



2018/19

**Fourth Quarter
Procurement
Review**

1. Introduction

- 1.1 A key element of the financial savings included in the Council's Efficiency & Rationalisation Strategy is being met from Procurement activity which was approved by Councillors in February 2017.
- 1.2 The strategy was developed to ensure that its objectives link closely with the Council's overall strategic vision and aims and objectives. The key actions in in the strategy included:-
 - Delivery of cashable efficiency savings to support the Efficiency & Rationalisation Strategy by tendering, retendering and renegotiating of contracts.
 - Development and embedding a professional procurement unit of excellence to deliver on going efficiency savings for the Councils
 - Revising Procurement Procedure Rules to support transparency, timeliness of contract award and greater control – these have now been updated
 - Expanding the usage of electronic procurement systems for works as appropriate
 - Increasing the levels of spend covered by the contract
 - Implementation of e-tendering
 - Supporting the local economy by increasing the number of procurement opportunities advertised and adoption of a local business concordat
- 1.4 The Procurement Strategy is now due for updating and is scheduled for presentation during 2019.

2. Fourth Quarter Completed Procurements

2.1 The activity supported by the procurement function for the fourth quarter January 2019 to March 2019 is summarised below:

Fourth Quarter	High Value (> £181,000)	Low Value(< £181,000)	Total
HPBC Only	1	13	14
JOINT (HP/SM)	1	7	8
TOTAL	2	20	22

2.2 Annex A provides details of the 22 procurement exercises completed during quarter four.

2.3 No cashable savings have been made as a result of specific procurement activity during Quarter 4, this will continue to be monitored in 2019/20 and any savings identified will be offset against the efficiency programme.

2.4 However, a review of historical overall expenditure against budget has taken place to identify where budgets can be reduced due to ongoing / one-off procurement activity. £185,000 has been realised against the Efficiency Plan in 2018/19.

3. 2019/20 Procurement Forward Plan

3.1 The table below details the number of exercises which fall into either low or high value (profiled over full contract term) scheduled for either completion or starting in 2019/20.

2019/20 Activity	High Value (> £181,000)	Low Value(< £181,000)	Total
HPBC Only	17	43	60
JOINT (HP/SM)	5	39	44
TOTAL	22	82	104

3.2 In addition to the above, there are 89 listed entries brought forward from previous years (for review and completion for both HPBC and SMDC combined).

3.3 Some of the more significant 'high level' procurement activity that is scheduled for delivery in 2019/20 includes:

- CCTV Maintenance and Monitoring Arrangements
- Construction Materials Supply
- HRA Kitchen, Central Heating, Roofing programmes
- Glossop Cemetery Extension
- Glossop Halls Refurbishment Works
- Insurance

4. Procurement Performance

4.1 This section reports on the Council performance in terms of procurement activity and the payment of suppliers.

4.2 Performance for the fourth quarter is highlighted below:

Performance Indicator	Target	Performance at 31st March 2019
% of Alliance Procurement Activity on Forward Plan	72%	64%
Annual contract spend as % of gross expenditure budget	78%	83%
% of invoices paid within 30 days	96%	95%

Performance Indicators – targets not achieved

4.3 Regular service review meetings are held to ensure planned activity is captured and monitored on the plan. New processes have been implemented within the Creditors function to enhance the workflows to maximise on efficient working practices.

Fourth Quarter Procurement Activity Completed – HPBC

Contract name	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration (years)	Total Contract Value (inc extensions)
HPBC Leisure Centre Services Management and Operation	HPBC - Provision of Leisure Services at Buxton, Glossop and New Mills.	Recurring	Service Commissioning	OJEU	Parkwood Leisure Ltd	5	1,063,020
Access to Private Rented Sector Project (HPBC)	Securing accommodation in the private rented sector for vulnerable and homelessness clients	Recurring		Tender	Adullam Homes Housing	2	162,000
Bench Road Play Area Improvement Project	Refurbish play area at Bench Road and provide fitness equipment in line with Councils sport and physical activity strategy	One Off	Service Commissioning	Framework	Kompan Ltd	1	90,000
Disabled Adaptation - Ground Floor Extension Sherwood Road - Buxton	Disabled Adaptation to HRA property	One Off	Assets	Tender	Broadoak Property Services Ltd	1	71,450
Pavilion Gardens Car Park Lighting Improvements	Lighting improvements to Car Park at Pavilion Gardens	One Off	Assets	Single Source	HEC Contracting Ltd	1	57,533
Painting of internal communal areas at Hartington Gardens Buxton	Painting of communal area at Hartington Gardens	One Off	Assets	Framework	Bell Group Ltd	1	32,000
Swimming Pool Re grouting works Buxton and New Mills	Under water grouting works to Buxton and New Mills pools	One Off	Assets	Single Source	Barnet Pool Maintenance Ltd	1	24,440
Gladstone Street Flats Remedial Works	Replacement of defective cavity tray with new cavity tray to rear elevation and associated wither proofing works	One Off	Assets	Quote	Premier Brickwork (MC) Ltd	1	15,341
Water in Buxton Supplementary Planning Document	SPD identified under Risk Management project	One Off	Planning	To be supplied via existing contract	Wood Environment & Infrastructure Solutions UK	1	12,480

Contract name	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration (years)	Total Contract Value (inc extensions)
Alma Square Communal Boiler Replacement - Design / PM Consultancy	Design and Project Mgmt for replacement of Communal Boilers at Alma Square	One Off	Assets	Framework	Morgan Lambert Ltd	1	9,250
Garden Repair works 43 Fairy Bank Crescent	Garden Repair works to ensure garden is safe for tenant use	One Off	Housing	Quote	Decorwright	1	7,450
Fairfield Gateway Professional Advice (Golf Course Architect)	Specialist Architectural Services to support Fairfield Gateway Improvements project	One Off	Regeneration	Quote	STRI Ltd (Jonathan Tucker)	1	6,470
Carpet and Flooring for emergency accommodation	Carpet and flooring installation at Marion Court x 5 Flats and Highfield House x 3 flats to be used for emergency accommodation	One Off	Housing		Ardmair Flooring	1	4,000
HRA Business Plan Model	IT software to support HRA business planning	Recurring	IT	Single Source	Abovo Business Services Ltd	1	3,500

Fourth Quarter Procurement Activity Completed – JOINT

Contract name	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration (years)	Total Contract Value
Vehicles Outright Purchase (Waste RCVs) - SMDC / HPBC	Fleet Provision across Alliance for AES	One off	Operational Services - Fleet	Framework	Dennis Eagle Ltd (HPBC - 2,248,453) (SMDC - 1,264,382)	1	3,512,835
Purchase of PACCAR Vehicles	Purchase of 2 x 16T Refuse Collection Vehicles and 1 x 7.5T Tipper	One off	Operational Services - Fleet	Single Source	PACCAR	1	178,000
Digital Customer Portal	Customer Self serve portal	Recurring	OD&T	Framework	IEG4 Ltd - OneVu	1	98,026
Committee Management System	Committee Management Software for Agendas and Minutes	Recurring	OD&T	Framework	Modern Mindset	2	40,040

Contract name	Brief contract description	Recurring or One Off	Service Area	Procedure	Award Detail	Term / Duration (years)	Total Contract Value
Communications Consultancy - Celebrating the Alliance	External Communications Consultancy services	One off	OD&T	Single Source	Northern Design Collective Ltd	1	30,000
Play Area improvements Simmondley and Leek (Pickwood)	play area improvements	One off	Operational Services -	Framework	Wicksteed Leisure Ltd	1	12,274
Jetting and Drainage Services (Adhoc SMDC HPBC Private Housing and HPBC Housing)	Drainage and Jetting works	Recurring	Operational services DLO	Tender	Drainage Consultant Ltd Eden Point Three Acres Lane Cheadle Hulme Cheshire SK8 6RL	1	11,800
Regulatory Legislation Software - Riams System	Software to support Regulatory services for one stop shop to access, Legislation, notices and policies. Also includes wider services Planning, Enforcement, Health and Safety	Recurring	Regulatory Services	Single Source	RIAMS	3	4,500