

HAMPSHIRE COUNTY COUNCIL

Decision Report

Decision Maker:	Executive Member for Policy and Resources
Date:	12 December 2013
Title:	Corporate Procurement Approvals
Reference:	5342
Report From:	Director of Culture, Communities and Business Services

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1. Executive Summary

1.1. The purpose of this report is to the relevant procurement approvals in relation to the framework agreements and contracts as listed in Appendix 1. This approval is in accordance with the County Council's Contract Standing Orders and Constitution.

2. Background

2.1. The County Council's Contract Standing Orders (CSO 3) requires that '*The commencement of a procurement process for a Contract is subject to the prior approval of the relevant decision maker who has the authority to give such approval under the Constitution.*' This report requests approval to procure for framework agreements and approval to procure and spend for contracts which require approval by the Executive Member as they have a value, or estimated value, in excess of £1 million (including capital projects in excess of £250,000).

2.2. Framework agreements are not linked to specific one-off purchases or projects but provide for the ongoing routine goods and services requirements of a large number of individual budget holders, either through direct call-offs or mini-competitions as required by each framework agreement. Therefore, the framework agreement values are only estimates and actual expenditure will be determined by the actual commitments made by budget holders. Framework agreements therefore only require Approval to Procure and not Approval to Spend. However approval to procure and spend will be required in relation to each separate contract called-off under the framework given that those contracts will include contractual obligations in relation to payment for services/goods/works. Likewise, approval to procure and spend will be required in relation to any other contracts which are to be procured individually and have not been called-off under a framework agreement.

- 2.3. Some of the approvals in this report are revised approvals because either the estimated value, start date or the procurement approach has been amended. Such amendments are often due to new partners joining the arrangements or a more appropriate procurement approach being developed.

3. Temporary Classrooms

- 3.1. Children's Services have a statutory obligation to provide places for the children of Hampshire each September. The numbers of children needing places is growing each year. There is a need to provide additional accommodation at schools for Sept 2014. The exact locations of the needed places is not finalised by Children's Services until late January 2014. Children's Services report this and the associated financial commitment at the end of January, and the accommodation needs to be in place by July 2014.
- 3.2. To meet this programme there is a need for a fast track programme including planning and procurement, and there is a need to commence preliminary design work in November / December 2013 to assemble documentation and prepare draft Planning applications. At this time it is anticipated that between 6 and 10 modular buildings may be required for September 2014 to meet short term and urgent demands with a value in the order of £1.2 million (approximate budget figure from Children's Services).
- 3.3. Typically, the approval from the Executive Member would be sought with the full details of the proposed sites included. However, these details are not known at this stage. In order to proceed with the procurement and subsequent contract award and to allow for manufacturing slots to be reserved with the successful contractors, it is recommended that the authority for the approval to procure and spend is delegated to the Director of Culture, Communities and Business Services and Director of Children's Services respectively.

4. Recommendations

- 4.1. That procurement and spend approvals, as appropriate, be given for the framework agreements and contracts as detailed in the report and Appendix 1.
- 4.2. That the authority for the approval to procure and spend for the temporary classrooms basic need provision programme for 2014 is delegated to the Director of Culture, Communities and Business Services and Director of Children's Services respectively.

CORPORATE OR LEGAL INFORMATION:**Links to the Corporate Strategy**

Hampshire safer and more secure for all:	No
Corporate Improvement plan link number (if appropriate):	
Maximising well-being:	Yes
Corporate Improvement plan link number (if appropriate):	
Enhancing our quality of place:	Yes
Corporate Improvement plan link number (if appropriate):	

Other Significant Links

Links to previous Member decisions:		
<u>Title</u>	<u>Reference</u>	<u>Date</u>
Buildings, Land and Procurement Panel: Corporate Procurement Update and Corporate Procurement and County Supplies Contracting Activity and Approvals for 2013/14	3846	19 March 2013
Executive Member for Policy and Resources: Corporate Procurement Update and Corporate Procurement and County Supplies Contracting Activity and Approvals for 2013/14	4567	18 April 2013
Direct links to specific legislation or Government Directives		
<u>Title</u>	<u>Date</u>	
None		

Section 100 D - Local Government Act 1972 - background documents

The following documents discuss facts or matters on which this report, or an important part of it, is based and have been relied upon to a material extent in the preparation of this report. (NB: the list excludes published works and any documents which disclose exempt or confidential information as defined in the Act.)

<u>Document</u>	<u>Location</u>
None	

IMPACT ASSESSMENTS:

1. Equalities Impact Assessment:

1.1. Equality impact assessment has been considered in the development of this report and no adverse impact has been identified. The current Corporate Procurement Strategy aims to improve the equalities performance of external suppliers where appropriate and the Strategy has been subject to an equalities impact assessment.

2. Impact on Crime and Disorder:

2.1. The current Corporate Procurement Strategy recognises that community cohesion, safety and security is a key part of the County Council's corporate priorities. The Strategy aims to continue to identify where procurement can ensure that appropriate contracts include provisions for crime and disorder reduction and that procurement arrangements do not have an adverse impact on community safety issues.

3. Climate Change:

3.1. The current Corporate Procurement Strategy does not have a direct impact on our carbon footprint and energy consumption, although it aims to improve the County Council's performance on sustainable procurement.

Procurement and Spend Approvals over £1m

Lead Authority (Collaborative Contracts)	Title	Contract Term and Estimated Start Date	Anticipated County Council total value over term	Anticipated total value over term (collaborative – HCC Lead)	Approval Required	Ref
	Beds (residential and nursing provision)	Framework for 4 years, including a 12 month extension period, with a start date of 01/02/2014	£2 million	N/A	Approval to procure	1
Hampshire	Curtains and Blinds (school provision)	Framework for 4 years, including a 12 month extension period, with a start date of 01/04/2014	£2 million	£3 million	Approval to procure	2
Hampshire	Fruit and Vegetables	Framework for 4 years, including a 12 month extension period, with a start date of 01/10/2014	£6 million	£8 million	Approval to procure	3
Hampshire	Library Shelving	Framework for 4 years, including a 12 month extension period, with a start date of 01/04/2014	£1 million	£2 million	Approval to procure	4
Hampshire	Vehicle Accident Repair HCC leading on behalf of Hampshire Constabulary, Hampshire Fire & Rescue Service and local District and Borough Councils.	Framework for 4 years, including a month extension period, with a start date of 01/02/2014	£1 million	£4 million	Approval to procure	5
Hampshire	Vehicle Spares HCC leading on behalf of Hampshire Constabulary, Hampshire Fire & Rescue Service and local District and Borough Councils.	Framework for 4 years, including a month extension period, with a start date of 01/12/2013	£2 million	£6 million	Revised approval to procure	6

Lead Authority (Collaborative Contracts)	Title	Contract Term and Estimated Start Date	Anticipated County Council total value over term	Anticipated total value over term (collaborative – HCC Lead)	Approval Required	Ref
	<u>Temporary Accommodation:</u> The County Council has various requirements for the provision of temporary accommodation. In each case it is proposed to utilise the Hampshire and Surrey Modular Building Framework for the following projects:					
	<u>Temporary classroom programme – basic need provision 2014 (Children’s Services)</u> There is a need to provide additional accommodation at schools for Sept 2014. The exact locations of the needed places is not finalised by Children’s Services until late January 2014.	Contract Award : Spring 2014 Delivery on site(s) : July 2014	£1.2 million	N/A	Approve delegation to Director of CCBS and Director of Children’s Services for authority to procure and spend respectively for the detailed sites when known.	7
	<u>Temporary Accommodation – Behaviour Support Units</u> Provision of three Behaviour Support Units for Children’s Services. Each unit provides a stand alone teaching facility specifically designed to accommodate small group teaching, and includes play spaces, parking, vehicle drop off, catering, administration and office space.	Contract Award: January 2014 Delivery on site: Spring 2014	£2.5 million	N/A	Approval to procure and approval to spend	8

Lead Authority (Collaborative Contracts)	Title	Contract Term and Estimated Start Date	Anticipated County Council total value over term	Anticipated total value over term (collaborative – HCC Lead)	Approval Required	Ref
	<u>Ashwood Education Centre</u> Provision of a building of Modular Construction to allow relocation of accommodation from a split site to a single site (Ofsted Recommendation).	Contract Award: Spring 2014 Delivery on site(s): July 2014	£150,000	N/A	Approval to procure and approval to spend	
	<u>Netley Abbey Junior/ Infant School</u> To meet the rising demand for pre-school and school accommodation. Two buildings of Modular Construction have been requested by Children's Services on the above site, a 26 place Nursery and a two classroom unit (with toilets and lobby).	Contract Award: Spring 2014 Delivery on site(s): July 2014	£350,000	N/A	Approval to procure and approval to spend	