will this service assist with the Council's commitments to Route to Zero?	By working towards combining smaller contracts into a more sustainable commissioning provision we will be delivering the service more efficiently on a wider scale regionally and out of local authority. Therefore, reducing travel, emissions, building cost for heating etc.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	Greater education inclusion with a focus on Special Educational Needs inclusion.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	<p>The Council has a duty under the Children Act 1989 to safeguard and promote the welfare of a child looked after by them. This includes a specific duty to promote the child's educational achievement, wherever they live or are educated.</p> <p>While there is not a statutory duty to provide these exact offers and services, the Virtual School Head is guided by the Statutory Guidance as set out in the 2018 DfE 'Promoting the education of looked-after children and previously looked-after children' which states:</p> <p>"Virtual School Headteachers are integral to ensuring that Local Authorities discharge their duty to provide suitable advice and information for the purpose of promoting the educational achievement of previously looked-after children. They can also undertake any activity they consider appropriate where that activity will promote the educational achievement of such children in their area.</p>
Approval via Spend Control Board.	Directorate level approval has been obtained via Spend Control Board on 30 <sup>th</sup> August 2024. This is a grant.
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	The total contract value is £5,600,000 over 4-year period.
What budget is the funding from for this service?	This is funded from the DfE Pupil Premium Plus Section 31 Grant.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> February 2025 for a period of 1 year with an option to extend for a further three 12-month extensions (1+1+1+) due to funding availability.

<b>Title of Contract</b>	<b>Metering and Billing Services (Housing Communal Areas)</b>
<b>Contact Officers</b>	<b>Director / Assistant Director:</b> Wayne Davies, Director Asset Management <b>Client Officer:</b> Mark Plant, Gas Safety Compliance Manager <b>Procurement Officer:</b> Dean Billingham, Procurement Manager - Place
<b>Relevant Portfolio</b>	<b>Councillor Jayne Francis - Cabinet Member for Housing and Homelessness</b>
Briefly describe the service required.	The provision of Metering and Billing equipment and services for the Council's Housing Communal Heating systems in Tower Blocks.
What is the proposed procurement route?	A procurement process for an open procurement route will be undertaken and advertised in Find a Tender Service, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are three existing contracts with Ista, Switch 2 and Energy Billing. Much of the equipment provided by these suppliers is now deemed unreliable and cannot be operated or serviced by 3 <sup>rd</sup> parties which means changing the supplier means changing the equipment as well. Due to resource capacity and changes of personnel within the service area there has been a delay in advancing the procurement in a timely manner which has resulted in the contract being rolled over which presents the Council with a significant operational risk. This compliant procurement process will look to address these matters.
Will any savings be generated?	There will not be any direct savings associated with this exercise as current rates have not changed for many years. The re-tendering of this contract will expect to see an increase in current costs of circa 14% which is in line with current market rates and inflation. There will also be a capital outlay for the new equipment. A customer tariff adjustment is long overdue and will be recommended following the outcomes of this process in order to offset the current and increasing financial losses to the Council from these Heat Networks. There should be maintenance savings with the new equipment, but these are unquantifiable as yet and relatively small
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 the Council do not manufacture such equipment and they do not have the technical systems (software and hardware) or expertise required to provide such a service.
How will this service assist with the Council's commitments to Route to Zero?	The new equipment will provide an enhanced level of consumption, cost and carbon data monitoring for the communal heating systems at a tenancy, tower block and portfolio level which can be used by customers and housing to reduce consumptions, emissions and control costs. The equipment installed is independent of the heat generating systems and will therefore be compatible with any future modification or replacement of the central heating plant.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	There is no direct impact on Everybody's Battle, Everybody's Business from the award of this contract.
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 local metering of heat consumption on communal heating systems. There is not a statutory duty to provide 'communal' heating systems, but the only alternative would be to remove the existing installations and provide local heat sources within each flat. This would be expensive and would not support the Route to Zero commitment. This project would ensure compliance with Heat Network

	(Metering and Billing) Regulations 2014 (HNMBR, updated in 2020)
Approval via Spend Control Board.	The HRA business plan which included all spend activity for these works was approved by Cabinet on 16th January 2024.
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	The pre-tender estimate value is £3,400,000 based on information collated via a recent detailed soft market test of the supply chain.
What budget is the funding from for this service?	This is funded from the Housing Revenue Account (HRA) budget.
Proposed start date and duration of the new contract	The proposed start date is January 2025 for a period of 5 years with the option to extend for a further 5 years due to the specialist nature of the equipment and the service provided.

<b>Title of Contract</b>	<b>Tennis Courts Operator</b>
<b>Contact Officers</b>	<b>Assistant Director:</b> Chris Jordan, Assistant Director, Neighbourhoods <b>Client Officer:</b> Helen Corrigan, Senior Sports Manager (Strategy) <b>Procurement Officer:</b> Adele Rawlins, Assistant Sub-Category Manager
<b>Relevant Portfolio</b>	<b>Councillor Mariam Khan – Cabinet Member for Health and Social Care</b>
Briefly describe the service required	The Council has recently upgraded and refurbished 25 tennis courts across 8 tennis venues within Council owned parks as part of a national scheme led and funded by the Lawn Tennis Association (LTA) to invest in park courts. The Council is seeking to appoint a qualified and experienced operator to provide the management and maintenance of the refurbished courts and the delivery of a community tennis programme at all 8 tennis venues. The management of the tennis courts includes the management and operation of a court booking system and the ongoing day to day maintenance of the courts.
What is the proposed procurement route?	A procurement process for an open concession contract will be undertaken and advertised in Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is no existing contract for this service. The Council currently does not charge at any of its tennis court venues, but some sites do operate a booking system through the LTA's online system. There is an inconsistent approach across the sites in terms of booking court time with bookings only available at 5 sites and also tennis delivery in terms of availability of coaching.
Will any savings be generated?	There are no cashable savings, but the concession will generate income for the City Operations Directorate.
Has the In-House Preferred Test been carried out?	The Council does not have the resources or expertise to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	Commitments to operate the service in a sustainable way will be included in the procurement process.
How do these activities assist the Council with Everybody's Battle; Everybody's Business?	The tennis courts will be available to all sections of the community. There will be a % of free access to encourage participation.
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 operation of the tennis courts supports the Council's commitment to creating a sustainable legacy of hosting the Commonwealth

	Games and delivering sporting facilities and infrastructure that encourage all citizens to engage in sport and physical activity.
Approval via Spend Control Board.	Approved at Place, Prosperity and Sustainable Spend Control Board on 25 <sup>th</sup> September 2023 and Section 151 approval on 28 <sup>th</sup> September 2023
Estimated value of project (note: value estimated at time of submission of PPAR, this may change at time of advancing any related procurement activity)	It is estimated that the annual turnover for the operation of the 8 sites would be in the region of £75,000 per annum. The concessionaire will pay the Council an annual concession fee which will be reviewed at regular intervals.
What budget is the funding from for this service?	The income from this concession will support the City Operations Directorate budget.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> January 2025 for a period of 5 years with the option to extend up to a further two 2-year extensions subject to satisfactory performance and agreement of an annual concession fee.