

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to: CABINET
Report of: DIRECTOR OF COMMISSIONING & PROCUREMENT
Date of Decision: 24th OCTOBER 2017
SUBJECT: PLANNED PROCUREMENT ACTIVITIES (DECEMBER 2017 – FEBRUARY 2018) AND QUARTERLY CONTRACT AWARD SCHEDULE (JULY 2017 – SEPTEMBER 2017)
Key Decision: No
If not in the Forward Plan: Relevant Forward Plan Ref: n/a
(please "tick" box) Chief Executive approved ☐
O&S Chair approved ☐
Relevant Cabinet Member(s) or Cllr Majid Mahmood – Value for Money and Efficiency
Relevant Executive Member:
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 December 2017 – February 2018 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.

2. Decision(s) recommended:

That Cabinet

- 2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period December 2017 – February 2018 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period July 2017 – September 2017 as detailed in Appendix 2.

Lead Contact Officer (s): Nigel Kletz - Director of Commissioning and Procurement
Corporate Procurement Services
Strategic Services Directorate
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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 and Appendix 2 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 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 and Governance Overview & Scrutiny Committee. It also informs members of the contracts awarded under Chief Officers delegation (£164,176 and over) between the period July 2017 – September 2017.
- 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 £10m 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 The 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.
- 7.2 To inform Cabinet of contract award decisions made under Chief Officers delegation during the period July 2017 – September 2017 detailed in Appendix 2.

Signatures:

Date:

Name of Officer:
Nigel Kletz – Director of Commissioning & Procurement

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Councillor Majid Mahmood, Value for Money and Efficiency

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):

1. Appendix 1 - Planned Procurement Activity December 2017 – February 2018
2. Appendix 2 – Quarterly Award Schedule July 2017 – September 2017
3. Appendix 3 – List of awarded companies for the Recruitment and Management of Council Agency Contract

Report Version 1 **Dated** 11/10/2017

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (DECEMBER 2017 - FEBRUARY 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
Strategy / Award	Debt Prioritisation Service	P0425	Provision of a Debt Prioritisation Service for council tax and business rate accounts for the Revenues Service. This service will enable the Revenues Service to establish contact with citizens via the identification of new addresses or to confirm they are 'living as stated'.	2 years, plus 1 year option to extend and a further possible 1 year option to extend	Strategic Services	Deputy Leader	Thomas Myers	Brigitte Kershaw	10/11/2017
Approval To Tender (SCN)	Contract Extension - Sport and Leisure Facilities Framework Agreement	S34	To extend the current framework for one further year for the operation, management and maintenance of wet and dry leisure facilities all offering a sports, health and wellbeing service to the public.	1 year	Place	Deputy Leader	Paul Quinney	Andrea Webster	14/12/2017
Approval To Tender (SCN)	Development of Housing for the Kings Norton Regeneration (Primrose) Scheme	TBC	A design and build contract for the development of approximately additional 60 homes (30 for sale, 30 for rent) for the Birmingham Municipal Housing Trust at the Primrose Hill estate site.	1 year, 3 months	Economy	Housing and Homes	Guy Olivant	Mark English / Charlie Short	14/12/2017

APPENDIX 2 – QUARTERLY AWARD SCHEDULE (JULY 2017 – SEPTEMBER 2017)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency 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	Recruitment and Management of Agency Workers for the Council (Excluding Children's Social Workers) - Lot 2	P0188	Framework agreement for a managed service provider (MSP) to recruit and manage the provision of agency workers to the Council.	4 years	Strategic Services	Deputy Leader	Alison Jarrett / Thomas Myers	Tracey King / Debbie Husler	Cabinet approved the Approval to Tender Strategy Report on 22/03/2016 and delegated the award to CO. Delegated Contract Award Report signed 19/07/2017 for Lot 2.	Please refer to Appendix 3.	Nigel Kietz / Angela Probert	01/09/2017
Strategy / Award	Cash Collection and Cash in Transit Services	P0268	A cash collection and cash in transit service is required by the Council for the secure collection and delivery of cash and cheques to and from either cash processing sites or the Council's nominated bank. The service is used by schools, leisure centres, libraries, car parks and other areas where cash or cheques are received.	4 years	Strategic Services	Deputy Leader	Tim Follis	Lisa Haycock / Brigitte Kershaw	Presented to Cabinet for info 15/11/2016. Strategy / Award Report signed 20/07/2017 . The total value included the requirement for cash collection from car parks and parking meters. Since this approval and as part of the review for the Future Operating Model, it was agreed not to include this requirement in the contract. As a consequence the estimated contract value was reduced.	G4S Cash Solutions UK Ltd	Nigel Kietz / Angela Probert	01/10/2017
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	Presented to Cabinet for info 16/05/2017. Strategy / Award Report signed 08/08/2017 .	Penna t/a Penna Interim	Nigel Kietz / Waheed Nazir	09/08/2017
Delegated Contract Award	Enteral Feeding as a contract variation to the School Health Advisory Service	TBC	Trained health workforce deliver safe and correct administration of enteral feeding support to key special schools / sites during schools opening hours and on school premises to ensure children and young people with enteral feeding requirements receive support in accordance with their individual needs and nutritional requirement in a safe and coordinated manner.	7 months	Children and Young People	Children, Families and Schools	Anil Nayyar	Saadhia Kamran / Robert Cummins	Presented to Cabinet for info 26/06/2017. SCN awarded 13/07/2017 . Delegated Contract Award Report signed 21/08/2017 .	Birmingham Community Health Foundation NHS Trust	Nigel Kietz / Colin Diamond	01/09/2017
Delegated Contract Award	Purchase of Professional Academic and Research Expertise and Practice Modules (West Midlands Social Work Teaching Partnership)	TBC	Provision of academic research and practice development modules as part of the West Midlands Social Work Teaching Partnership Programme (WMSWTP).	10 months	Adults Social Care & Health	Health and Social Care	Anil Nayyar	Tony Stanley / Robert Cummins	Joint Cabinet Member / Chief Officer approved 09/06/2017 and delegated the award to CO. Delegated Contract Award Report signed 21/08/2017 .	University of Birmingham	Graeme Betts / Colin Diamond / Nigel Kietz	01/06/2017
Delegated Contract Award	Household Removals and Storage	P0223R	Provide the City Council with the services required to facilitate the office relocation of Council staff and the domestic moves required by Birmingham Council tenants affected by clearance, major capital improvement and repair schemes, fire or flood damage, lease expiry and people moving into more appropriately sized accommodation releasing property in high demand.	4 years	Economy	Deputy Leader	John Barr	Saran Sankhagiri / Brigitte Kershaw	Presented to Cabinet for info 20/04/2015. Approval to Tender Strategy signed 22/10/2015 and delegated the award to CO. Delegated Award Report signed 12/05/2016 (award for office removals only). Addendum Report signed 14/10/2016 to re-commence the procurement activity for household removals. Delegated Contract Award Report 21/08/2017 .	Lot 1 - Removals Villa Cross Garage Limited t/a W R Woolgar Removals	Nigel Kietz	01/09/2017

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Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency 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	Provision of a Fixed Penalty Notice 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	Clean Streets, Recycling and Environment	Parmjeet Jassal	Marie Hadley	Presented to Cabinet for info 16/05/2017. Approval to Tender Strategy Report signed 26/05/2017 and delegated the award to CO. Delegated Contract Award Report signed 22/08/2017 . The actual spend based was to cover additional costs as they may increase the number of officers on the street, however that actual £250k per annum spend is based on the current number of hours and the hourly rate.	Kingdom Services Group Limited	Nigel Kletz / Jacqui Kennedy	01/09/2017
Delegated Contract Award	Building Services and Fabric Maintenance for the Library of Birmingham	P0240	Planned and reactive maintenance of the building services and fabric assets for the Library of Birmingham in order to maintain functionality of the Building Management Systems and warranties and to maximise asset life.	1 year	Place	Housing and Homes	Parmjeet Jassal / Peter Cross	Richard Tibbatts	Presented to Cabinet for info 27/06/2017. SCN signed 17/08/2017 . Delegated Contract Award Report signed 30/08/2017 .	Airtech Optimise Limited	Nigel Kletz	01/10/2017
Delegated Contract Award	Provision of Legal Support to the Birmingham Children's Trust	P414	Legal support to the Birmingham Children's Trust	8 months	Children and Young People	Children, Families and Schools	Denise Wilson	Seamus Gaynor / Debbie Husler	Presented to Cabinet for info 20/09/2016. SCN signed 21/07/2017 . Delegated Contract Award Report signed 29/08/2017 .	Burges Salmon LLP	Nigel Kletz / Colin Diamond	01/09/2017
Delegated Contract Award	Framework Agreement for the Purchase, Set Up, Maintenance and Servicing of Bicycles	P0312	This framework agreement is for the purchase, set up, maintenance and servicing of new and refurbished bicycles and accessories for the Birmingham Cycle Revolution for either a give-away or hire or rental subject to securing the necessary funding.	2 years plus 2 years option to extend	Place	Transport and Roads	Simon Ansell	David Waddington	Presented to Cabinet for info 17/05/2016. Approval to Tender Strategy Report signed 18/10/2016 and delegated the award to CO. Delegated Contract Award Report signed 31/08/2017 .	<u>Lot 1 - Purchase of New Bicycles</u> 1) Raleigh UK Ltd <u>Lot 2 - Purchase of Refurbished Bicycles for Children & Young People</u> 1) Cycle Chain Limited 2) The Jericho Foundation <u>Lot 3 - Setup New Bicycles and Lot 4 - Service and Maintenance of Bicycles</u> 1) Bikeright! Limited 2) Cycle Chain Limited 3) JJ's Cycle Shop 4) On Your Bike Holdings Ltd 5) QAC Enterprises Ltd (T/A i Cycle) 6) The Jericho Foundation 7) Worth Enterprises Ltd (T/A Gear Up) <u>Lot 5 - Purchase of Accessories</u> 1) Raleigh UK Ltd	Nigel Kletz / Waheed Nazir	01/09/2017
Delegated Contract Award	Intensive Family Support for Disabled Children and their families	TBC	The Intensive Family Support service is a city wide specialist service for children and young people with disabilities and their families who are referred by Disabled Children's Social Care.	2 years plus 2 years option to extend	Children and Young People	Children, Families and Schools	Anil Nayyar	John Freeman / Robert Cummins	Presented to Cabinet for info 15/11/2016. Approval to Tender Strategy Report signed 24/05/2017 and delegated the award to CO. Delegated Contract Award Report signed 18/09/2017 .	Barnado's	Nigel Kletz / Colin Diamond	01/10/2017
Delegated Extension Award	Contract Extension - SPROC.NET	TBC	To seek permission to extend the current adult social care micro-procurement software - Sproc.Net.	1 year	Adult Social Care and Health	Health and Social Care	Margaret Ashton Gray	Alison Malik	Joint Cabinet Member for Value for Money & Efficiency and Strategic Director for People approved the Contract Extension Sproc.net 31/10/2016 and delegated the extension to CO. Delegated Extension Award signed 29/09/2017 .	Adam HTT Limited	Nigel Kletz / Colin Diamond	01/10/2017

APPENDIX 3

TEMPORARY AGENCY WORKERS FOR EDUCATIONAL ESTABLISHMENTS – COMPANIES AWARDED FOR LOT 2

Tenderer	Teachers	Teaching Assistants	Nursery Officers
ABC Teachers Limited	✓	✓	✓
Ambassadors Resourcing Limited	✓	✓	✓
Aspire People Limited	✓	✓	✓
Axcis Education	✓	✓	✓
Balfor Recruitment Limited	✓	✓	✓
Monarch Education Limited	✓	✓	✓
Connaught Resourcing Limited	✓	✓	✓
Danluker Limited	✓	✓	✓
Education Staffing Link Limited	✓	✓	✓
Eyears Limited	✓	✓	✓
First for Education Limited	✓	✓	
Hays Specialist Recruitment Limited	✓	✓	✓
ITN Mark Education	✓	✓	✓
James Andrews Recruitment Solutions	✓	✓	✓
Kidstaff Limited			✓
Protocol Education Limited	✓	✓	✓
Randstad Employment Bureau Limited	✓	✓	
Reed Specialist Recruitment Limited	✓	✓	✓
Teacher Active Limited	✓	✓	
Timeplan Education Group Limited	✓	✓	✓