

<b>REPORT TO:</b>	<b>CABINET</b> <b>15<sup>th</sup> December 2014</b>
<b>AGENDA ITEM:</b>	<b>14</b>
<b>SUBJECT:</b>	<b>CONTRACTS TO BE AWARDED</b>
<b>LEAD OFFICER:</b>	<b>Sarah Ireland, Director of Strategy Commissioning Procurement and Performance</b>
<b>CABINET MEMBER:</b>	<b>Councillor Simon Hall Cabinet Member for Finance and Treasury</b>
<b>WARDS:</b>	<b>All</b>
<b>CORPORATE PRIORITY/POLICY CONTEXT:</b> Effective outcome based commissioning and procurement will contribute to all corporate priorities.	
<b>AMBITIOUS FOR CROYDON &amp; WHY ARE WE DOING THIS:</b> The Council's commissioning strategy (2012 -2015) sets out the approach to commissioning and procurement and puts delivery of outcomes at the heart of the decision making process. As the Council develops more diverse service delivery models, it is important to ensure that out contractual relationships are not only aligned to our corporate priorities but also represent value for money for citizens and taxpayers and, contribute to the growth agenda for Croydon. The contracts (awarded or recommended for award), asset decisions and procurement strategies included in this report all contribute to achieving our strategic aims and meeting the needs of the people of Croydon.	
<b>FINANCIAL SUMMARY:</b> There are no direct costs arising from this report.	
<b>KEY DECISION REFERENCE NO.:</b> <b>This is not a key decision</b>	

## **1. RECOMMENDATIONS**

1.1 The Cabinet is requested to note:-

1.1.1 The contracts over £500,000 in value anticipated to be awarded by the nominated Cabinet Member, in consultation with the Cabinet Member for Finance and Treasury or, where the nominated Cabinet Member is the Cabinet Member for Finance and Treasury, in consultation with the Leader.

1.1.2 The list of delegated award decisions made by the Director of Strategy Commissioning, Procurement and Performance between 23/10/2014 to 06/11/2014

## **2. EXECUTIVE SUMMARY**

2.1 This is a standard report which is presented to the Cabinet, for information, at every scheduled Cabinet meeting to update Members on:-

- Contracts anticipated to be awarded under delegated authority from the Leader by the nominated Cabinet Member, in consultation with the Cabinet Member for Finance and Treasury and with the Leader in certain circumstances, before the next meeting of Cabinet;
- Property acquisitions and disposals to be agreed by the Cabinet Member for Finance and Treasury before the next meeting of Cabinet. As at the date of this report there are none;
- Delegated award decisions made by the Director of Strategy Commissioning and Procurement since the last meeting of the Cabinet.

2.2 To request Cabinet approval of Procurement strategies over £5m  
As at the date of this report there are none;

## **3. DETAIL**

3.1 Section 4.1 of this report lists those contracts that are to be awarded by the relevant Cabinet Member before the next Cabinet meeting.

3.2 Section 4.2 of this report lists the delegated award decisions made by the Director of Strategy, Commissioning, Procurement and Performance between 23/10/2014 to 06/11/2014.

3.3 The Council's Procurement Strategy and Tenders & Contracts Regulations are accessible under the Freedom of Information Act 2000 as part of the Council's Publication Scheme. Information requested under that Act about a specific procurement exercise or contract held internally or supplied by external organisations, will be accessible subject to legal advice as to its commercial confidentiality, or other applicable exemption, and whether or not it is in the public interest to do so.

## **4. FINANCIAL AND RISK ASSESSMENT CONSIDERATIONS**

#### 4.1 Proposed Contract Awards

4.1.1 Revenue and Capital consequences of contract award decisions to be made between £500k to £5m by the nominated Cabinet Member in consultation with the Cabinet Member for Finance and Treasury or, where the nominated Cabinet Member is the Cabinet Member for Finance and Treasury, in consultation with the Leader.

<b>Contract Title</b>	<b>Contract Revenue Budget</b>	<b>Contract Capital Budget</b>	<b>Dept and Nominated Cabinet Member</b>
Payroll Administration and Management Services. Lot 1 - Corporate Staff and Pensioners and Lot 2 - School Staff including Licenses and Hosting	£3.8m		CED Cllr Hall, Cabinet Member for Finance and Treasury
Education Expansion Programme 2015. Pre-Construction Design Services – Variations to Existing Agreements		£2.3m	CFL Cllr Flemming, Cabinet Member for Children, Families and Learning
Connected Croydon - West Croydon Interchange Public Realm Improvement Works		£3.1m	D&E Cllr Letts, Cabinet Member for Economic Development

4.1.2 In relation to the final item in the table above, Cabinet will note that due to the timetable for the return and evaluation of bids it has not been possible to make the usual Part A contract award report to the Cabinet Member available at the same time as this agenda. This will however be published as soon as possible and prior to any decision being made.

#### 4.2 Delegated award decisions made by the Director of Strategy Commissioning and Procurement

4.2.1 Revenue and Capital consequences of delegated contract award decisions made between £100k & £500k by the Director of Strategy, Commissioning Procurement & Performance

<b>Contract Title</b>	<b>Contract Revenue Budget</b>	<b>Contract Capital Budget</b>	<b>Dept</b>
South West London Chlamydia Screening Programme	£220,325		DASHH

Approved by: Louise Phillips, Business Partner on behalf of Dianne Ellender, Head of Finance and Deputy Section 151 Officer

**5. COMMENTS OF THE COUNCIL SOLICITOR AND MONITORING OFFICER**

5.1 The Council Solicitor comments that the information in this report reflects the requirements of the Council's Tenders and Contracts Regulations and the additional delegations referred to in para 2.2 and the council's Financial Regulations in relation to the acquisition or disposal of assets.

Approved by: Gabriel Macgregor, Head of Corporate Law, on behalf of the Council Solicitor and Monitoring Officer

**6. HUMAN RESOURCES IMPACT**

6.1 There are no immediate HR issues that arise from the strategic recommendations in this report for LBC staff. Any specific contracts that arise as a result of this report should have their HR implications independently assessed by a senior HR professional.

Approved by: Michael Pichamuthu, Strategic HRBP on behalf of Heather Daley, Director of Human Resources.

**7. EQUALITY IMPACT**

7.1 An Equality Analysis process will be used to assess the actual or likely impact of the decisions related to contracts mentioned in this report and mitigating actions will be defined where appropriate

7.2 Equality analysis enables the Council to ensure that it meets the statutory obligation in the exercise of its functions to address the Public Sector equality duty (PSED). This requires public bodies to ensure due regard to the need to advance equality of opportunity; foster good

relations between people who share a “protected characteristic” and those who do not and take action to eliminate the potential of discrimination in the provision of services.

- 7.3 Any issues identified through the equality analysis will be given full consideration and agreed mitigating actions will be delivered through the standard contract delivery and reporting mechanisms.

## **8. ENVIRONMENTAL IMPACT**

- 8.1 Any issues emerging in reports to the relevant Cabinet member will require these considerations to be included as part of the standard reporting requirements, and will not proceed without full consideration of any issues identified.

## **9. CRIME AND DISORDER REDUCTION IMPACT**

- 9.1 Any issues emerging in reports to the relevant Cabinet Member will require these considerations to be included as part of the standard reporting requirements, and will not proceed without full consideration of any issues identified.

---

### **CONTACT OFFICER:**

<b>Name:</b>	Genine Whitehorne
<b>Post title:</b>	Head of Commissioning and Procurement
<b>Telephone no:</b>	60584

### **BACKGROUND DOCUMENTS:**

The following public background reports are not printed with this agenda, but are available as background documents on the Croydon Council website agenda which can be found via this link [Cabinet agendas](#)

- Award of contract - Payroll Administration and Management Services
- Award of contract variation - Education Expansion Programme 2015. Pre-Construction Design Services