

PROCUREMENT MONTHLY REPORT - FEBRUARY 2017

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REASON FOR ITEM

A Procurement Monthly Report was heard at the meeting of the Corporate Services and Partnerships POC on 29 November 2016. The Committee noted the report, and asked for further quarterly updates on Procurement and the Forward Plan on Contracts.

OVERVIEW

The purpose of this report is to provide a summary of current projects in each directorate grouped under the following headings for information / discussion:

- Current activity;
- Contract/supplier management updates;
- Wider category plans being considered/drafted;
- eProcurement update;
- Forward Plan;
- Risk

CURRENT TENDER ACTIVITY ACROSS THE TEAM

The Year to Date stats are as follows:

Category	Tenders Issued		In Evaluation	Savings YTD
	Jan-17	YTD		
Above OJEU Threshold	0	22	11	£13,000,697
Under OJEU Threshold	12	135	48	

Social Care

The following tenders are currently in development / scoping stage:

- Extra Care
- Transport
- Mental Health Employment Support
- Primary Care Contracts
- Homecare
- Palliative Care
- Supported Living Schemes (x7)
- Strategic Partners
- Domestic Violence

The following tenders are currently open:

- N/A

Tender responses have been received and are currently being evaluated for:

- Supported Living - Glenister Gardens

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Recommendations for contract awards / extensions have been made for:

- 0-19 Healthy Child Programme - CNWL (new)
- Outreach Services - Dimensions (extension)
- Young People's Advocacy - NYAS (extension)
- Independent Travel Training - Ealing MENCAP (extension)

Residents Services

Key Highlights

- The **Revenues and Benefits** tender was issued, and one response was received. A Cabinet Report is currently being drafted and will be taken through Urgency due to timescales involved.
- The **Highways and Professional services Term Contract** was reissued and one bid was received. The Cabinet Report is being drafted and will be presented at March Cabinet.

Administration and Finance

- The tender for **Global Services Framework - Employee Benefits Pensions** has been returned and is currently in evaluation by the business. Evaluation and decision will be complete before Pensions Committee in March

CONTRACT / SUPPLIER MANAGEMENT UPDATES

Social Care

Service reviews are in development / progressing in the following areas:

- Extra Care services
- Brokerage
- Speech & Language Therapy
- 0-19 BID Project (Children's Centres)
- 0-19 BID Project (Parenting)
- Transport
- CWD Respite Care (Sunshine House)
- Supported Living (Little Road)
- Homecare
- Palliative Care
- Outreach Services
- Direct Payment Support
- Preventative Services

Service reviews include liaising with the relevant service area lead to agree the scope of the review, determine the "as is" situation and consider future service options leading to the development of wider category plans.

Contract Management Meetings were held with the following suppliers / providers:

- Ability
- Life Opportunities Trust
- Certitude

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- St. Vincents
- Craegmoor
- Medequip
- Mental Health First
- SCS
- Sevacare
- Equicare
- Age UK
- Devine Care
- Lalis
- PowHer
- CNWL (re O/T & SaLT)

Contract meetings follow standardised agendas such as KPI review, monitoring outcomes (case studies), exploring opportunities for innovation. Feedback is collated from Stakeholders in order to inform the discussion with the provider.

In addition, Category Managers have been involved in the following internal and external groups, to review the market situation:

- WLA Adults DPS
- London Social Care Commissioners Network
- Extra Care
- BID - Semi-Independent Living
- Transport
- Homecare
- Direct Payments / Personal Budgets
- Outreach Services Project Group
- Fee Uplift Working Group
- Short Breaks
- Respite Provision (Sunshine House / RNIB)
- Preventative Services
- WLA Market Management Group
- WLA Children's DPS

Residents Services

- APCOA - Ongoing contract management to ensure contract adherence to liquidated damages clause, and potential income for LBH
- Caterplus - working with catering provider to remodel Extra Care provision and to reduce the LBH subsidy element
- Review of Cleaning Service for the Civic and other LBH buildings, variation required to address current year's requirements
- Review of APCOA contract for Environmental Enforcement including Procurement input to ensure contract fit for requirements

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WIDER CATEGORY PLANS BEING CONSIDERED / DRAFTED

Social Care

Further development of category plans continue, concentrating at sub-category level:

- Accommodation-based Support
- Community / Outreach-based Support
- Early Intervention, Prevention & Health

Liaising with Social Care Finance colleagues to analyse current expenditure.

Residents Services

- Full waste strategy review - Review of market to understand current Public Sector movements and to formulate potential options for LBH
- Fleet Management - review of all fleet options (including additional elements e.g. tyres, maintenance, windscreen replacements) to create optimal plan for all fleet assets
- LBH water spend review (market deregulation Apr 17)
- IT Contract list is currently under review with the IT business partners to qualify the details and ensure all contracts recorded. This will enable IT pipeline of contract reviews and allow planning for forthcoming tenders.
- The amalgamation of all FM Hard Services (Mitie & Honeywell) into one contract to be tendered in 2017 (see Asset Capture and condition survey above)

E-PROCUREMENT UPDATE

Update on tenders run through the eProcurement Team:

	Tenders	Savings
January	7	£7,735
Year to Date	53	£180,665

FORWARD PLAN

Please refer to Appendix A: All known contracts expiring in the next 9 months. Note that this list of contracts is taken from the Capital eSourcing database - if the contract has not been stored on here then it will not be on the list.

RISK AREAS BEING MONITORED

Social Care

- Supported Living - regular meetings with Craegmoor to manage on-going performance issues.
- Homecare - Equifax reports obtained on all providers, strategies being developed to manage any highlighted risk.
- Transport - Documentation review to ensure all relevant corporate documents are up to date e.g. insurances & operating licences.

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