

Birmingham City Council

Report to Cabinet

Date: 15th December 2020



Subject: **PLANNED PROCUREMENT ACTIVITIES (JANUARY 2021 - MARCH 2021) AND QUARTERLY CONTRACT AWARD SCHEDULE (JULY 2020 – SEPTEMBER 2020)**

Report of: **ASSISTANT DIRECTOR DEVELOPMENT & COMMERCIAL FINANCE**

Relevant Cabinet Member: **Councillor Tristan Chatfield, Finance and Resources**

Relevant O & S Chair(s): **Councillor Sir Albert Bore, Resources**

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Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference:		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		
3. Information relating to the financial or business affairs of any particular person (including the council)		

1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period January 2021 – March 2021 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.

- 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.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period July 2020 – September 2020.

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period January 2021 – March 2021 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period July 2020 – September 2020 as detailed in Appendix 4.
- 2.3 Notes the addition to the planned procurement activities where there is a change as set out in the original Planned Procurement Activities Report as detailed in Appendix 5 .

3 Background

- 3.1 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.
- 3.2 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 Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£189,330) 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.
- 3.4 It should be noted that the EU threshold has changed from £164,176 to £189,330 and will apply from 1st January 2020 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.

- 3.6 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.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.
- 3.8 Award decisions made under Chief Officers delegation during the period July 2020 – September 2020 is shown in Appendix 4.

4 Options considered and Recommended Proposal

- 4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:
- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
 - To continue with the existing process – this is the recommended option

5 Consultation

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

6 Risk Management

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

7 Compliance Issues:

7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?

- 7.1.1 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.

7.2 Legal Implications

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

7.3 Financial Implications

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

7.4 Procurement Implications (if required)

7.4.1 This is a procurement report and the implications are detailed in the appendices

7.5 Human Resources Implications (if required)

7.5.1 None.

7.6 Public Sector Equality Duty

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

8 Background Documents

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

- 1. Appendix 1 - Planned Procurement Activity January 2021 – March 2021
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information
- 4. Appendix 4 – Quarterly Contract Award Schedule July 2020 – September 2020
- 5. Appendix 5 - SAP Support Managed Service – Addendum

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JANUARY 2021 – MARCH 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources Plus	Finance Officer	Contact Name	Planned CO Decision Date
Strategy / Award	Software to Support BACS Payments	TBC	Software to support to access the UK BACS payment and Faster Payment Schemes to ensure payments made by the Council are successfully processed.	5 years with break clause prior to the start of year 3 and year 4	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	08/02/2021
Strategy / Award	Works for the Pershore Road / Priory Road Highway Safety Improvement Scheme	TBC	There is a requirement for delivery of civil engineering works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme.	1 year, 6 months	Inclusive Growth	Transport and Environment	Simon Ansell	Perminder Balu / Charlie Short	08/02/2021
Strategy / Award	Legal Advice for Property Matters	TBC	Legal advice and transactional support for property matters to help the Council's in-house team to meet peaks in demand.	up to 3 years	Finance and Governance	Finance and Resources	Lee Bickerton	Clive Vernon / Charlie Short	08/02/2021
Strategy / Award	Repair and Maintenance of physical disability lifts and hoists	P0716	There is a requirement to maintain and repair vertical lift, step lift and ceiling track hoists provided by the Occupational Therapy Service for disabled citizens. This service is in place to enable citizens to remain independent in their own home, increasing their safety, reducing the risk of falls for both citizens and carers and reducing hospital admission.	4 years	Adults Social Care	Adults Social Care	Mark Astbury	Timsey Deb / Satinder Bains	08/02/2021
Approval to Tender Strategy	Ward End Park Lakeside Renewal Project	TBC	The requirements for: <ul style="list-style-type: none"> •Landscaping works including: <ul style="list-style-type: none"> <input type="checkbox"/>Lake reclamation works <input type="checkbox"/>Footbridges, cycle paths and boardwalk <input type="checkbox"/>Tree works <input type="checkbox"/>Creation of heathland •Building works including: <ul style="list-style-type: none"> <input type="checkbox"/>Extension and retrofitting of the Dolphin Centre <input type="checkbox"/>Green energy installation <input type="checkbox"/>Fitting and fixtures, sanitaryware and a lift (It should be noted that this element will only proceed subject to availability of funding) 	11 months	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Robert Churn	15/02/2021
Strategy / Award	Clean Air Zone Highways Measures Works	TBC	There is a requirement for the delivery of works to support the CAZ with the implementation of the CAZ Early Measures and CAZ Additional Measures.	9 months	Inclusive Growth	Transport and Environment	Simon Ansell	Harj Cheema / Siobhan MacDonald	15/02/2021
Strategy / Award	Professional Services for the Emergency Active Travel Fund (EATF)	TBC	There is a requirement for technical professional services to support the EATF measures. The work packages are: <ul style="list-style-type: none"> •Package 1 – Tranche 1 Project Enhancements – to enhance the pop-up cycle schemes implemented in Tranche 1; •Package 2 – Places for People (Low Traffic Neighbourhoods and School Streets); •Package 3 – City Centre Traffic Segments. 	Up to 1 year	Inclusive Growth	Transport and Environment	Simon Ansell	Andrew Chidgey / Charlie Short	15/02/2021
Single Contractor Negotiations	Engagement of Waste Engineering and Technical Advisors	TBC	There is a requirement for technical advice for the design review and construction monitoring for the redevelopment of the Perry Barr waste site to monitor and ensure that the works are being delivered.	2 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chahun	08/02/2021
Approval to Tender Strategy	Asbestos Removal & Abatement	TBC	There is a requirement for the provision of the safe removal and abatement of asbestos where it is identified within the Council's premises or schools.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Trevor Box	01/03/2021
Strategy / Award	SEND Home to School Transport Improvement and Transformation Support	P0730	Following an initial review of the Home to School transport service there is a further need for additional external support to implement short, medium- and long-term improvements to the service.	3 months	Education and Skills	Children's Wellbeing	John Betts	Paul Knight	08/02/2021
Single Contractor Negotiations	Property and Facilities Management Services for Birmingham Science Park Aston	TBC	To provide facilities management services to the buildings, such as repairs, security and cleaning. The services and fees include: <ul style="list-style-type: none"> •Statutory testing •Security •Ad hoc repairs and maintenance •Annual management fee 	3 years	Inclusive Growth	Leader	Simon Ansell	Christian Berry	08/02/2021
Single Contractor Negotiations	Disputes and restructuring support for the Highway Maintenance and Management PFI contract	TBC	Services required relate to legal and expert advice for: i.Dispute resolution and settlement in relation to disputes under the contract with ABHL; ii.Resolution of settlement issues and restructuring of the contract in conjunction with Birmingham Highways Ltd (BHL).	Up to 2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Domenic de Bechi	08/02/2021
Single Contractor Negotiations (Addendum)	SAP Support Managed Service – Addendum	TBC	The SAP applications portfolio is used to support the business function requirements in the area of Human Resource, Payroll, Finance and Procurement.	2 years with break clause after year 1	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	15/02/2021

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 15TH DECEMBER 2020

Title of Contract	Software to Support BACS Payments
Director / Assistant Director	Peter Bishop – Director, Digital and Customer Services
Briefly describe the service required	Software to support to access the UK BACS payment and Faster Payment Schemes to ensure payments made by the Council are successfully processed.
How will this service assist with the Council's commitments to Route to Zero?	This service will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the service supports the Council for the processing of all payments to third parties for any services delivered to the Council.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract with Experian Ltd expires 31 st March 2021.
What budget is the funding from for this service?	This will be funded by the Capita Retained Services Budget under RBPCF L9Y0 A00.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Crown Commercial Services G Cloud 12 framework agreement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start of 1 st April 2021 for a maximum period of 5 years with break clause prior to the start of year 3 and year 4 subject to satisfactory supplier performance.

Title of Contract	Works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for delivery of civil engineering works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme.</p> <p>Over recent years there have been numerous collisions & casualties including a fatality, accordingly safety improvements at this junction are required.</p>
How will this service assist with the Council's commitments to Route to Zero?	The service will support the Emergency Birmingham Transport Plan aspiration to promote active travel and to reduce car usage.
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 for this service. However, the works will improve safety for pedestrians and cyclists and enhance the technology within the existing signal controlled Pershore Road/ Priory Road junction.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	The costs for any works will be funded from budgets that comprise DfT Cycle City Ambition Grant, Journey Time Reliability, National Cycle Network Activation Programme and Developer Section 106 contribution.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Black Country Framework Agreement for Minor Works (Lot 3, £500,000+ Civils Works).
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	N/A
Proposed start date and duration of the new contract	The proposed start date is April 2021 for a duration of up to 18 months.

Title of Contract	Legal Advice for Property Matters
Director/ Assistant Director	Suzanne Dodd, City Solicitor
Briefly describe the service required	<p>Legal advice and transactional support for property matters to help the Council's in-house team to meet peaks in demand. The advice required relates to:</p> <ul style="list-style-type: none"> • Compulsory Purchase Orders • Acquisitions (freehold and leasehold) • Easements and wayleaves • Disposals (freehold or leasehold) • Any advice or transaction work ancillary to such matters (including property litigation where requisite). • Advice to support major regeneration schemes including Smithfield, Perry Barr Residential Scheme, Wheels <p>The City Solicitor has agreed to engaging external legal advice for these services where required. The management of resourcing and costs will be robustly managed by the Head of Law (Property Planning and Regeneration).</p>
How will this service assist with the Council's commitments to Route to Zero?	The use of these external resources will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty for these services. However legal advice is required to support the Council's internal provision.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The services are principally delivered in-house currently but is unable to respond to peaks in demand.
What budget is the funding from for this service?	The services will be funded from either the Legal Services budget or individual project budgets.
What is the proposed procurement route?	<p>A further competition exercise will be undertaken using the Crown Commercial Services Wider Public Sector Legal Services Framework Agreement. Also, the Council is a member of EM Lawshare, a consortium of public sector organisations with a legal advice framework agreement in place. If this route is selected for advice, it will be called off in accordance with the framework rules.</p> <p>Both routes will be used depending on the advice required and its urgency and complexity.</p>
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to 3 years.

Title of Contract	Repair and Maintenance of Physical Disability Lifts and Hoists
Director/ Assistant Director	Graeme Betts, Corporate Director – Adults Social Care
Briefly describe the service	There is a requirement to maintain and repair vertical lift, step lift and ceiling track hoists provided by the Occupational Therapy Service for disabled citizens. This service is in place to enable citizens to remain independent in their own home, increasing their safety, reducing the risk of falls for both citizens and carers and reducing hospital admissions. This only applies to pre-installed lifts and hoists. All new installations have a fixed term warranty and on expiry the future cost becomes the citizen's responsibility.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
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, there is a great benefit to the citizens of Birmingham and to the Council, by increasing the safety of our service users, preventing injuries and reducing the impact on more expensive care services in line with the Care Act 2014. The fast response service currently in place also prevents delayed hospital discharge and unnecessary hospital admissions, promoting enablement which reduces the cost to the council. The scheme supports the need for better prevention and early intervention for improved health, independence and wellbeing.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Dolphin Lifts Midlands Limited expires on 31 st March 2021.
What budget is the funding from for this service?	This is funded from the Specialist Care Services budget.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Fusion 21 Lifts Framework Agreement (Lot 4 Domestic Lifts – Installation and Servicing).
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 st April 2021 for a duration of 4 years.

Title of Contract	Ward End Park Lakeside Renewal Project
Director / Assistant Director	Robert James - Director, Neighbourhoods
Briefly describe the service required	<p>The report to Cabinet, Ward End Park Lakeside Renewal Project – External Funding Acceptance dated 17th March 2020 approved the funding for the building and landscape improvement works at the park. The requirements are as follows:</p> <ul style="list-style-type: none"> • Landscaping works including: <ul style="list-style-type: none"> ➢ Lake reclamation works ➢ Footbridges, cycle paths and boardwalk ➢ Tree works ➢ Creation of heathland • Building works including: <ul style="list-style-type: none"> ➢ Extension and retrofitting of the Dolphin Centre ➢ Green energy installation ➢ Fitting and fixtures, sanitaryware and a lift (It should be noted that this element will only proceed subject to availability of funding)
How will this service assist with the Council's commitments to Route to Zero?	The tender specification and evaluation process will include the latest energy technology with reduced carbon footprint from cycle measures and heathland creation.
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 for this service. However, the works support the improvements to Ward End Park.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	This service will be funded from the Ward End Park Lakeside Works budget.
What is the proposed procurement route?	Two procurement exercises will be undertaken, one for the landscaping works and the other for the building works advertised on www.finditinbirmingham.com and Contracts Finder. The value of both contracts is below the OJEU works threshold.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The landscaping proposed contract will commence 4 th May 2021 for a duration of 11 months. The building proposed contract will commence on 17 th May 2021 for a duration of 8 months.

Title of Contract	Clean Air Zone Highways Measures Works
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for the delivery of works to support the CAZ with the implementation of the CAZ Early Measures and CAZ Additional Measures, as detailed below:</p> <p><u>Early Measures:</u></p> <ul style="list-style-type: none"> • Network Signing Strategy Tranche 2 - Removal of through destinations from road signs on the approach to the A4540 Ring Road/Clean Air Zone. • Traffic Signal Upgrades – Upgrades to several key junctions as well as civils work. <p><u>Main CAZ Implementation - Additional Measures:</u></p> <ul style="list-style-type: none"> • Implementation of Controlled Parking Zones; including lines and signs. Highgate, St Georges and Jewellery Quarter review. • Network Changes Suffolk Street & Lister Street/ Dartmouth Middleway. • Traffic Signal Timing Review – Dartmouth Circus and adjacent junctions.
How will this service assist with the Council's commitments to Route to Zero?	The works will support the Council's objective to reduce car usage and congestion in the city centre and give increased priority to public transport.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is not under a statutory duty to deliver the works. However, the works are required to support the delivery of the programme to meet the Clean Air Zone objective of air quality compliance by 31 st December 2021 to meet the Ministerial Directive.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	<p>The costs for the works to be delivered will be funded from DEFRA Grant funding provided to support the CAZ:</p> <p>Early Measures - A total of £2.771m was granted to implement 6 projects, of which an elements has been allocated to complete the schemes outlined.</p> <p>Main CAZ Implementation - Additional Measures - A total grant of £14m was awarded for the CAZ Implementation of which an element was allocated to undertake the Additional Measures elements as outlined.</p>
What is the proposed procurement route?	To use the Black Country Civil Engineering and Highways Works framework agreement for one contract for all the works called off in accordance with its protocol.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of 9 months.

Title of Contract	Professional Services for the Emergency Active Travel Fund (EATF)
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for technical professional services to support the EATF measures approved in the Emergency Active Travel – Tranche 2 report approved by Cabinet on 8th September 2020. The work packages are:</p> <ul style="list-style-type: none"> • <u>Package 1</u> – Tranche 1 Project Enhancements – to enhance the pop-up cycle schemes implemented in Tranche 1; • <u>Package 2</u> – Places for People (Low Traffic Neighbourhoods and School Streets); • <u>Package 3</u> – City Centre Traffic Segments. <p>The services include:</p> <ul style="list-style-type: none"> • Options development and appraisal • Detailed design of highway measures • Programming and cost management • Support for consultation and approval processes inc Traffic Regulation Orders • Site supervision and contract administration
How will this service assist with the Council's commitments to Route to Zero?	The service will support the Emergency Birmingham Transport Plan aspiration to promote active travel and to reduce car usage.
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 for these services. However, the professional of technical professional services assists with improvements to the transport and public realm network.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are new requirements.
What budget is the funding from for this service?	The costs for any works to be delivered will be funded from the Emergency Active Travel Fund Tranche 2 budget approved by Cabinet on 8 th September 2020. No contracts will be awarded until the funding has been confirmed by the Department for Transport and the West Midlands Combined Authority.
What is the proposed procurement route?	To carry out further competition exercises using the Council's Transportation Professional Services Framework Agreement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to 12 months.

Title of Contract	Engagement of Waste Engineering and Technical Advisors
Director / Assistant Director	Darren Share – Assistant Director, Street Scene
Briefly describe the service required	There is a requirement for technical advice for the design review and construction monitoring for the redevelopment of the Perry Barr waste site to monitor and ensure that the works are being delivered by Veolia Ltd on time and to the required quality. The service will also include the administration and management of the contract when this is awarded. There is not the internal resource availability or capability to deliver this service.
How will this service assist with the Council's commitments to Route to Zero?	The service will support the development that is being constructed to the latest environmental standards.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has a duty to act as both a Waste Collection Authority and Waste Disposal Authority under the Environmental Protection Act 1990. This role will support the Council in discharging this responsibility, in particular to act as a Waste Disposal Authority.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement for this service.
What is the estimated annual value and what is the basis for this amount? What budget is the funding from?	This is funded from the Waste Services budget.
What is the proposed procurement route?	To enter into single contractor negotiations with Fichtner Consulting Engineers Ltd.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Tendering is not considered to be a viable option as there is a need to ensure continuity and consistency during this stage of the procurement to operate and maintain the Council's waste disposal facilities and the Perry Barr depot is an integral part of that. Fichtner Consulting Engineers Ltd having been involved from the start has detailed knowledge and experience and this will ensure continuity during this critical stage of the programme. Throughout the project, Fitchner's services delivered to date have been exemplary. A benchmarking exercise has been undertaken comparing collaborative framework agreement rates for other similar services. The indicative rates and resourcing proposed were found to be comparable with consideration of the amount of familiarisation time and cost another supplier would require. Fichtner Consulting Engineers Ltd is a certified signatory to the BBC4SR and will produce commitments proportionate to the value of the proposed contract.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of 2 years.

Title of Contract	Asbestos Removal and Abatement
Director / Assistant Director	Alison Jarrett, Assistant Director, Development and Commercial
Briefly describe the service required	There is a requirement for the provision of the safe removal and abatement of asbestos where it is identified within the Council's premises or schools.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is not under a statutory duty to provide the service. However, the Council is required under the Control of Asbestos regulations to act as Duty Holder for its premises and safely manage any asbestos contained therein.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Currently contracts are awarded under Chief Officer delegated authority for individual works.
What budget is the funding from for this service?	The work is funded from Directorate Revenue and Capital budgets. Funding route is determined by the client department, based on whether works are routine asbestos management or capital investment works.
What is the proposed procurement route?	An open procurement process advertised on www.finditinbirmingham.com and Contracts Finder. The value of the contract is below the OJEU works threshold.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is June 2021 for a period of four years.

Title of Contract	SEND Home to School Transport Improvement and Transformation Support (P0730)
Director / Assistant Director	Tim O'Neill, Director Education and Skills
Briefly describe the service required	Following an initial review of the Home to School transport service there is a further requirement from Ernst Young LLP for additional external support to implement short, medium and long term improvements to the service.
How will this service assist with the Council's commitments to Route to Zero?	As this is a short-term requirement the services provide will not contribute to the Council's Route to Zero Commitments.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	Whilst the Council has no statutory duty to provide this particular requirement the Education Act 1996 places duties on the Council to make the travel arrangements that it considers necessary to facilitate the attendance of eligible children, young people and adults at their educational establishments. Therefore, this requirement for support will underpin these duties enabling direct improvements to the Council's existing travel arrangements for children.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	At the time of initiating the Travel Assist Inquiry it became apparent that there was a need to provide additional capacity and capability into the service to develop and implement a plan to address the immediate pressing issues. Under delegated authority, Ernst and Young LLP were engaged to provide this capacity working alongside the service leadership and teams to drive these improvements forward. This has had the desired impact, with the performance of the service improving. The Inquiry, concluded in November 2020, uncovered significant gaps in capability and capacity within the service. As a result, there is a requirement for further support whilst the Council considers the recommendations of the inquiry and mobilises the required response to the broader issues raised in the report. This is a new requirement that follows the delivery of; <ul style="list-style-type: none"> • an external and independent audit into the Travel Assist • provision of support to address the most pressing issues.
What budget is the funding from for this service?	This work is being funded from the Directorate's Transformation Budget.
What is the proposed procurement route?	Following submission of a proposal it is proposed to undertake a direct to award Ernst and Young LLP using the Crown Commercial Services Management Consultancy 2 Framework and in line with Framework protocols. This is proposed on the following basis: <ul style="list-style-type: none"> • Support of the Travel Assist service is both urgent and important and a priority for the Council. The inquiry has highlighted systemic failures. • Ernst and Young provide continuity with a detailed knowledge of the service and key relationships with the service and providers. • It enables the services to maintain and build upon improvements already put in place, whilst the Council considers the recommendations of the inquiry and mobilises the required response.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is as soon as possible for a period of 3 months and will be confirmed at contract award stage.

Title of Contract	Property and Facilities Management Services for Birmingham Science Park Aston
Director \ Assistant Director	Kathryn James – Assistant Director of Property
Briefly describe the service required	<p>The City Council purchased the head leases on the Science Park in 2012 and has engaged Birmingham Technology (Property) Ltd since this time to provide facilities management services to the buildings, such as repairs, security and cleaning.</p> <p>The services and fees include:</p> <ul style="list-style-type: none"> • Statutory testing • Security • Ad hoc repairs and maintenance • Annual management fee <p>In September 2012, Cabinet delegated authority to the Director of Property in consultation with the Deputy Leader, to negotiate the detailed arrangements associated with the surrender and re-grant of the leases including a new Service Level Agreement between the Council and Birmingham Science Park, Aston for the facilities management of the site.</p> <p>There is a requirement for this agreement to be aligned with the Council's Constitution and Procurement Governance Arrangements.</p>
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 for this service. However, as the landlord, the Council has a requirement to ensure the buildings across the Science Park comply with relevant legislation concerning the safety of its buildings, users and services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is an existing legal agreement in place with no end date.
What budget is the funding from for this service?	The costs will be funded from the Investment Portfolio management budgets with costs subsequently being recharged as part of the service charge arrangements.
What is the proposed procurement route?	To enter into single contractor negotiation with Innovation Birmingham to Birmingham Technology (Property) Ltd.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The legal agreement states the property and facility management services are undertaken by Innovation Birmingham Ltd who is obliged under the agreement to obtain a minimum of 3 quotes for any sub-contracted service or works above £1,000 for approval by a representative of the Council. In addition, the security systems need to align to Faraday Wharf's logistics to ensure connectivity.</p> <p>The requirements of the Birmingham Business Charter for Social Responsibility will be incorporated with commitments proportionate to the value of the contract.</p>
Proposed start date and duration of the new contract	The proposed start date is from March 2021 for a duration of 3 years.

Title of Contract	Disputes and restructuring support for the Highway Maintenance and Management PFI contract
Director/ Assistant Director	Kevin Hicks, Assistant Director, Highways and Infrastructure
Briefly describe the service required	<p>DLA Piper LLP has been engaged as the council's lead advisor since the escalation of contractual disputes with Amey in 2014. With DLA's support the council successfully pursued its disputes with ABHL to the Court of Appeal, which led to a settlement with Amey plc in June 2019.</p> <p>Services required relate to legal and expert advice for:</p> <ol style="list-style-type: none"> i. Dispute resolution and settlement in relation to disputes under the contract with ABHL; ii. Resolution of settlement issues and restructuring of the contract in conjunction with Birmingham Highways Ltd (BHL). <p>The City Solicitor has agreed to engaging external legal advice for these services where required.</p> <p>The management of resourcing and costs will be robustly managed by the PFI Contract Manager in Highways and Infrastructure.</p>
How will this service assist with the Council's commitments to Route to Zero?	The use of these external resources will assist the Council in delivering (through the restructuring of the contract) service delivery that supports Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is under a statutory duty to maintain its public highways as Highway Authority under the Highways Act 1980. The PFI contract also supports statutory duties under the New Roads and Street Works Act 1992 and Traffic Management Act 2004. Restructuring the contract is essential to continuing to provide these services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract with DLA Piper LLP was awarded under delegated authority on 18 February 2019 pursuant to an approval by Cabinet on 31 July 2018. The contract runs for a maximum duration until July 2021 and the value is due to become exhausted shortly.
What budget is the funding from for this service?	The services will be funded from the HMMPFI budget and associated reserves secured under the 2019 Settlement Agreement.
What is the proposed procurement route?	To enter into single contractor negotiations with DLA Piper LLP.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The Highway Maintenance and Management PFI contract and settlement is a complex project. Continuity of advice is essential. Engaging another lead advisor would require a significant period of familiarisation (estimated three to six months). This would critically prejudice the council's ability to meet the restructuring deadlines under the SA2019 and result in significant additional cost.</p> <p>DLA Piper LLP is a certified signatory to the BBC4SR and will continue to provide commitments proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to two years.

APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (JULY 2020 – SEPTEMBER 2020)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts		Chief Officer	Actual Go Live date
											Value of Initial Period	Value of Potential Extension		
Delegated Award Report	Waste Collection Vehicles	P0552	For the purchase of 78 Refuse Collection Vehicles.	Contract completion will be when all 78 vehicles have been delivered.	Neighbourhoods	Street Scene and Parks	Parmjit Phipps	Andrea Webster / Asha Kadara	Cabinet approved the procurement strategy report on 25/06/2019 to support the Fleet Replacement Strategy for the Waste Management Service and delegated the award to CO. Delegated Award Report signed 02/07/2020.	Dennis Eagle Limited (DE)	£11.479 million	N/A	Rob James / Alison Jarrett	06/07/2020
Strategy / Award	Provision of Ancillary Network Hardware	P0661	To support the delivery of Birmingham City Council (the Council) priorities and achieve the strategic outcomes. Delivering and maintaining the key stability and security of the central core infrastructure.	5 years	Finance and Governance	Finance and Resources	Lee Bickerton	David Waddington	Presented to Cabinet for info on 30/07/2020. Strategy / Award Report signed 07/07/2020.	CDW Ltd	£995,000	N/A	Peter Bishop / Alison Jarrett	08/07/2020
Delegated Award Report	Birmingham Municipal Housing Trust - Development of Housing at the Lenton Croft, Birmingham	P0645	For the construction and development of 3 new homes at Lenton Croft, South Yardley.	Up to 9 months	Inclusive Growth	Homes and Neighbourhoods	Parmjit Phipps	Emmanuel Igenozza / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 17/07/2020.	J. Harper & Sons (Leominster) Limited	£526,912	N/A	Ian MacLeod / Alison Jarrett	21/07/2020
Delegated Award Report	A38(M) Aston Expressway Tame Valley Viaduct Structural Testing Works	P0639	For the provision of testing works for the A38(M) Aston Expressway TVV.	2 months	Inclusive Growth	Transport and Environment	Simon Ansell	Kamyar Tavassoli / Satinder Bains	Cabinet approved the report on 30/07/2019 for A38(M) Aston Expressway Tame Valley Viaduct Strengthening Works.	Volker Fitzpatrick Limited	£785,000	N/A	Ian MacLeod / Alison Jarrett	03/08/2020
Strategy / Award	Corporate Vehicle Hire - Vans, Minibuses and Tipplers and Trucks	P0322A	For the provision of Corporate Vehicle Hire - Cars, Vans, Minibuses and Tipplers and Trucks.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Janie Weetman	Presented to Cabinet for info on 11/12/2018. Strategy / Award Report signed 23/07/2020.	Northgate Vehicle Hire Ltd	£616,000	N/A	Alison Jarrett	01/10/2020
Strategy / Award	Library Books and Audio-Visual Media	P0297	There is a requirement to buy books and audio-visual media for the Library of Birmingham, Library Services at Home, the Mobile Library Service, the Prison Library Service and community libraries.	4 years	Education and Skills	Education Skills & Culture	John Betts	David Stokes	Presented to Cabinet for info on 23/06/2020. Strategy / Award Report signed 23/07/2020.	Askews and Holts Library Services Limited	£880,000	N/A	Tim O'Neill / Alison Jarrett	27/07/2020
Delegated Award Report	Accessible Community Support for Vulnerable Adults		There is a requirement for the development of sustainable micro-enterprises across Birmingham, creating employment opportunities and an increased range of activities for people eligible for support from Adult Social Care to access.	2 years	Adults Social Care	Health and Social Care	Mark Asbury	John Freeman	Presented to Cabinet for info on 11/02/2020. Single Contractor Negotiation Report signed on 16/07/2020. Delegated Award Report signed 30/07/2020.	Community Catalysts	£130,000	N/A	Graeme Betts / Alison Jarrett	01/08/2020
Strategy / Award	Home to School Transport Technology Solution	P0658	The Council wishes to procure a technology solution to modernise the delivery of home to school transport, which, in turn, will better equip the department to meet the increasing demand and the associated cost pressures.	4 years	Education and Skills	Education, Skills & Culture	John Betts	Brianne Thomas / David Waddington	Presented to Cabinet for info on 17/03/2020. Strategy / Award Report signed 05/08/2020.	365 Response Limited	£518,800	N/A	Peter Bishop / Alison Jarrett	06/08/2020
Strategy / Award	Legal Advice to support the Major Capital Project in Relation to the Commonwealth Games 2022		Requirement for the continuation of legal advice to support the Council's in-house provision for the Perry Barr Regeneration Scheme and the redevelopment of the Alexander Stadium.	3 years	Inclusive Growth	Leader	Guy Olivant	Connie Price / Charlie Short	Presented to Cabinet for info 26/05/2020. Strategy / Award Report signed 19/08/2020.	Burges Salmon LLP	£700,000	N/A	Craig Cooper / Alison Jarrett	
Delegated Award Report	Asbestos removal and demolition of the former Midland Chromium Factory in Perry Barr	P0533	For the asbestos removal, hazardous materials removal and demolition of buildings and all associated structures / infrastructure at the former Midland Chromium factory in Perry Barr.	26 week	Inclusive Growth	Leader	Guy Olivant	Mohammed Islam / Charlie Short	The joint report to the Leader approved procurement activity and delegated the award of the contract in the Commonwealth Games - Athletes Village report approved by the Leader and Cabinet Member for Finance and Resources jointly with the Director, Inclusive Growth and Chief Finance Officer dated 06/06/2019. Delegated Award Report signed 21/08/2020.	Cawarden Co.Ltd	£299,960	N/A	Ian MacLeod / Alison Jarrett	01/09/2020
Delegated Award Report	Birmingham Municipal Housing Trust - Development of Housing at the Fordrough	P0579R	For the construction and development of 9 new homes at Fordrough, Northfield.	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Russell Knight / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 26/08/2020.	J. Harper & Sons (Leominster) Limited	£1,269,916	N/A	Ian MacLeod / Alison Jarrett	07/09/2020
Delegated Extension Award	Development of Housing at Ward End Park Road		For the development of 14 units for social housing at Ward End Park Road.	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Terry Webb / Charlie Short	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 11/09/2020. Report presented to Housing Development Board on 12/05/2020 to delegated to extension to CO. Delegated Extension Award Report signed 10/09/2020.	Jessup Brothers Ltd	£300,000	N/A	Ian MacLeod / Alison Jarrett	21/09/2020
Delegated Award Report	Birmingham Municipal Housing Trust Development of Housing at the Hollybank Road, King Heath, Birmingham	P0644	For the construction and development of 5 new homes at Hollybank Road, Kings Heath.	10 months	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Gill X Beveridge / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2017-19 with small Medium Enterprise (ME) housebuilders on 13/09/2017 and delegated the award to CO. Delegated Contract Award Report signed 11/09/2020.	J. Harper & Sons (Leominster) Limited	£849,220	N/A	Ian MacLeod / Alison Jarrett	14/09/2020
Delegated Award Report	Demolition of Baverstock Academy, 201 Bells Lane, Birmingham B14	13204	For the demolition, site clearance and associated works to Baverstock Academy, Druids Heath, Birmingham, B14 5NN.	14 weeks	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Justin Brennan	Cabinet approved the Druids Heath Regeneration Report, Tender Strategy for the provision of the demolition of Baverstock Academy, 201 Bells Lane approved on 09/10/2018. Delegated Award Report signed 14/09/2020.	City Demolition Limited	£369,950	N/A	Ian MacLeod / Alison Jarrett	14/09/2020
Strategy / Award	Supply of Hydrogen Buses	P0409R	For the supply of 20 hydrogen buses using the Transport for London (TfL) Supply and Purchase of Hydrogen Buses and Associated Services Framework Agreement.	7 years	Inclusive Growth	Transport and Environment	Simon Ansell	Sylvia Broadley / Dean Billingham	Cabinet approved the "Clean Air Hydrogen Bus Pilot: Revision to Full Business Case" on 30/07/2019 and delegated the award to CO. Delegated Award Reports signed 23/09/2020.	Bamford Bus Ltd t/a Wrightbus	up to £11,000m	N/A	Ian MacLeod / Alison Jarrett	23/09/2020
Strategy / Award	Records Storage Contract	P0559	An off-site Records Storage facility is required for BCC to store certain records for a business and legal requirement. The service is used by the Council, Acivco and Birmingham Children's Trust.	7 years	Finance and Governance	Finance and Resources	Lee Bickerton	Jane Piovesana	Presented to Cabinet for info 23/06/2020. Strategy / Award Report signed 23/09/2020. However we now have further clarity from the framework owner regarding the length of call off contracts and in order to be compliant, the duration of this contract is required at 4 years, not the 7 years as stated in the Planned Procurement Activities Report.	Iron Mountain (UK) Plc	£1,000,000	N/A	Alison Jarrett	28/09/2020
Strategy / Award	Operational Programme Management Support for the Commonwealth Games 2022		For the provision of specialist strategic and operational support to the Programme Director, CWG 2022 on the overall programme management, governance structure and cross-directorate working for the CWG Team.	9 months	Commonwealth Games	Leader	Guy Olivant	Mark Channon / Charlie Short	Presented to Cabinet for info 08/09/2020. Strategy / Award Report signed 25/09/2020.	Ove Arup and Partners Ltd	£3,600,000	N/A	Craig Cooper / Alison Jarrett	01/10/2020
Delegated Award Report	Accommodation for stray dogs	F0266	The reception and accommodation of stray dogs delivered by or on behalf of the Council to ensure the care and welfare of stray dogs, including the re-homing of dogs to suitable situations wherever possible if they are not reclaimed by their owners.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Vikki Allwood	Presented to Cabinet for info 08/09/2020. SCN and award signed 15/09/2020.	Birmingham Dogs Home	£200,000	N/A	Rob James / Alison Jarrett	28/09/2020

APPENDIX 5

Cabinet approved the procurement activity for the SAP Support Managed Service on 8th September 2020. Since this approval there is a requirement for an additional year for the contract to allow for any delay with the ERP implementation. The detail below is the amended document for approval.

Title of Contract	SAP Support Managed Service – Addendum
Director/ Assistant Director	Peter Bishop – Director, Digital and Customer Services
Briefly describe the service required	<p>The SAP applications portfolio is used to support the business function requirements in the area of Human Resource, Payroll, Finance and Procurement. The SAP application portfolio comprises a number of SAP applications which are contracted through SAP AG. (SAP AG is the German Name for SAP.COM) The Council has a support and maintenance contract with SAP AG. The requirement is for the continuation of the managed service support for the SAP applications portfolio through the contract with Capita until SAP is replaced by the new Enterprise Resource Planning (ERP) solution.</p> <p>Due to delays in the ERP programme a continuation of the SAP Support Managed Service is required.</p>
How will this service assist with the Council’s commitments to Route to Zero?	This service will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
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, this service supports the delivery of the Council’s functions through the delivery of the IT service.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The service is currently provided by Capita Birmingham as part of the remaining services contract which expires on 31 st March 2021.
What budget is the funding from for this service?	This is funded from the general IT budget, however as the requirement to extend the service is due to the delays in the ERP implementation a contribution to these additional costs may be requested from the ERP Programme.
What is the proposed procurement route and reason for material change?	To enter into single contractor negotiations with Capita Birmingham.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Capita Birmingham is the only supplier that can continue to provide this service as the Council’s SAP environment is heavily customised. A change in supplier would not be economically viable for the short term required until the replacement ERP solution is in place. The short-term agreement will seek to maintain the same pricing and terms, including BBC4SR, although additional social value actions will need to be identified, as the current service.
Proposed start date and duration of the new contract	The proposed start date is 1 st April 2021 for a maximum duration of 24 months, with a break clause after 12 months.