

CABINET

13 July 2021

Title: Contract for Supply of Furniture, Fixtures and Fittings for Early Years Education Settings and Temporary Residential Accommodation	
Report of the Cabinet Member for Educational Attainment and School Improvement	
Open Report	For Decision
Wards Affected: All	Key Decision: No
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Accountable Director: Jane Hargreaves - Commissioning Director	
Accountable Strategic Leadership Director: Elaine Allegretti, Strategic Director, Children and Adults Mark Fowler, Strategic Director, Community Solutions	
Summary: <p>This report seeks Cabinet approval for the procurement and award of new Term Contracts for the supply of Furniture, Fixtures and Fittings for the Council's Early Years Educations Settings and Temporary Residential Accommodation under the open procurement route for a term of three years from 1 April 2022 to 31 March 2025, with an option to extend for a period of up to one year to 31 March 2026 subject to satisfactory performance of the appointed supplier(s).</p> <p>The Council has a legal and statutory obligation to provide the necessary equipment and services to support all its vulnerable residents as guided by theses legislations:</p> <ul style="list-style-type: none">• Children Act 1989 & 2004• Children (Leaving Care) Act 2000• Statutory Guidance on Securing Sufficient Accommodation for Looked After Children 2010• Guidance on the Provision of Accommodation for 16 & 17-year-old young people who be homeless and/or require accommodation 2010• Housing Act 1996• Homelessness Reduction Act 2017• Childcare Act 2006 <p>The Council must also satisfy its own due diligence to ensure the well-being of all its vulnerable residents.</p> <p>The key benefits of the contracts will be:</p>	

- Provide high quality, cost effective Furniture, Fixtures and Fittings for the Council's Early Years Educations Settings and Temporary Residential Accommodation
- Cost efficiencies and effectiveness through economies of scale;
- Utilise a multi lot approach as it provides variety and offers opportunities for local and national suppliers to compete for this contract;
- Streamlined approach to ensure that requirements for Furniture, Fixtures and Fittings for the Council's Early Years Educations Settings and Temporary Residential Accommodation are captured under this contract.

Recommendation(s)

The Cabinet is recommended to:

- (i) Agree that the Council proceeds with the procurement of a contract for Furniture, Fixtures and Fittings for the Council's Early Years Educations Settings and Temporary Residential Accommodation in accordance with the strategy set out in the report; and
- (ii) Authorise the Strategic Director, Children and Adults, in consultation with the relevant Cabinet Members, the Strategic Director, Law and Governance, and the Managing Director, to conduct the procurement and award and enter into the contract(s) and all other necessary or ancillary agreements with the successful bidder, in accordance with the strategy set out in the report.

Reason(s)

To assist the Council in meeting its priorities of "Prevention, Independence and Resilience" and "Well Run Organisation".

1. Introduction and Background

1.1. The Council has a legal and statutory obligation to provide the necessary equipment and services to support all its vulnerable residents of varying age groups and needs as guided by these legislations:

- Children Act 1989 & 2004
- Children (Leaving Care) Act 2000
- Statutory Guidance on Securing Sufficient Accommodation for Looked After Children 2010
- Guidance on the Provision of Accommodation for 16 & 17-year-old young people who be homeless and/or require accommodation 2010
- Housing Act 1996
- Homelessness Reduction Act 2017
- Childcare Act 2006

1.2 The Council must also satisfy its own due diligence to ensure the well-being of all its vulnerable residents.

- 1.3 There is no one contract in place for Furniture, Fixtures and Fittings and services tend to procure from multiple suppliers which does not offer confidence that the Council is achieving best value. The proposed new multi-lot contract is expected to commence in April 2022.
- 1.4 During Covid19 pandemic, this provision was more critical and emphasised the need to for a longer term strategy as the requirement to ensure adherence to Covid19 rules was followed and that the spread of Covid19 was minimal. Continuing to deliver these services in a safe environment for residents, staff and children was critical and the provision of furniture, fixtures and fittings at short notice regardless of quantity was a key part of the process. This procurement will ensure that the long term strategy to provide this service cost effectively and compliantly is achieved.
- 1.5 The Council's Early Years Educations Settings and Temporary Residential Accommodation including but not limited to the hostels and temporary voids units acquired for use as temporary care leavers accommodation are provided by the council for its, youngest residents, displaced vulnerable residents and care leavers. It relies on the Council's ability to provide these young and vulnerable residents with good quality, safe, smart Furniture, Fixtures and Fittings in order to maintain a healthy and safe environment and accommodation. It is critical that regular and reliable contractors for Furniture, Fixtures and Fittings are in place in order to ensure that there are minimum disruptions to services provisions and minimise the cost of voids accommodation within these facilities to due to lack of proper Furniture, Fixtures and Fittings. The contractors will supply, install, and remove Furniture, Fixtures and Fittings as required by the Council and maintain a minimum level of the require stock of Furniture, Fixtures and Fittings required to be kept in storage to ensure sufficient availability to maintain continuity of service.
- 1.6 The hostels, care leavers accommodation and Early Years Resources require regular supply of quality variety of Furniture, Fixtures and Fittings to meet service requirements.
- 1.7 The Hostels are part of the Temporary Accommodations service provided by the Council for residents whose applications for homelessness are under consideration for allocation of a permanent Council Housing. Hostel Accommodation are temporary and are provided furnished to the residents. The hostels hold a stock of spare Furniture, Fixtures and Fittings to facilitate repairs where possible. Maintaining a regular contractor ensures the same type and quality of Furniture, Fixtures and Fittings is maintained throughout hostels. Therefore, it is business critical that the Council's Hostel Service team have access to beds, mattresses and white goods, as previously described, and on that basis would need to make ad-hoc purchases to replace damaged equipment. The Council currently has four hotel accommodations and there are more being built.
- 1.8 The Early Years' Service has responsibility for 16 commissioned nurseries and for opening new childcare settings in addition to ensuring delivery of free early learning in good quality environments for 0-5 year olds. These services form an integral part of a child's early education and development. Support is provided for all early education settings, but the Council has particular responsibility for 16 settings, which it commissions to deliver services in Council buildings. This provision is provided for the new childcare settings and nurseries to ensure the safety and wellbeing of the children while in these facilities. The Early Years' Service has

contractual responsibility for ensuring commissioned settings have good quality Furniture, Fixtures and Fittings to operate with. The Settings pay rent and a service charge to the Council, which in turn is used to renew and replace these Furniture, Fixtures and Fittings. It is critical for the Early Years' Service to have access to good quality equipment as resources need to be replaced regularly in the early years due to wear and tear through extensive usage.

- 1.9 The care leavers accommodation is a grant funded initiative provided by the Council under the Leaving Care grant to support the LAC and Care Leavers to receive the right support and accommodation as they transition into adulthood and independent living. The accommodation is temporary and only available to those care leavers in fulltime education or full-time employment. Most of the Furniture, Fixtures and Fittings remain in the properties when the care leavers move into their permanent accommodation. Some of the Council vulnerable residents such as Care Leavers are at greater risk of homelessness. It is the Council's duty to ensure that such services are provided to support these residents into independence and long-term accommodation.
- 1.10 This procurement will ensure that the Council will have a regular supplier to meet this requirement while's remaining compliant to the Council's Contract Rules.
- 1.11 The Early Years Settings, hostels and voids suites for care leavers are provided as part of People and Resilience and Community Solutions. This procurement ensures that the council fulfils its duty of care and responsibility by providing the children in the Early Years Educations Settings and the residents and care leavers in the temporary Residential Accommodation with suitable Furniture, Fixtures and Fittings. This provision includes any new Early Years Educations Settings and Temporary Residential Accommodation such as hotels and voids units for care leavers opening which will utilise these contracts.
- 1.12 This Procurement will offer opportunities for local and national suppliers to provide high quality, cost effective Furniture, Fixtures and Fittings for the Council's existing 4 hostels and for purchasing early years resources across 16 commissioned settings and any new hostels, care leavers accommodation and early years settings opening during the term of this contract. This procurement ensures efficiency through economies of scale.
- 1.13 This procurement will contribute to some of the Council's Corporate plan priorities to deliver a new kind of council focused on enabling independence and empowering people by enabling greater independence whilst protecting the most vulnerable through early intervention of the needs of the Councils residents and service users.
- 1.14 **Empowering People** - These services enable greater independence & protect the most vulnerable, strengthening the Council's services. The Education and Participation Strategy, Homelessness Strategy and Housing for Vulnerable People Strategy were developed to provide earlier intervention and delivers the best possible outcome for the Councils younger population in Early Years Educations Settings and residents in hostel accommodations and Care Leavers utilising voids suites earmarked for LAC in Children's Care and Support.
- 1.15 This procurement will also contribute to the Council's DRIVE values to provide excellent service for Council residents by:

- Deliver: the best outcomes for residents whenever we can.
- Respond: to residents' needs in a helpful and friendly way.
- Inspire: others and ourselves to achieve their best.
- Value: residents when making decisions.
- Engage: with residents and colleagues in the best way we can.

1.16 This procurement contribute to some of the Council's Social Value objectives to ensure that the Council delivers valuable services for its tenants and residents in the context of limited resources by seeking to work with organisations who share our values and commitment to the borough, and asking those that want to contract with the council to deliver in a way that creates additional benefits for our residents and communities.

1.17 The multi-lot approach will be utilised for this procurement to ensure efficient, cost effective procurement:

- Lot 1 - Window Protection and Covering
- Lot 2 - Outdoor Equipment Protection and Covering
- Lot 3 - Indoor Equipment Protection and Heuristic Play
- Lot 4 - Indoor Staff and Reception Room Furniture
- Lot 5 - Residential Accommodation Furniture

1.18 It is proposed that all the new term contracts commence on 1st April 2022.

1.19 The estimated total annual spend on Furniture, Fixtures and Fittings for the Council's Early Years Educations Settings and Temporary Residential Accommodation is £155,000 based on current spend across the Council.

1.20 The estimated total contract value across all contracts for the full 4 years, up to 31st March 2026 is £672,000 including 3% uplift in case of price increases during the contract term.

	Estimated 3 years	Estimated 4 Years	Estimated 4 years inc 3% uplift
Lot 1 - Window Protection and Covering	£103,500	£138,000	£142,000
Lot 2 - Outdoor Equipment Protection and Covering	£ 55,050	£ 73,400	£ 75,500
Lot 3 - Indoor Equipment Protection and Heuristic Play	£148,200	£197,600	£203,500
Lot 4 - Indoor Staff and Reception Room Furniture	£ 61,500	£ 82,000	£ 84,000
Lot 5 - Residential Accommodation Furniture	£120,750	£161,000	£167,000
	£489,000	£652,000	£672,000

1.21 There are new hostels, voids units and childcare settings being acquired which will utilise this contract. The actual costs of this contract is not known but will be absorbed within each individual Council services budgets.

1.22 This procurement will ensure that this requirement is met within contract, compliant with the Council Contract Rules and PCR15

2. Proposed Procurement Strategy

2.1 Outline specification of the works, goods or services being procured

2.1.1 Furniture, Fixtures and Fittings such as metal bunk beds, soft furnishing and beds / bedding, storage, window coverings, outdoor early years coverings, storage lockers for staff, shade sails and staff room Furniture, Fixtures and Fittings for settings including installation, removal and storage in order to maintain Health and safety for the residents and children and to minimise the cost of voids due to missing Furniture, Fixtures and Fittings. The multi-lot approach will be utilised for this procurement as below:

- Lot 1 - Window Protection and Covering
- Lot 2 - Outdoor Equipment Protection and Covering
- Lot 3 - Indoor Equipment Protection and Heuristic Play
- Lot 4 - Indoor Staff and Reception Room Furniture
- Lot 5 - Residential Accommodation Furniture

2.2 Estimated Contract Value, including the value of any uplift or extension period

2.2.1 The estimated contract value for all lots over three years is £489,000. The estimated total contract value over the full 4 years of the contract including the options to extend for a year and 3% uplift is £672,000.

	Estimated 3 years	Estimated 4 Years	Estimated 4 years inc 3% uplift
Lot 1 - Window Protection and Covering	£103,500	£138,000	£142,000
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	£489,000	£652,000	£672,000

2.2.2 The contract term is structured as 3 year with the option to extend for one further annual extension period (3+1).

2.2.3 The correct total will depend on requirements of the service users and individual services' budget.

2.2.4 The budget for this service sits with individual service areas and the correct total spend will depend on requirements of the service users and individual services' budget.

2.3 Duration of the contract, including any options for extension

2.3.1 Each lot will be let for three years with an option to extend for one year, giving a total duration of four years from 1st April 2022 to 31st March 2026.

2.4 Is the contract subject to (a) the (EU) Public Contracts Regulations 2015 or (b) Concession Contracts Regulations 2016? If Yes to (a) and contract is for services, are the services for social, health, education or other services subject to the Light Touch Regime?

2.4.1 Yes these contracts are subject to PCR 2015. The contracts are for goods and are not subject to the Light Touch Regime.

2.5 Recommended procurement procedure and reasons for the recommendation

2.5.1 Utilise the open tender procedure following an advertisement in Find a Tender (FTS) <https://www.find-tender.service.gov.uk>, Council's e-tendering portal Bravo, council's website, the BEC and B & D Business Magazine published by the Inclusive Growth team. A notice of the strategy will be included in the next issue of the B & D Business Magazine.

2.5.2 Open Tender Procurement where this procurement will be advertised thus providing opportunity for more local and national suppliers to tender for these contracts thus meeting the Council's social value requirements.

2.5.3 The wider supplier base provides opportunity for competitive advantage, efficient and cost-effective procurement through economies of scale.

2.5.4 The proposal is to use the multi-lot approach as below:

Lot 1 - Window Protection and Covering

Lot 2 - Outdoor Equipment, Protection and Covering

Lot 3 - Indoor Equipment, Protection and Heuristic Play

Lot 4 - Indoor Staff and Reception Room Furniture

Lot 5 - Residential Accommodation Furniture

2.5.5 A supplier must bid for a complete lot. Each lot will be awarded to a single bidder, but suppliers are able to bid for multiple lots. LBBD intends to award a contract to a maximum of 5 suppliers, a maximum of one supplier per lot. The contractor for each lot will be the main contact to source requirements for the furniture, fixtures and fittings for that particular lot for any requirements that are identified after the contract has commenced. If a contractor cannot supply a particular goods/service, depending on the lot, the contractor will be offered the opportunity to source the product/service as part of the contract. If the contractor is still unable to provide the product/service and unless only that contractor was awarded contracts for all the five lots, then the Council, will offer the opportunity to the contractors on the other lots. If all the contractors are still unable to fulfil the Council's requirement for the particular goods/service, the Council will source the requirement elsewhere as a one-off procurement. LBBD will provide a detailed specification which will include all the contract requirements including but not limited to KPIs, delivery timescales, minimum quality standards.

- 2.5.6 Suppliers will be assessed based on particular requirements including their economic and financial standing, health and safety standards, technical capability, pricing, as well as a qualitative assessment on a range of criteria relevant to the contracts which will include qualitative assessment of selected range of product samples as detailed in the tender documents issued to suppliers. All goods will be required to meet, as a minimum, UK standards.

Outline Procurement Timetable:

Procurement Strategy Report to Procurement Sub Board	June 2021
Procurement Strategy Report to Procurement Board	June 2021
Procurement Strategy Report to Cabinet	July 2021
Submit Find a Tender (FTS) notice	July 2021
Project live on Bravo	August 2021
Tenders returned and evaluation	September 2021
Award Report to Procurement Board	November 2021
Alcatel ends	December 2021
Implementation	January 2022
Contract Commencement	1 st April 2022

2.6 The contract delivery methodology and documentation to be adopted

- 2.6.1 The contracts will be let using the Council's standard Terms and Conditions, which are appropriate for use for the supply Furniture, Fixtures and Fittings.
- 2.6.2 The Council will provide the contractor with a detailed specification to include clear outcomes and supporting performance indicators. This will detail the contract management methodology to be adopted by the contractor throughout the contracts term.
- 2.6.3 The contracts will work on a "call off" basis for a number of Departments within the Council, including but not limited to; People and Resilience, Community Solutions. This will ensure delivery of furniture fixtures and fittings across the different locations of LBBB services and accommodation. Purchase orders including blanket orders will be issued to the contractors before the goods or services are delivered for the agreed prices and within agreed timescales as detailed in LBBB's terms and conditions. LBBB intends to agree contract prices for this contract for the duration of the contract period but provisions have been made to cover any potential prices increases which will be agreed by both parties before being applied.
- 2.6.4 The contracts will not commit the Council to guaranteed volumes and payments to the Contractors but will ensure continued supply of important goods during the contract term.
- 2.6.5 The successful contractors will be required to maintain a full electronic set of information on the goods provided to the Council. This data will be accessible to

LBBB officers in the form of Management Information when requested. Selection is not only on price.

2.7 Outcomes, savings and efficiencies expected as a consequence of awarding the proposed contract

2.7.1 This procurement will provide the Council with a cost effective and high-quality service through leveraging economies of scale by regularly reviewing the range of products purchased.

2.7.2 This procurement will provide cost savings on Furniture, Fixtures and Fittings requirement for the hostels and early years' service as all requirements will be captured in the contracts and will be purchased from the contracts.

2.7.3 This Procurement will offer opportunities for local suppliers to provide high quality, cost effective services to the London Borough of Barking and Dagenham.

2.8 Criteria against which the tenderers are to be selected and contract is to be awarded

2.8.1 The contracts will be awarded through a scoring matrix based on 50% price and 40% quality of which 10% is social value. The process will include full quality testing of the proposed goods and an e-auction to ensure competitive pricing is achieved.

2.8.2 The quality of products procured under these contracts will adhere to all Health and Safety requirements and be fit for purpose.

2.8.3 The Council will provide the contractors with a detailed specification which will be used throughout each contracts term.

2.9 How the procurement will address and implement the Council's Social Value policies

2.9.1 Social Value forms 10% of evaluation criteria for procurement. It will enable sustainable procurement, by engaging with local and regional suppliers to promote the local economy and taking account of the social and environmental impact of spending decisions.

2.9.2 The Council, along with its policies, is committed to ensuring that services are delivered in a way that protects the quality of the environment and minimises any adverse impact on community well-being.

2.9.3 The Council plans to approach competition positively, taking full account of the opportunities for innovation and genuine partnerships which are available from working with others in the public, private and voluntary sectors.

2.9.4 The below social value themes are the main areas of social value that this contract aims to meet however any additional proposals initiated by bidding contractors will be welcomed. Each Lot of this procurement will aim to deliver on a specific Social Value theme.

Investment in local people: tackling unemployment and low pay by promoting payment of the London Living Wage, securing quality employment, work experience and apprenticeship opportunities. An example social value initiative in this area may include:

- Paying and promoting the London Living Wage.
- Providing sustainable (26 weeks+) employment opportunities for LBBD residents.
- Providing quality apprenticeships with clear wage and employment gains for LBBD residents – with a focus wherever possible on apprenticeships at or progressing to Level 3 and above.
- Providing work experience and careers support for borough residents.
- Providing work-related learning opportunities for the borough's schools, such as work experience, insight visits, careers talks, mock interview days and enterprise advisers
- Advertising all local employment and apprenticeship vacancies through the council's job brokerage services, and working with the existing local education and training system to deliver training and careers activities wherever possible.

Investment in the local economy: supporting local job creation by sourcing goods and services from organisations with premises/operations based in the borough and supporting initiatives to build the capacity of local suppliers. Ensuring that the contractor pays its staff the London Living Wage as well as any legislative increase throughout the term of the contract. This is particularly important given that Barking & Dagenham has some of the lowest median wages in the capital. An example social value initiative in this area may include:

- Buying goods and services from organisations based in Barking and Dagenham wherever possible - supporting our goal for at least 25% of council goods and services to be sourced from local suppliers.
- Building the capacity of local suppliers to access procurement opportunities, such as through mentoring and meet the buyer events.

Environmental sustainability: reducing waste and single-use plastics, promoting recycling and sustainable energy, supporting local growing initiatives and other activities to improve the local environment and air quality. This social value theme supports the Council's waste reduction strategy to achieve a clean, green, and sustainable borough by taking active steps to recycle and reduce waste. An example social value initiative in this area may include:

- Reducing the amount of waste and single-use plastic and seeking opportunities to recycle wherever possible.
- Supporting LBBD's target to reduce carbon emissions by taking concrete steps to minimise energy consumption and consider the environmental performance of the wider supply chain.
- Supporting initiatives to improve the local environment such as through local growing schemes and measures to address air pollution and fly-tipping.

2.10 **Contract Management methodology to be adopted**

- 2.10.1 The Council will provide the contractors with a detailed specification which will detail the contracts management methodology to be adopted by the contractors throughout the contracts term. A named contract manager will lead the process supported by others from within the other main services utilising this contract.

3. **Options Appraisal**

3.1 **Option 1 – Do Nothing**

This option was considered and rejected. This option is not viable as the value associated with this service requires that a full tender exercise must be carried out for the spend to be compliant with the Councils Contract Rules and Public Contracts Regulations 2015.

3.2 **Option 2 – Continue with existing arrangements**

This option was considered and rejected as the value associated with this service requires that a full tender exercise must be carried out for the spend to be compliant with the Councils Contract Rules and Public Contracts Regulations 2015

3.3 **Option 3 – Utilise a Framework agreement**

This option was considered and rejected. This option does not provide opportunities for local and national suppliers to participate. This option also does not provide the Council the opportunity to meet some of its Corporate Plan and Social Value objectives

3.4 **Option 4 - Open tender (Recommended)**

This option was recommended as it requires the procurement to be advertised thus providing opportunity for more potential suppliers locally and nationwide to tender for these contracts thus meeting the Council's social value requirements. The wider supplier base provides opportunity for efficient and cost-effective procurement through economies of scale. An open procurement will also provide the opportunity for our incumbent suppliers to tender for the contracts. This option provides competitive advantage as it is open to more suppliers locally and nationally to compete.

4. **Waiver**

- 4.1 Not applicable.

5 **Consultation**

- 5.1 The report will be presented for consideration and approval at the Procurement Sub-group and Procurement Board in June 2021.
- 5.2 The Commissioning Director for Education and Strategic Director of Community Solutions were consulted in January and May 2021. The report was presented to the Cabinet Member and Portfolio Holder for Educational Attainment and School Improvement in June 2021.

6. Corporate Procurement

Implications completed by: Francis Parker – Senior Procurement Manager

- 6.1 The proposed open route is suitable for this procurement and compliant with the Councils contract rules and the PCR 2015.
- 6.2 A single procurement with multi-lot contracts is a sensible contractual method for the various services detailed within this report.
- 6.3 This procurement is likely to yield the best value for money solution.

7. Financial Implications

Implications completed by: Nurul Alom and Florence Fadahunsi, Finance Business Partners

- 7.1 Finance supports the recommendation above. An open procurement provides opportunity for efficient and cost-effective procurement through economies of scale. The contract cost for the period 1st April 2022 to 31st March 2025 for Temporary Residential Accommodation Fixtures & Fittings will be contained within the Community Solutions budget and any overspill will be contained within the outturn forecast.
- 7.2 The purchase of the of Furniture, Fixtures and Fittings for Early Years Educations will partly be funded by the Early years department from cost centre F17000. Provision has already been made in the early years budget for this procurement.
- 7.3 This waiver covers the provision of furniture, fixtures, and fittings for void properties with a view of accommodating care leavers. This opportunity is not only cost effective and efficient, but it will improve the pace of housing the young people. Budget has been earmarked for this procurement in the Corporate Parenting budget F15640.

8. Legal Implications

Implications completed by: Kayleigh Eaton, Senior Contracts and Procurement Solicitor, Law & Governance

- 8.1 This report is seeking approval to tender a four-year multi lot contract on a 3+1 basis for the provision of furniture, fixtures and fittings for Early Years Educations Settings and Temporary Residential Accommodation in the Borough from 1st April 2022.
- 8.2 It is anticipated that the estimated value of the contract across all Lots will be in excess of the threshold for goods under the Public Contracts Regulations 2015 (the Regulations) and therefore a competitive tendering process will be required, which will be subject to the full application of the Regulations.
- 8.3 Contract Rule 28.8 of the Council's Contract Rules requires that all procurements above £500,000 in value must be submitted to Cabinet for approval.

8.4 In line with Contract Rule 50.15, Cabinet can indicate whether it is content for the Chief Officer to award the contract following the procurement process with the approval of Corporate Finance.

8.5 The procurement procedure anticipated by this report would appear to be following a compliant tender exercise and Legal Services will be available to assist and advise upon further instruction.

9. Other Implications

9.1 Risk and Risk Management

Risk - No formal contract means the Council will not be able provide its Furniture, Fixtures and Fittings within a controlled spending thus creating potential risk of overspending Furniture, Fixtures and Fittings across all Council divisions due to maverick buying and unagreed prices on non-contractual Furniture, Fixtures and Fittings.

Risk Management - The proposal to retender gives the Council an opportunity to work with new suppliers who work with the Council's to deliver the Council's requirements for Furniture, Fixtures and Fittings

The contracts will provide a strict performance monitoring which all providers will be required to adhere to in order to ensure that the right quality of products, the correct agreed costs of Furniture, Fixtures and Fittings products ordered is delivered on time thus reducing the issues of unapproved products and unagreed prices.

The contracts will help the Council to forecast and budget for its Furniture, Fixtures and Fittings provision and associated costs as full auditable data will be available to all divisions to monitor their Furniture, Fixtures and Fittings.

The Terms and Conditions will set out the operations of the Contracts and ensure all parties meet their contractual obligations.

9.2 **Corporate Policy and Equality Impact** - Furniture, Fixtures and Fittings are provided for the Council's Early Years Educations Settings and Temporary Residential Accommodation in order to maintain a well-being, healthy and safe environment and accommodation for the Councils youngest and vulnerable population.

This procurement sets out the route to market that will meet the Councils social value requirements, achieve economic advantage through economies of scale, provide options for competitions from suppliers locally and nationally and provide opportunities for efficient, cost effective procurement.

This procurement is fully inclusive and will provide opportunities for the Local Businesses to participate in this procurement to provide a service that meets the needs of some of the Council's youngest population and vulnerable groups. An Equalities Impact Assessments has been carried out (Appendix 1) and will be used to inform the development of the evaluation criteria that delivers on Equalities & Diversities and Inclusion as part of this tender.

It is also business critical that council services have access these Furniture, Fixtures and Fittings and white goods as detailed in this report.

This procurement sets out the route to market that will meet the Councils social value requirements, achieve economic advantage through economies of scale, provide options for competitions from suppliers locally and nationally and provide opportunities for efficient, cost effective procurement.

This procurement will also contribute to LBBD achieving the UK Government's 25 Year Environment Plan and Greening Government Commitments which includes but not limited to:

Waste Minimisation – the Council will work with Contractors to minimise waste by reusing and recycling materials where possible to minimise the impact on the environment.

Sustainable Procurement – this Council will work with Contractors in waste management to reduce waste and develop sustainable ways of achieving zero waste to landfill.

9.3 **Safeguarding Adults and Children** - The Council has a legal and statutory obligation to provide the necessary equipment and services to support all its vulnerable residents as guided by these legislations:

- Children Act 1989 & 2004
- Children (Leaving Care) Act 2000
- Statutory Guidance on Securing Sufficient Accommodation for Looked After Children 2010
- Guidance on the Provision of Accommodation for 16 & 17-year-old young people who be homeless and/or require accommodation 2010
- Housing Act 1996
- Homelessness Reduction Act 2017
- Childcare Act 2006

The Council must also satisfy its own due diligence to ensure the well-being of all its vulnerable residents.

9.4 **Health Issues** - The Council has a duty of care, legal and statutory obligation to provide its youngest and vulnerable population with the necessary, good quality Furniture, Fixtures and Fittings in order to maintain a well-being, healthy and safe environment and accommodation. The Furniture, Fixtures and Fittings under this contract will be fit for purpose and adhere to all Health and Safety requirements and will be what staff will be recommended and approved to purchase.

Public Background Papers Used in the Preparation of the Report: None

List of appendices:

- **Appendix 1** – Equalities Impact Assessment