

HAMPSHIRE COUNTY COUNCIL**Decision Report**

Decision Maker:	Executive Member for Policy and Resources
Date:	22 January 2015
Title:	Corporate Procurement Update
Reference:	6267
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 seek approval to procure the framework agreements 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 where 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.

3. Recommendations

3.1. That approval to procure and spend be given for the following framework agreements in accordance with the County Council's Standing Orders and Constitution (as detailed in Appendix 1 of this report):.

- Provision of Language Services
- Provision of Fruit Vegetables, Milk and Morning Goods
- Conversion of outbuilding to student accommodation - Sir Harold Hillier Gardens

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):	

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.)

DocumentLocation

None

IMPACT ASSESSMENTS:

1. Equality Duty

1.1. The County Council has a duty under Section 149 of the Equality Act 2010 ('the Act') to have due regard in the exercise of its functions to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic (age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, gender and sexual orientation) and those who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Due regard in this context involves having due regard in particular to:

- a) The need to remove or minimise disadvantages suffered by persons sharing a relevant characteristic connected to that characteristic;
- b) Take steps to meet the needs of persons sharing a relevant protected characteristic different from the needs of persons who do not share it;
- c) Encourage persons sharing a relevant protected characteristic to participate in public life or in any other activity which participation by such persons is disproportionately low.

1.2. Equalities Impact Assessment:

The current Corporate Procurement Strategy aims to improve the equalities performance of external suppliers where appropriate and the Corporate Procurement Strategy has been subject to an equalities impact assessment. This report is in line with the Corporate Procurement Strategy and therefore no adverse impact has been identified.

2. Impact on Crime and Disorder:

2.1 This report does not have an impact on crime and disorder.

3. Climate Change:

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.

Approvals

Project Title Brief project description (including scope of project, customer, procurement route, other relevant bodies)	Contract / framework term & Start date	Anticipated HCC/HC/HFRS value over term	Anticipated Total Value over term (if HCC led)	Approval required / project update	Reference															
<p><u>Language Services</u></p> <p>Provision of language services to Hampshire County Council (HCC), Hampshire Constabulary (HC) and Hampshire Fire and Rescue Service (HFRS) and the Association of Chief Police Officers Criminal Records Office (ACRO).</p> <p>Services covered range from in-court translation, document translation services (and confidential translation services), custody and emergency services translation services.</p> <table border="0" data-bbox="114 989 864 1249"> <tr> <td>HFRS</td> <td>£135,566</td> <td>Over 4 years</td> </tr> <tr> <td>HCC</td> <td>£528,434</td> <td>Over 4 years</td> </tr> <tr> <td>ACRO</td> <td>£936,000</td> <td>Over 4 years</td> </tr> <tr> <td>HC</td> <td>£2,400,000</td> <td>Over 4 years</td> </tr> <tr> <td>Total</td> <td>£4,000,000</td> <td>Over 4 years</td> </tr> </table>	HFRS	£135,566	Over 4 years	HCC	£528,434	Over 4 years	ACRO	£936,000	Over 4 years	HC	£2,400,000	Over 4 years	Total	£4,000,000	Over 4 years	<p>Mini-Competition or direct award under National Framework to commence March / April 2015</p>	<p>£3.1m</p>	<p>£4m</p>	<p>Authority to procure Authority to Spend</p>	
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<u>Sir Harold Hillier Gardens</u> Conversion of existing out building into shared student accommodation. Works to be funded by the Gardens via a capital receipt. Appointment of Contractor via traditional tender process.	Commence March 2015, complete May 2015	£138k excluding fees	N/A	Authority to procure Authority to Spend	
<i>Revision to Item previously approved by Executive Member for Policy and Resources 10 April 2014</i>					
<u>Provision of Fruit, Vegetables, Milk, and Morning Goods</u> This contract was approved by the Executive Member for Policy and Resources at a total value of £6.4m. Subsequent to the approval being given, the government introduced the Free School Meals Initiative for Infant School Children. This increased the volume of meals provided by the Council with a corresponding increase in demand for this contract. The revised estimated amounts are detailed herein.	Framework agreement for 4 years, including a 12 month extension period, with a start date of 01/11/2014	£8.4m	£10.4m	Approval to procure and Spend	