



BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH

TELEPHONE: 020 8464 3333

CONTACT: Steve Wood  
[stephen.wood@bromley.gov.uk](mailto:stephen.wood@bromley.gov.uk)

DIRECT LINE: 0208313 4316

FAX: 020 8290 0608

DATE: 25 March 2019

To: Members of the  
**CONTRACTS AND COMMISSIONING SUB-COMMITTEE**

Councillor Stephen Wells (Chairman)  
Councillor Neil Reddin FCCA (Vice-Chairman)  
Councillors Christopher Marlow, Russell Mellor, Gary Stevens, Michael Tickner and  
Angela Wilkins

A meeting of the Contracts and Commissioning Sub-Committee will be held at  
Bromley Civic Centre on **TUESDAY 2 APRIL 2019 AT 7.00 PM**

MARK BOWEN  
Director of Corporate Services

*Copies of the documents referred to below can be obtained from*  
<http://cds.bromley.gov.uk/>

### **AGENDA**

- 1 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**
- 2 DECLARATIONS OF INTEREST**
- 3 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC ATTENDING THE MEETING**  
In accordance with the Council's Constitution, questions to the Chairman of this Sub-Committee must be received in writing 4 working days before the date of the meeting. Therefore please ensure questions are received by the Democratic Services Team by 5pm on 27<sup>th</sup> March 2019.
- 4 PART 1 MINUTES OF THE MEETING OF THE CONTRACTS SUB-COMMITTEE HELD ON 15TH JANUARY 2019 (Pages 1 - 6)**
- 5 MATTERS ARISING (Pages 7 - 10)**
- 6 UPDATE ON THE TRANSFORMATION BOARD**
- 7 UPDATE FROM COMMUNITY LINKS**

- 8 **UPDATE ON THE LEVEL AND TYPE OF DATA AND INFORMATION ACCESSIBLE FROM THE CONTRACTS DATABASE**
- 9 **CONTRACTS REGISTER UPDATE REPORT AND CONTRACTS DATABASE EXTRACT--PART 1** (Pages 11 - 22)
- 10 **WORK PROGRAMME** (Pages 23 - 28)
- 11 **LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000**

The Chairman to move that the Press and public be excluded during consideration of the items of business listed below as it is likely in view of the nature of the business to be transacted or the nature of the proceedings that if members of the Press and public were present there would be disclosure to them of exempt information.

**Items of Business**

**Schedule 12A Description**

- |    |   |   |
|----|---|---|
| 12 | <b>CONTRACTS REGISTER REPORT AND CONTRACTS DATABASE EXTRACT--PART 2</b><br>(Pages 29 - 56)                | Information which is likely to reveal the identity of an individual.  |
| 13 | <b>EXEMPT MINUTES OF THE MEETING OF CONTRACTS SUB-COMMITTEE HELD ON 15TH JANUARY 2019</b> (Pages 57 - 62) | Information relating to the financial or business affairs of any particular person (including the authority holding that information) |

## **CONTRACTS AND COMMISSIONING SUB-COMMITTEE**

Minutes of the meeting held at 7.00 pm on 15 January 2019

### **Present:**

Councillor Stephen Wells (Chairman)  
Councillor Neil Reddin FCCA (Vice-Chairman)  
Christopher Marlow, Gary Stevens, Michael Tickner and  
Angela Wilkins

### **Also Present:**

Colin Brand, Laurence Downes, Councillor Ian Dunn and Joanne  
Stowell

## **49 APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTE MEMBERS**

Apologies were received from the Interim Chief Executive and Executive Director of Education, Care and Health (Ade Adetosoye, OBE). Apologies were also received from the Head of Performance and Projects, Commissioning and Procurement (Emma Pearce).

The Chairman noted that the former Director of Commissioning had now left the Council. He said that he was saddened by her departure, and praised the excellent work that she had previously undertaken.

The Chairman was disappointed that the Interim Chief Executive was not able to attend and he asked that a formal invitation be sent out to him, inviting him to attend the next meeting.

## **50 DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **51 MINUTES OF THE MEETING OF THE CONTRACTS and COMMISSIONING SUB-COMMITTEE HELD ON 11th DECEMBER 2018--EXCLUDING EXEMPT INFORMATION**

It was resolved that the Part 1 minutes of the meeting held on 11<sup>th</sup> December 2018, be agreed and signed as a correct record.

The Chairman stated that he wanted the Chairmen of PDS Committees to report back to the Executive, Resources and Contracts PDS Committee--highlighting which contracts they had examined as part of Annual Monitoring requirements. He suggested that the Chairman of the ER&C PDS Committee send out a memo to

this effect. The Assistant Director for Governance and Contracts (Laurence Downes) commented that the Annual Monitoring requirement could, in many cases, be incorporated into existing planned reports (e.g. Gateway reports).

A Member said that she would not wish to create more work. She would be happy if a large spreadsheet could be provided for the key contracts to highlight key stages in the contract process. The Assistant Director replied that the Commissioning Work Plan could be adapted to reflect this.

A Member stated that he did not support the proposal as it would be creating extra work for officers and the ER&C PDS Committee. He was opposed to the idea of PDS Chairs being scrutinised.

It was decided that it would not be unreasonable to ask the ER&C PDS Chairman to consider the proposal and then he could decide for himself whether or not he would like to take the matter any further.

**RESOLVED that the minutes be agreed and signed as a correct record and that the suggestion be made to the Chairman of the ER&C PDS Committee, that he considers the proposal relating to the Chairmen of PDS Committees reporting back to the ER&C PDS Committee concerning which contract monitoring reports they had examined**

## **52 QUESTIONS FROM COUNCILLORS AND MEMBERS OF THE PUBLIC**

No questions had been received.

## **53 MATTERS ARISING**

### **CSD 19016**

A Member was concerned to note that no toilet facilities were being provided at the Central Library. He asked if the provision of toilet facilities had been incorporated into the new library contract with GLL. The Director of Regeneration, (Colin Brand) stated that it was not a requirement of the GLL contract to provide toilet facilities to the general public. This service was only provided to service users that hired rooms on the third floor. It was not a failure in the contract. However, the new libraries at Biggin Hill and Orpington did provide toilet facilities for the public. Several Members expressed disappointment that no public toilet provision existed at the central library.

It was noted that the central library did provide a list of community toilets. A Member suggested that any further discussion regarding libraries/toilets should be undertaken by the Environment PDS Committee.

**RESOLVED that the Matters Arising report is noted.**

**54 VERBAL UPDATE REGARDING LBB BUILDING ITS OWN MORTUARY**

The Assistant Director of Public Protection (Joanne Stowell) updated Members on all matters relating to the Mortuary Contract in the Part 2 section of the meeting as some of the issues discussed were deemed to be commercially sensitive.

**55 UPDATE REGARDING THE NEW TRANSFORMATION BOARD-- INCLUDING TERMS OF REFERENCE**

The Interim Chief Executive and the Executive Director of Education, Care and Health (Mr Adetosoye) was not able to attend the meeting to provide an update concerning the Transformation Board and the Transformation Programme.

Mr Adetosoye had provided written responses to questions that had been asked by the Chairman. The questions and responses were tabled to the Committee at the meeting. The Chairman inferred from one of the responses that the Commissioning Board would resume meeting at some point. It was noted that the 'Transformation Board' had been referred to as an 'officer group' and the Chairman wondered if there would be any Member involvement in the Board in the future. He looked forward to the Interim Chief Executive and the Executive Director of Education, Care and Health providing clarification regarding this at the April meeting.

The Committee had been provided with the following documents:

1. Transformation Programme—2018/19—2022/23
2. Transformation Programme Project Initiation Document and Terms of Reference—Draft V1.8
3. Reporting Schedule of the Transformation Board Delivery Groups

The Committee was informed that the Commissioning Board had ceased to operate from 29<sup>th</sup> October 2018. The Chairman had been informed that the Transformation Board had already started meeting and he wondered when this had commenced. The Chairman was concerned that reports and service redesigns may not have been looked at during the period when the Commissioning Board was not meeting.

The Assistant Director assured that Contract Procedure Rules were still being applied and monitored. Reports concerning contract actions that would have normally gone to the Commissioning Board were still being reviewed through the Assistant Director. Reports regarding service re-design were expected to be managed through the Transformation Board in the future.

Some Members felt that it was too early at this point for the Contracts and

Commissioning Sub Committee to be attempting to assess and scrutinise the progress made by the Transformation Board. The Chairman stated that he was anxious that Members should retain the ability for engagement, and to have a say in which services were delivered going forward. A Member said that the role of the Contracts and Commissioning Sub Committee would come in later, after the Transformation Project work had been commenced. The Chairman pondered over the matter of when it would be appropriate for the Contracts and Commissioning Sub Committee to become involved.

The Chairman asked one of the Members if he thought the Transformation Programme was aggressive enough. The Member responded that it did look like it was aggressive enough, but ultimately it would depend on what was delivered. The six Board Delivery Group reports would involve much work. He hoped that the respective work plans would be aggressive.

On examination of the six Board Delivery Group reports, a Member stated that in his view, the report on Statutory Services should be drafted first. The Assistant Director suggested that the timescale of Housing Services reflected that a Project Board was already in place and in progress.

The Vice Chairman asserted that in his view the Commissioning Board had been demoted and he hoped that the effect of this would not be too damaging. The Chairman stated that it was a shame that the Commissioning Board had been suspended; he felt that it provided an invaluable role in looking at reports in detail, as well as providing support to officers. The Commissioning Board was also very effective in driving issues forward.

Members asked questions about the reporting schedule and asked what the Board Delivery Groups would be reporting on to the Transformation Board. A Member also queried what was meant by 'Report to Group'. This seemed to indicate that a report would be made directly to the Conservative Group, and the Labour Member that had raised the issue stated that if this was indeed the case then it was not satisfactory.

The Vice Chairman commented that in his view the schedule was an aggressive one. A Member felt that a report should be presented to Members so that they could provide feedback and input into the transformation process for each delivery group.

**RESOLVED that:**

**1) The Interim Chief Executive clarify when the Transformation Board had started to meet and that he be invited to attend the next meeting of the Committee to provide an update on the Transformation Programme and answer any questions that Members may have.**

## **56 WORK PROGRAMME**

Members noted the Work Programme report.

**RESOLVED that the Work Programme report is noted.**

**57 DATE OF THE NEXT MEETING**

The date of the next meeting was confirmed as April 2<sup>nd</sup> 2019.

**58 LOCAL GOVERNMENT ACT 1972 AS AMENDED BY THE LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006 AND THE FREEDOM OF INFORMATION ACT 2000**

**59 VERBAL UPDATE ON NEGOTIATIONS REGARDING THE MORTUARY CONTRACT**

The update on negotiations regarding the mortuary contract were noted in the Part 2 minutes.

**60 SCRUTINY OF REPORT ON LEASE CARS AND LIGHT COMMERCIAL VEHICLES**

The update on this is provided in the Part 2 section of the minutes.

**61 EXEMPT MINUTES OF THE MEETING OF CONTRACTS SUB-COMMITTEE HELD ON 11th DECEMBER 2018**

The Part 2 minutes were agreed and signed as a correct record.

The meeting ended at 9.30 pm

Chairman

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Report No:  
CSD 19063

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**      **Contracts and Commissioning Sub Committee**

**Date:**                      **2<sup>nd</sup> April 2019**

**Decision Type:**      Non Urgent                      Non Executive                      Non Key

**Title:**                      **MATTERS ARISING**

**Contact Officer:**      Steve Wood, Democratic Services Officer  
Tel: 020 8313 4316      E-mail: [stephen.wood@bromley.gov.uk](mailto:stephen.wood@bromley.gov.uk)

**Chief Officer:**              Mark Bowen, Director of Corporate Services

**Ward:**                      N/A

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1.    Reason for report

1.1   **Appendix A** updates Members on matters arising from previous meetings.

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**2.    RECOMMENDATION**

2.1   The Committee is asked to review progress on matters arising from previous meetings.

<b>Non-Applicable Sections:</b>	N/A
Background Documents: (Access via Contact Officer)	Previous Minutes and Matters Arising Reports.

## Corporate Policy

1. Policy Status: Existing Policy
  2. BBB Priority: Excellent Council and Sustaining Financial Independence and Sustainability.
- 

## Financial

1. Cost of proposal: No Cost
  2. Ongoing costs: Not Applicable
  3. Budget head/performance centre: Democratic Services
  4. Total current budget for this head: £343,810
  5. Source of funding: 2018/19 revenue budget
- 

## Staff

1. Number of staff (current and additional): 8 posts (6.79fte)
  2. If from existing staff resources, number of staff hours: Completion of "Matters Arising" Reports for PP&S PDS meetings can take up to a few hours per meeting.
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## Legal

1. Legal Requirement: Legal guidance has been provided with respect to the matter of Consultants functioning in the role of Bromley Officers.
  2. Call-in: Not Applicable
- 

## Customer Impact

1. Estimated number of users/beneficiaries (current and projected): This report is intended primarily for Members of the Contracts Sub Committee.
- 

## Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A
2. Summary of Ward Councillors comments: N/A

<u>Minute Number/Title</u>	<u>Matters Arising</u>	<u>Update</u>
<b>Minute 39</b> <b>11<sup>th</sup> December</b> <b>2018</b>  <b>Contract Register and Database Update</b>	It was requested that for the April meeting, an update is provided concerning the level and type of data and information that can be accessed and downloaded from the contracts database.	The Assistant Director for Governance and Contracts will provide a verbal update regarding this at the meeting.
<b>Minute 42</b> <b>11th December</b> <b>2018</b>  <b>Mental Health Contract</b>	It was resolved that a paper concerning lessons learnt from the problems with the Mental Health Contract be drafted for information and reference, and that a copy be provided to the Director of Adult Social Care.	The paper has been drafted and emailed to the Committee. A copy was provided to the former Director of ASC as requested.
<b>Minute 51</b> <b>15<sup>th</sup> Jan 2019</b>  <b>Minutes of the meeting held on 11<sup>th</sup> December 2018</b>	It was resolved that the suggestion be made to the Chairman of the ER&C PDS Committee, that he considers the possibility of the Chairmen of PDS Committees reporting back to ER&C PDS concerning which contract monitoring reports they had examined.	The Chairman will provide an update on this at the meeting.
<b>Minute 55</b> <b>15th Jan 2019</b>  <b>Update on the Transformation Board and its ToR</b>	It was resolved that the Interim Chief Executive clarify when the Transformation Board had started to meet, and that he be invited to attend the next meeting of the Committee to provide an update on the Transformation Programme.	The Chief executive has been invited to attend the meeting.

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Report No.  
CEO18007

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**           **COMMISSIONING AND CONTRACTS SUB-COMMITTEE**

**Date:**                       **2<sup>nd</sup> April 2019**

**Decision Type:**       Non-Urgent                       Non-Executive                       Non-Key

**Title:**                     **Corporate Contract Register & Contract Database Update**

**Contact Officer:**       Emma Pearce Head of Performance and Corporate Projects  
Tel: 0208 313 4480 Email: [emma.pearce@bromley.gov.uk](mailto:emma.pearce@bromley.gov.uk)

**Chief Officer:**        Laurence Downes, Assistant Director of Governance and Contracts  
Tel: 020 8313 4805 E-mail: [laurence.downes@bromley.gov.uk](mailto:laurence.downes@bromley.gov.uk)

**Ward:**                     All Wards

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1. Reason for report

- 1.1 This report presents March 2018 Corporate Contracts Register for consideration.
  - 1.2 Detailed scrutiny of individual contracts is the responsibility of the six PDS Committees but Contracts Sub-Committee takes an overview of the Council's larger value (£200k+) contracts to ensure that commissioning and procurement activity is progressed in a consistent manner.
  - 1.3 The Contracts Register and accompanying report are presented in 'Part 2' of this agenda and includes a commentary on each contract to inform Members of any issues or developments.
- 

**2. RECOMMENDATIONS**

That Commissioning and Contracts Sub-Committee:

- 2.1 Notes that the appended Contract Register forms part of the Council's commitment to data transparency and that the Contract Register presented in Part 2 includes a commentary – elements of which may be commercially sensitive.
- 2.2 Notes the content of this report, including progress regarding the Contract Database.

### Impact on Vulnerable Adults and Children

1. Summary of Impact: The Corporate Contracts Register covers all Council services: both those used by all residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and service delivery rather than this summary register.
- 

### Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: Excellent Council:
- 

### Financial

1. Cost of proposal:
  2. Ongoing costs: - N/A
  3. Budget head/performance centre:
  4. Total current budget for this head:
  5. Source of funding: Existing revenue budget 2018/19
- 

### Personnel

1. Number of staff (current and additional): -
  2. If from existing staff resources, number of staff hours: -
- 

### Legal

1. Legal Requirement: Statutory Requirement:
  2. Call-in: Not Applicable:
- 

### Procurement

1. Summary of Procurement Implications: Improves the Council's approach to contract management
- 

### Customer Impact

1. Estimated number of users/beneficiaries (current and projected): N/A
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A
2. Summary of Ward Councillors comments: N/A


### 3. COMMENTARY

#### Corporate & PDS Contracts Registers

- 3.1 The appended Corporate Contracts Register details key information on the Council's 163 active contracts with a Total Contract Value (TCV) greater than £200k, as of 20<sup>th</sup> March 2019, when the database snap-shot was taken. Each PDS committee meeting will receive an extract from the CBD of its active contracts with a TCV greater than £50k.
- 3.2 The Register is generated from the Contracts Database (CDB), which is administered by Commissioning & Procurement Directorate but populated by the relevant Contract Managers.
- 3.3 As a Commissioning Council, this information is vital to facilitate an accurate, comprehensive and up-to-date understanding of the Council's procurement activity, opportunities and costs.
- 3.4 A full list of the Council's active contracts held on the Contracts Database (irrespective of value) will be uploaded to [Bromley.gov.uk](http://Bromley.gov.uk) immediately following this meeting as part of the Council's ongoing commitment to data transparency.
- 3.5 The next Contracts Register will be agreed with Committee Services.

#### Contract Register Summary

- 3.6 As you will see from the latest Contracts Database Register (attached) as of 20<sup>th</sup> March 2019 the Council had 163 active contracts of which 8 of those Contracts have been flagged for the attention of the Contract Manager.

Item	Category	April 2019
<b>Contracts (&gt;£200k TCV)</b>	<b>All Portfolios</b>	<b>163</b>
<b>Flagged as a concern</b> 	All Portfolios	<b>8</b>
<b>Capital Contracts</b>	All Portfolios	<b>9</b>
Portfolio	Adult Care and Health	70
	Education, Children and Families	23
	Environment and Community Services	18
	Public Protection and Safety	7
	Renewal and Recreation and Housing	9
	Resources Commissioning and Contract Management	36
<b>Total</b>		<b>163</b>
Risk Index	Red	11
	Amber	82
	Yellow	64
	Green	6
<b>Total</b>		<b>163</b>
Procurement Status	Red	59
Procurement Status	Amber	20
Procurement Status	Yellow	40
Procurement Status	Green	44
<b>Total</b>		<b>163</b>
Procurement Status	Imminent	3
<b>Total</b>		<b>3</b>

#### 4. IMPACT ON VULNERABLE ADULTS & CHILDREN

4.1 The Corporate Contracts Register covers all Council services: both those used universally by residents and those specifically directed towards vulnerable adults and children. Addressing the impact of service provision on the vulnerable is a matter for the relevant procurement strategies, contracts, and delivery of specific services rather than this summary register.

#### 5. POLICY IMPLICATIONS

5.1 The Council's renewed ambition is set out in the 2016-18 update to [Building a Better Bromley](#) and the Contracts Database (and Contract Registers) help in delivering the aims (especially in delivering the 'Excellent Council' aim). For an 'Excellent Council', this activity specifically helps by 'ensuring good contract management to ensure value-for-money and quality services'.

#### 6. PROCUREMENT IMPLICATIONS

6.1 Officers are required to update the Database with information on contracts with a TCV greater than £50k (officers may also add contracts with a TCV greater than £5k). The Database helps to ensure that procurement activity is undertaken in a timely manner; that Contract Procedure Rules are followed and that Members can systematically scrutinise procurement activity.

#### 7. FINANCIAL IMPLICATIONS

7.1 The Contracts Database and Contract Registers are not primarily financial tools – the Council has other systems and reports for this purpose such as the Budget Monitoring reports. That said, the CDB and associated Registers do contain financial information, both in terms of contract dates and values and also annual budgets and projected spend.

#### 8. PERSONNEL IMPLICATIONS

8.1 There are no direct personnel implications but the Contracts Database is useful in identifying those officers directly involved in managing the Council's contracts.

#### 9. LEGAL IMPLICATIONS

9.1 There are no direct legal implications but the Contracts Database identifies those contracts which have a statutory basis and also those laws which should be complied with in delivering the contracted services.

9.2 A list of the Council's active contracts may be found on [Bromley.gov.uk](http://Bromley.gov.uk) to aid transparency (this data is updated after each Contracts Sub-Committee meeting).


<b>Non-Applicable Sections:</b>	None
Background Documents: (Access via Contact Officer)	Contracts Register Reports to <a href="#">Contracts Sub-Committee</a> Appendix 1 – Contracts Database Background information



## Appendix 1 Contracts Register Key and Background Information

### Contract Register Key

1.1 A key to understanding the Corporate Contracts Register is set out in the table below.

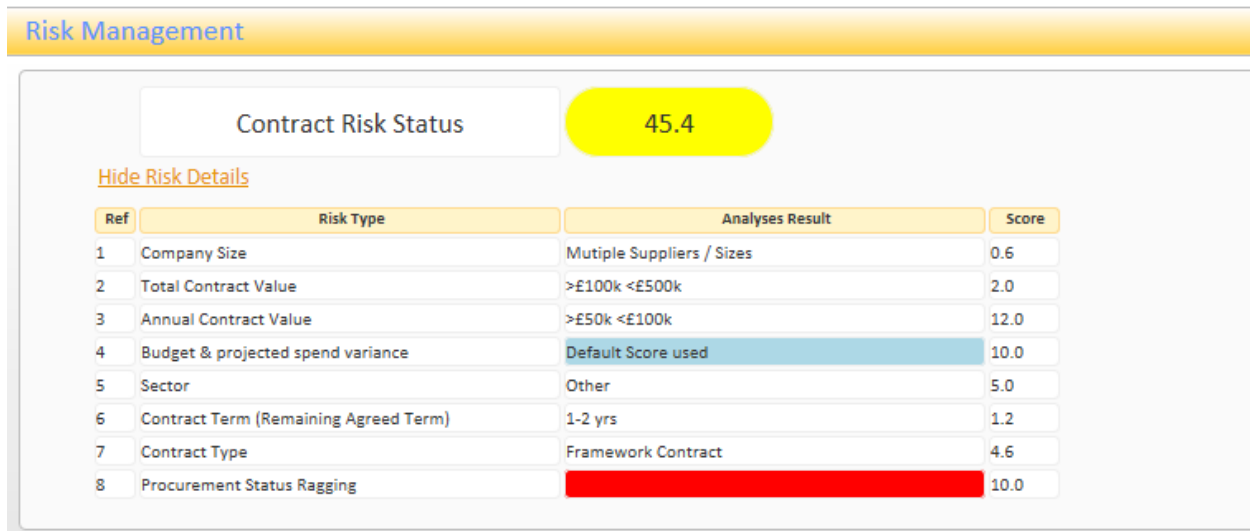
Register Category	Explanation
<b>Risk Index</b>	Colour-ranking system reflecting eight automatically scored and weighted criteria providing a score (out of 100) / colour reflecting the contract's intrinsic risk
<b>Contract ID</b>	Unique reference used in contract authorisations
<b>Owner</b>	Manager/commissioner with day-to-day budgetary / service provision responsibility
<b>Approver</b>	Contract Owner's manager, responsible for approving data quality
<b>Contract Title</b>	Commonly used or formal title of service / contract
<b>Supplier</b>	Main contractor or supplier responsible for service provision
<b>Portfolio</b>	Relevant Portfolio for receiving procurement strategy, contract award, contract monitoring and budget monitoring reports
<b>Total Contract Value</b>	The contract's value from commencement to expiry of formally approved period (excludes any extensions yet to be formally approved)
<b>Original Annual Value</b>	Value of the contract its first year (which may be difference from the annual value in subsequent years, due to start-up costs etc.)
<b>Budget</b>	Approved budget for the current financial year. May be blank due to: finances being reported against another contract; costs being grant-funded, complexity in the finance records e.g. capital (also applies to Projection)
<b>Projection</b>	Expected contract spend by the end of the current financial year
<b>Procurement Status</b>	Automatic ranking system based on contract value and proximity to expiry. This is designed to alert Contract Managers to take procurement action in a timely manner. Red ragging simply means the contract is nearing expiry and is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').
<b>Start &amp; End Dates</b>	Approved contract start date and end date (excluding any extension which has yet to be authorised)
<b>Months duration</b>	Contract term in months
<b>Attention </b>	Red flag indicates that there are potential issues, or that the timescales are tight and it requires close monitoring. (also see C&P Commentary in Part 2)
<b>Commentary</b>	Contract Managers provide a comment – especially where the Risk Index or Procurement Status is ragged red or amber. Commissioning & Procurement Directorate may add an additional comment for Members' consideration <i>The Commentary only appears in the 'Part 2' Contracts Register</i>
<b>Capital</b>	Most of the Council's contracts are revenue-funded. Capital-funded contracts are separately identified (and listed at the foot of the Contracts Register) because different reporting / accounting rules apply

### Contract Register Order

1.2 The Contracts Register is output in Risk Index order. It is then ordered by Procurement Status, Portfolio, and finally Contract Value. Capital contracts appear at the foot of the Register and 'contracts of concern' (to Commissioning & Procurement Directorate) are flagged at the top.

## Risk Index

- 1.3 The Risk Index is designed to focus attention on contracts presenting the most significant risks to the Council. Risk needs to be controlled to an acceptable level (our risk appetite) rather than entirely eliminated and so the issue is how best to assess and mitigate contract risk. Contract risk is assessed (in the CDB) according to eight separate factors and scored and weighted to produce a Risk Index figure (out of 100). These scores are ragged to provide a visual reference.



## Procurement Status

- 1.4 A contract's Procurement Status is a combination of the Total Contract Value (X axis) and number of months to expiry (Y axis). The table below is used to assign a ragging colour. Contracts ragged red, amber or yellow require action – which should be set out in the Commentary. Red ragging simply means the contract is nearing expiry and it is not an implied criticism (indeed, all contracts will ultimately be ragged 'red').

		Procurement / Commissioning Status					
Period	3 months						<div style="display: flex; align-items: center;"> <div style="width: 20px; height: 20px; background-color: red; margin-right: 5px;"></div> Requires an agreed plan  <div style="width: 20px; height: 20px; background-color: yellow; margin-right: 5px;"></div> Develop / test options  <div style="width: 20px; height: 20px; background-color: orange; margin-right: 5px;"></div> Consider options  <div style="width: 20px; height: 20px; background-color: green; margin-right: 5px;"></div> No action required                 </div>
	6 months						
	9 months						
	12 months						
	18 months						
		£5k - £50k	£50k - £100k	£100k - £173k	£173k - £500k	>£500k	
		Total Contract Value					

**Corporate Contract Register - April 2019**

Risk Index	Main Contract Data						Finance Data				Proc. Status	Contract Terms			Attention	Capital
	Contract ID	Owner	Approver	Contract Title	Supplier Name	Portfolio	Total Value	Original Annual Value	Budget	Projection		Start Date	End Date	Months Duration		
●	3789	Allen Herve	Angus Culverwell	<a href="#">Openview Security SolutionS</a>	openview security Solutions Ltd	Environment and Community Services	317,971	248,876			■	01/06/2016	31/05/2019	36	Ⓜ	
●	1375	Paul Chilton	Colin Brand	<a href="#">Depots Security</a>	Manpower Direct UK Ltd	Environment and Community Services	284,927	142,463	157,920	147,591	■	01/04/2017	31/03/2019	24	Ⓜ	
●	221	John Harrison	Stephen John	<a href="#">Learning Disabilities - Supported Living in 5 LD properties</a>	Avenues London	Adult Care and Health	7,035,000	1,367,000	1,474,000	1,474,000	■	12/01/2015	11/01/2020	60	Ⓜ	
●	183	Tricia Wennell	Stephen John	<a href="#">Adults - Single Supplier Framework for Passenger Transport Services - Lot 2 - Adult Passenger Transport Services</a>	Greenwich Service Plus Ltd	Adult Care and Health	6,748,000	1,687,000			■	01/12/2015	31/08/2019	45	Ⓜ	
●	47	Joanne Stowell	Nigel Davies	<a href="#">Mortuary Contract</a>	Princess Royal University Hospital Mortuary via Kings College Hospital NHS Foundation Trust (with LB Bexley)	Public Protection and Safety	429,000	96,000			■	01/10/2014	30/04/2019	55	Ⓜ	
●	13	Paul Chilton	Colin Brand	<a href="#">Vehicle &amp; Plant Maintenance, Repairs &amp; Associated Transport Services</a>	Kent CC (Commercial Trading Services)	Environment and Community Services	1,245,040	134,000	176,000	176,000	■	06/04/2010	05/04/2019	108	Ⓜ	
●	218	John Harrison	Stephen John	<a href="#">Learning Disabilities - Supported Living at Johnson Court</a>	Sanctuary Home Care Ltd	Adult Care and Health	788,333	112,619	343,200	343,200	■	14/01/2013	13/01/2020	84	Ⓜ	
●	252	Tricia Wennell	Stephen John	<a href="#">Physical Disability and Sensory Impairment - Kent Association for the Blind Services for the Blind</a>	Kent Association for the Blind	Adult Care and Health	318,413	105,471			■	01/07/2016	30/09/2019	39	Ⓜ	
●	1395	John Nightingale	Peter Turner	<a href="#">Provision of Exchequer Services (Consolidated Summary)</a>	Liberata UK Ltd	Resources Commissioning and Contract Management	60,523,000	6,029,000			■	01/04/2011	31/03/2020	108		
●	1486	Angela Huggett	Charles Obazuaye	<a href="#">Agency Worker Provision</a>	Adecco	Resources Commissioning and Contract Management	15,000,000	5,000,000	10,051,000	8,688,981	■	22/04/2017	22/04/2020	36		
●	9	John Bosley	Nigel Davies	<a href="#">Waste Disposal</a>	Veolia Environmental Services (UK) PLC	Environment and Community Services	188,000,000	9,193,990	11,343,930	11,343,930	■	24/02/2002	31/03/2019	205		
●	8	Jim Cowan	John Bosley	<a href="#">Waste Collection</a>	Veolia Environmental Services (UK) PLC	Environment and Community Services	128,400,000	6,212,260	6,495,550	6,484,550	■	01/11/2001	31/03/2019	209		
●	1	James Hilsden	John Bosley	<a href="#">Grounds Maintenance</a>	IDVERDE Limited	Environment and Community Services	36,590,000	2,747,368	5,311,570	5,311,570	■	01/01/2008	31/03/2019	135		
●	5	David Hall	John Bosley	<a href="#">Street Environment (Lot 1 - Street Cleansing)</a>	Kier Services Ltd	Environment and Community Services	22,476,552	3,159,642	3,562,340	3,562,340	■	29/03/2012	28/03/2019	84		
●	16	Debi Christie	Jared Nehra	<a href="#">Education - Framework for Passenger Transport Services - Lot 1 - SEN and Non-SEN Children Transport Services</a>	Multiple Suppliers	Education, Children and Families	19,555,000	3,911,000			■	01/09/2015	31/08/2020	60		
●	60	Duncan Bridgewater	Mark Bowen	<a href="#">Exchequer Customer Services &amp; Bromley Knowledge Contract</a>	Liberata UK Ltd	Resources Commissioning and Contract Management	3,788,542	590,422	960,960	914,022	■	01/11/2013	31/03/2020	77		
●	3669	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund - Global Equities - Blackrock</a>	Blackrock	Resources Commissioning and Contract Management	1,991,154	405,012	150,000	150,000	■	20/12/2013	30/06/2019	66		
●	68	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Insurances - Combined Liability</a>	Zurich Municipal	Resources Commissioning and Contract Management	1,733,522	742,938	290,840	306,590	■	18/06/2014	30/04/2019	58		
●	301	John Nightingale	Peter Turner	<a href="#">HR / Payroll Software</a>	Northgate Information Solutions Ltd	Resources Commissioning and Contract Management	639,569	127,000			■	01/07/2014	30/06/2019	60		
●	356	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Insurances - Property (Material Damage and Business Interruption)</a>	Zurich Municipal	Resources Commissioning and Contract Management	498,628	167,442	117,090	112,510	■	01/08/2016	30/04/2019	32		
●	43	Robert Vale	Nigel Davies	<a href="#">CCTV Monitoring</a>	OCS Ltd	Public Protection and Safety	1,515,258	252,652	271,840	271,840	■	01/04/2012	31/03/2019	84		
●	3	Hugh Chapman	John Bosley	<a href="#">Arboricultural Maintenance Contract</a>	Gristwood and Toms Ltd	Environment and Community Services	6,550,740	568,860	1,272,060	1,272,060	■	18/07/2008	31/03/2019	128		
●	4	Toby Smith	John Bosley	<a href="#">Parks Security</a>	Ward Security Limited	Environment and Community Services	4,130,000	413,000	515,850	515,850	■	01/04/2010	31/03/2020	120		
●	7	David Hall	John Bosley	<a href="#">Street Environment (Cleaning of Highway Drainage Infrastructure)</a>	Veolia Environmental Services (UK) PLC	Environment and Community Services	2,057,718	292,708	294,570	240,877	■	29/03/2012	28/03/2019	84		
●	6	David Hall	John Bosley	<a href="#">Street Environment (Lot 2 - Graffiti Removal)</a>	Community Clean	Environment and Community Services	1,711,800	244,360	191,600	141,600	■	29/03/2012	28/03/2019	84		
●	320	Paul Redman	Garry Warner	<a href="#">Highways Engineering Consultancy</a>	AECOM	Environment and Community Services	1,083,333	400,000			■	15/07/2016	31/03/2019	32		
●	1388	John Bosley	Nigel Davies	<a href="#">Coney Hill, Oxted, Surrey Landfill Monitoring Contract</a>	Enitial Ltd	Environment and Community Services	230,833	138,000	160,400	160,400	■	28/07/2017	31/03/2019	20		
●	3684	Debi Christie	Jared Nehra	<a href="#">Parallel Framework for Passenger Transport Services (SEN and Non-SEN Children &amp; Vulnerable persons Transport Services)</a>	Various	Education, Children and Families	19,555,000	3,911,000			■	01/09/2017	31/08/2020	36		

●	190	Sandra Walters	Jared Nehra	<a href="#">Education - Provision of Full Time Education for Permanently Excluded Pupils and Pupils at Risk of Permanent Exclusion</a>	Bromley Educational Trust	Education, Children and Families	8,293,000	1,485,000		■	01/09/2015	31/08/2020	60			
●	317	Debi Christie	Jared Nehra	<a href="#">Education - Top-Up Funding for Burwood Special School Places (Substantive Contract)</a>	Bromley Educational Trust	Education, Children and Families	3,175,500	1,058,500		■	01/09/2016	31/08/2019	36			
●	4835	Debi Christie	Jared Nehra	<a href="#">Further Education for SEND Placements</a>	Multiple Colleges (SEN)	Education, Children and Families	2,677,788	2,677,788		■	01/08/2018	31/07/2019	11			
●	1464	Daniel Manns	Kelly Sylvester	<a href="#">Health - Community Wellbeing Service For Children And Young People</a>	Bromley Y	Education, Children and Families	2,467,636	448,661		■	01/12/2014	31/05/2020	66			
●	276	Shakeela Shourie	Charles Obazuaye	<a href="#">Step Up To Social Work (Provision of PG Diploma in Social Work to Royal Holloway University)</a>	Royal Holloway, University of London	Education, Children and Families	552,674	153,972		■	29/06/2015	29/04/2019	46			
●	2603	Rachel Dunley	Janet Bailey	<a href="#">Domestic Violence and VAWG Service</a>	Bromley and Croydon Women's Aid	Education, Children and Families	516,000	158,000		■	01/06/2017	31/03/2020	34			
●	3741	Sandra Walters	Jared Nehra	<a href="#">Education - Health Needs Child Specific Funding in Schools 2018/19</a>	Multiple Mainstream Schools and Academies	Education, Children and Families	214,950	214,950	214,950	214,950	■	01/04/2018	31/03/2019	11		
●	343	Rachel Dunley	Janet Bailey	<a href="#">Children's Cleaning Service for Children &amp; Family Centres &amp; Nurseries</a>	Lodestar Cleaning Contracts Ltd	Education, Children and Families	203,839	60,820	68,280	77,118	■	01/08/2016	31/07/2019	36		
●	226	Stephen John	Gillian Palmer	<a href="#">Mental Health - Flexible Support</a>	Heritage Care LTD	Adult Care and Health	3,231,260	465,452	409,000	409,000	■	01/10/2012	30/09/2019	84		
●	222	Colin Lusted	Stephen John	<a href="#">Learning Disabilities - Supported Living Scheme 1 (3 Properties)</a>	Certitude Support	Adult Care and Health	3,190,617	797,654	780,400	780,400	■	25/04/2016	24/04/2020	48		
●	2592	John Harrison	Stephen John	<a href="#">Learning Disabilities - Supported Living, 4 Schemes (109 &amp; 111 Masons Hill, 18 &amp; 19 Century Way)</a>	Care Management Group Ltd	Adult Care and Health	2,894,652	964,884	1,057,500	1,057,500	■	01/07/2017	30/06/2020	36		
●	270	Naheed Chaudhry	Gillian Palmer	<a href="#">Software Licence - Social Care Information System (Care First)</a>	OLM Systems Ltd	Adult Care and Health	2,324,117	169,033			■	06/05/2006	31/03/2019	155		
●	305	Tricia Wennell	Stephen John	<a href="#">Older People - Dementia Post-Diagnosis Support Services</a>	Bromley and Lewisham Mind Ltd	Adult Care and Health	1,804,112	451,028	451,030	451,030	■	01/07/2016	30/06/2020	48		
●	1442	Stephen John	Gillian Palmer	<a href="#">Adults - Direct Payments Support &amp; Payroll Service</a>	Vibrance	Adult Care and Health	512,062	170,687	187,450	177,450	■	01/04/2017	31/03/2020	36		
●	1402	Jim Kehoe	Jim Kehoe	<a href="#">Idox Document Management System and UNiform Property Software</a>	Idox Software Ltd	Renewal and Recreation and Housing	745,512				■	01/04/1997	31/03/2020	276		
●	42	Robert Vale	Nigel Davies	<a href="#">CCTV Repair and Maintenance</a>	Eurovia Infrastructure Ltd	Public Protection and Safety	257,108	42,852			■	01/04/2012	31/03/2019	84		
●	14	Paul Chilton	Colin Brand	<a href="#">Supply of Contract Hire (Lease) cars</a>	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	1,630,000	544,000	500,490	500,490	■	16/05/2015	15/05/2019	48		
●	11	Paul Chilton	Colin Brand	<a href="#">Council Fleet Hire</a>	Crown Commercial Suppliers (CCS): Vehicle Lease Framework	Environment and Community Services	213,035	70,950	35,549	35,549	■	06/11/2015	15/05/2019	42		
●	3742	Sandra Walters	Jared Nehra	<a href="#">Education - Inclusion Support (SIPS) to Multiple Pre-schools and Nursery Settings 2018/19</a>	Multiple Pre-schools and Maintained Nurseries	Education, Children and Families	225,700	225,700	321,240	321,240	■	01/04/2018	31/03/2019	11		
●	125	Lydia Bennett	Janet Bailey	<a href="#">Children's - Family Group Conference</a>	Daybreak Family Group Conferences	Education, Children and Families	224,901	74,967			■	01/04/2016	31/03/2019	36		
●	1467	Tricia Wennell	Stephen John	<a href="#">Older People - Dementia Respite at Home Services</a>	Bromley and Lewisham Mind Ltd	Adult Care and Health	535,275	178,425			■	01/04/2017	31/03/2020	36		
●	196	Philip Dodd	Lynnette Chamielec	<a href="#">Housing - Block Booking Arrangements for 15 Lewes Road</a>	JFD Developments Ltd	Adult Care and Health	229,950	65,700	65,700	65,700	■	01/10/2015	31/03/2019	42		
●	1444	Andrew Champion	Colin Brand	<a href="#">Mail Services</a>	Royal Mail	Resources Commissioning and Contract Management	414,500	229,000			■	01/03/2017	15/09/2019	30		
●	49	Michael Watkins	Colin Brand	<a href="#">Gas Tripartite Agreement (POSO)</a>	Kent CC - Commercial Services Limited	Resources Commissioning and Contract Management	2,288,311	501,780			■	01/10/2012	30/09/2020	96		
●	78	Angela Huggett	Charles Obazuaye	<a href="#">HR Advertising &amp; Communications</a>	Penna PLC	Resources Commissioning and Contract Management	400,000	100,000	29,740	55,000	■	27/09/2016	03/07/2020	45		
●	3739	Vinit Shukle	Mark Bowen	<a href="#">Public Service Network Internet Connection</a>	London Grid For Learning Trust	Resources Commissioning and Contract Management	314,990	62,998	54,970	54,970	■	01/04/2015	31/03/2020	60		
●	1445	Tammy Eglinton	Charles Obazuaye	<a href="#">Occupational Health Services and Employee Assistance Programme (EAP)</a>	Medigold Health Consultancy Ltd	Resources Commissioning and Contract Management	210,000	210,000	63,100	63,100	■	01/04/2017	31/03/2020	36		
●	1439	Marie Webber	Andrea Butcher	<a href="#">ICT - Capita ONE Integrated Management Information System</a>	Capita Business Services Ltd	Education, Children and Families	376,202	123,202			■	01/04/2017	31/03/2020	36		
●	3690	Maya Vadgama	Debi Christie	<a href="#">Travel Training Contract</a>	Bexley Accessible Transport Scheme (BATS)	Education, Children and Families	327,000	105,000			■	01/09/2017	31/08/2020	36		
●	3792	Janet Bailey	Gillian Palmer	<a href="#">Family Drug And Alcohol Court</a>	London Borough of Merton	Education, Children and Families	304,750	160,000			■	01/04/2018	31/03/2020	24		
●	347	Alice Atabong	Sara Bowrey	<a href="#">Housing - Tenancy Support Services</a>	Hestia Housing and Support	Adult Care and Health	780,404	195,101			■	01/10/2016	30/09/2020	48		
●	119	Alice Atabong	Sara Bowrey	<a href="#">Adults - Tenancy Sustainment for Women in Refuges</a>	Bromley Women's Aid	Adult Care and Health	524,110	104,822			■	01/01/2016	31/12/2020	60		

●	277	Mary Nash	Antoinette Thorne	<a href="#">Training - Workforce Development Courses for Social Care Staff</a>	Multiple Suppliers	Adult Care and Health	280,000	70,000			■	01/04/2016	31/03/2020	48		
●	48	Michael Watkins	Colin Brand	<a href="#">Electricity Tripartite Agreement (POSO)</a>	Kent CC - Commercial Services Limited	Resources Commissioning and Contract Management	8,201,066	2,132,900			■	01/10/2012	30/09/2020	96		
●	203	John Harrison	Stephen John	<a href="#">Learning Disabilities - Adult Social Care Services</a>	Certitude Support	Adult Care and Health	17,434,903	3,700,000	3,912,050	3,935,860	■	01/10/2015	30/09/2020	60		
●	2605	Dr Jenny Selway	Nada Lemic	<a href="#">Public Health - 0-4 Years Health Visiting Service (Incorporating Family Nurse Partnership)</a>	Oxleas NHS Foundation Trust	Adult Care and Health	9,865,428	3,288,476			■	01/10/2017	30/09/2020	36		
●	3692	Paul Feven	Gillian Palmer	<a href="#">Primary and Secondary Intervention Services</a>	Bromley Third Sector Enterprise	Adult Care and Health	8,100,000	2,700,000	2,165,080	2,165,080	■	01/10/2017	30/09/2020	36		
●	348	John Harrison	Stephen John	<a href="#">Learning Disabilities - Supported Living at Coppice, Spinney &amp; The Glade</a>	Outward Housing	Adult Care and Health	4,041,063	997,021	1,025,700	1,025,700	■	28/11/2016	27/11/2020	48		
●	67	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Insurance Shared Services Agreement</a>	Royal Borough of Greenwich	Resources Commissioning and Contract Management	420,000	84,000	87,820	84,000	■	01/04/2015	31/03/2020	60		
●	2593	Mimi Morris-Cotterill	Nada Lemic	<a href="#">Public Health - Sexual Health - Early Intervention Service</a>	Bromley Healthcare Community Interest Company Ltd	Adult Care and Health	2,779,686	926,562			■	01/10/2017	30/09/2020	36		
●	344	Alice Atabong	Sara Bowrey	<a href="#">Housing - Tenancy Support Services for Young People</a>	DePaul UK Ltd	Adult Care and Health	1,348,273	289,975			■	01/10/2016	30/09/2020	48		
●	117	Sara Bowrey	Gillian Palmer	<a href="#">Adults - Supporting People - Tenancy Support Services for Homeless People</a>	Evolve Housing + Support	Adult Care and Health	1,186,482	197,747			■	01/10/2014	30/09/2020	72		
●	1361	Michael Watkins	Colin Brand	<a href="#">Total Facilities Management</a>	Amey	Resources Commissioning and Contract Management	19,000,000	3,800,000			■	01/10/2016	30/09/2021	60		
●	63	John Nightingale	Peter Turner	<a href="#">Academy Processing System</a>	Capita Secure Systems Ltd	Resources Commissioning and Contract Management	1,731,622	115,000			■	01/04/2011	31/03/2021	120		
●	324	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services Framework - Header Record</a>	Multiple Suppliers	Adult Care and Health	79,000,000	10,523,980			■	27/08/2012	26/08/2021	108		
●	1459	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Homecare & Support Ltd t/a Homecare Bromley	Adult Care and Health	14,600,232	1,910,000			■	27/08/2012	26/08/2021	108		
●	1450	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Caremark Bromley	Adult Care and Health	11,342,090	796,500			■	27/08/2012	26/08/2021	108		
●	300	Lynnette Chamielec	Sara Bowrey	<a href="#">Housing - Private Sector Leasing for use as Temporary Accommodation</a>	Orchard and Shipman PLC	Adult Care and Health	7,812,100	1,562,420			■	01/04/2016	31/03/2021	60		
●	1458	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Smithfield Health & Social Care Ltd t/a Verilife	Adult Care and Health	6,658,208	600,000			■	27/08/2012	26/08/2021	108		
●	1446	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	ACSC Ltd	Adult Care and Health	6,199,724	620,700			■	27/08/2012	26/08/2021	108		
●	1553	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care</a>	Invicta 24 Plus Ltd	Adult Care and Health	4,687,434	728,256			■	26/06/2015	26/08/2021	74		
●	1455	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Kentish Homecare Agency Ltd	Adult Care and Health	4,633,000	603,700			■	27/08/2012	26/08/2021	108		
●	3813	Mimi Morris-Cotterill	Nada Lemic	<a href="#">Public Health - Adults Substance Misuse Service</a>	Change Grow Live (CGL)	Adult Care and Health	4,046,472	1,348,824			■	01/12/2018	30/11/2021	36		
●	1448	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Carby Community care Ltd	Adult Care and Health	3,515,528	237,500			■	27/08/2012	26/08/2021	108		
●	1449	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Care Outlook Ltd	Adult Care and Health	2,196,664	78,000			■	27/08/2012	27/08/2021	108		
●	1453	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Eternal Care UK Ltd	Adult Care and Health	2,160,710	143,300			■	27/08/2012	26/08/2021	108		
●	1550	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Care Direct UK Ltd	Adult Care and Health	1,764,327	330,282			■	03/03/2015	26/08/2021	77		
●	1460	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Link Care Nursing Agency Ltd	Adult Care and Health	1,706,618	100,000			■	27/08/2012	26/08/2021	108		
●	1552	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Dignity Direct Homecare Ltd	Adult Care and Health	1,448,201	242,471			■	26/07/2016	26/08/2021	61		
●	327	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services - Services</a>	Daret Healthcare (UK) Ltd	Adult Care and Health	1,320,199	167,479			■	27/08/2012	26/08/2021	108		
●	328	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services - Spot Contract</a>	Mackley Home Care Ltd	Adult Care and Health	1,255,243	189,325			■	27/08/2012	26/08/2021	108		
●	1543	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Abacus Homecare (Bromley) Ltd	Adult Care and Health	1,187,736	184,413			■	01/04/2015	26/08/2021	77		
●	1544	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	River Garden Care Ltd	Adult Care and Health	1,089,566	99,676			■	01/04/2015	26/08/2021	77		
●	1548	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Home Healthcare Ltd	Adult Care and Health	1,088,004	125,950			■	01/04/2015	26/08/2021	77		
●	3783	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Surecare (Bromley) (new)	Adult Care and Health	530,861	148,045			■	19/01/2018	26/08/2021	43		
●	3663	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Insurance - Legal Panel</a>	Various	Resources Commissioning and Contract Management	900,000		200,000	85,000	■	01/04/2016	31/03/2021	60		



●	52	Andrew Champion	Colin Brand	<a href="#">Provision of MFDs, Central Print Unit Devices and Print Management Software</a>	Canon (UK) Ltd	Resources Commissioning and Contract Management	460,081				■	26/10/2016	25/10/2020	48		
●	3763	Hedley Pugh	Joanne Stowell	<a href="#">Dogs &amp; Pest Control Services</a>	SDK Environmental Ltd	Public Protection and Safety	234,915	78,305			■	01/02/2018	31/01/2021	36		
●	3701	Mark Smith	David Dare	<a href="#">The Provision of Holiday and Saturday Group Based Short Break Service For Disabled Children and Young People</a>	Riverside School	Education, Children and Families	576,639	192,213			■	01/04/2018	31/03/2021	36		
●	326	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services - Services</a>	Day To Day Care Ltd	Adult Care and Health	4,861,396	701,700			■	27/08/2012	26/08/2021	108		
●	1461	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Westminster Homecare Ltd	Adult Care and Health	4,479,030	700,000			■	27/08/2012	26/08/2021	108		
●	1456	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Nestor Primecare Services Ltd t/a Allied Healthcare Group	Adult Care and Health	2,792,172	605,000			■	27/08/2012	26/08/2021	108		
●	2607	Roger Fan	Tricia Wennell	<a href="#">Integrated Community Equipment Service (ICES)</a>	Medequip Assistive Technology Limited	Adult Care and Health	2,400,000	600,000			■	01/04/2017	31/03/2021	48		
●	325	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services - Services</a>	Always Caring Bromley Ltd	Adult Care and Health	1,866,690	252,852			■	27/08/2012	26/08/2021	108		
●	3718	Gillian Fiumicelli	Nada Lemic	<a href="#">Public Health - GP SLAs</a>	General Practitioners	Adult Care and Health	1,650,000	550,000			■	01/04/2018	31/03/2021	36		
●	3725	Paul Feven	Gillian Palmer	<a href="#">Advocacy Service</a>	Advocacy for All	Adult Care and Health	858,378	286,126	286,100	261,500	■	01/04/2018	31/03/2021	36		
●	1454	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Harmony Home Aid Services Ltd	Adult Care and Health	847,544	131,600			■	27/08/2012	26/08/2021	108		
●	1546	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Petts Wood Homecare Ltd	Adult Care and Health	659,228	61,438			■	01/04/2015	26/08/2021	77		
●	2590	Tracey Wilson	Sara Bowrey	<a href="#">Housing - Framework for Essential Household Goods</a>	Multiple Suppliers	Adult Care and Health	608,000	152,000		125,000	■	01/04/2017	31/03/2021	48		
●	1551	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Compassion Home Care Ltd	Adult Care and Health	594,742	83,354			■	15/12/2014	26/08/2021	80		
●	1462	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	FABS Homecare Ltd	Adult Care and Health	524,104	61,501			■	01/04/2015	26/08/2021	77		
●	2600	Dr Jenny Selway	Nada Lemic	<a href="#">Bromley Primary School Screening Programme: National Child Measurement Programme (NCMP) and Vision Screening</a>	Bromley Healthcare Community Interest Company Ltd	Adult Care and Health	495,000	165,000			■	01/10/2017	30/09/2020	36		
●	1371	Chloe Wenbourne	Angus Culverwell	<a href="#">Parking Enforcement and Associated Services</a>	APCOA Parking (UK) Ltd	Environment and Community Services	19,222,178	1,922,217			■	03/04/2017	02/04/2027	120		
●	3825	Vinit Shukle	Mark Bowen	<a href="#">WCC Framework BT Lot 4</a>	BT Global Services	Resources Commissioning and Contract Management	170,000,000	560,000			■	01/01/2019	31/12/2023	60		
●	358	Vinit Shukle	Mark Bowen	<a href="#">WCC Framework BT Lot 1</a>	BT Global	Resources Commissioning and Contract Management	16,384,974	1,160,277			■	01/04/2016	15/12/2023	92		
●	357	Vinit Shukle	Mark Bowen	<a href="#">WCC Framework BT Lot 3</a>	BT Global Services	Resources Commissioning and Contract Management	5,907,565	734,723			■	01/04/2016	15/12/2023	92		
●	3664	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund - Global Equities</a>	Baillie Gifford	Resources Commissioning and Contract Management	4,445,327	743,483	1,470,000	1,470,000	■	20/12/2013	19/12/2023	120		
●	3676	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund - Global Equities - MFS International (UK) Ltd</a>	MFS International (UK) Ltd	Resources Commissioning and Contract Management	3,349,048	571,828	1,000,000	1,000,000	■	01/12/2013	30/11/2023	120		
●	3736	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund – Multi Asset Income Fund</a>	Schroders Investment Management Ltd	Resources Commissioning and Contract Management	2,300,000	420,000	420,000	370,000	■	01/04/2018	31/03/2023	60		
●	3735	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund – UK Pooled Property Fund</a>	Fidelity Ltd	Resources Commissioning and Contract Management	2,000,000	375,000	375,000	375,000	■	21/02/2018	20/02/2023	60		
●	3734	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund – Multi Asset Income Fund</a>	Fidelity Ltd	Resources Commissioning and Contract Management	1,500,000	280,000	260,000	260,000	■	21/02/2018	20/02/2023	60		
●	3699	Tim Woolgar	Colin Brand	<a href="#">Provision of Library Services</a>	Greenwich Leisure Ltd	Renewal and Recreation and Housing	40,833,536	4,724,066	4,375,900	4,375,900	■	01/11/2017	31/10/2027	120		
●	30	John Gledhill	Colin Brand	<a href="#">Leisure Trust - Provision of Leisure Services</a>	MyTime Active	Renewal and Recreation and Housing	25,131,740	1,471,590			■	01/04/2004	31/03/2024	240		
●	3764	Garry Warner	Nigel Davies	<a href="#">Highway Maintenance</a>	JB Riney & Co Ltd	Environment and Community Services	90,000,000				■	01/07/2018	30/06/2026	96		
●	230	Paul Feven	Stephen John	<a href="#">Mental Health - Section 31 Agreement for the Exercise of Mental Health Function - LBB and Oxleas</a>	Oxleas NHS Foundation Trust	Adult Care and Health	30,438,550	1,570,450	1,405,600	1,405,600	■	01/12/2004	30/11/2024	240		
●	3795	Tricia Wennell	Stephen John	<a href="#">Older People - Nursing Beds (PF &amp; EMI)</a>	Mission Care Trading Ltd	Adult Care and Health	17,374,000	2,482,000			■	02/01/2018	01/01/2025	84		
●	2597	Tricia Wennell	Stephen John	<a href="#">Adults - Extra Care Housing, Lot 2 - Norton Court, Crown Meadow Court, Durham House</a>	Mears Care Ltd	Adult Care and Health	9,001,000	1,966,000			■	01/07/2017	30/06/2022	60		

●	2596	Tricia Wennell	Stephen John	<a href="#">Adults - Extra Care Housing, Lot 1 - Apsley Court, Sutherland House, Regency Court</a>	Creative Support Ltd	Adult Care and Health	8,315,000	1,663,000			■	01/07/2017	30/06/2022	60		
●	75	David Hogan	Peter Turner	<a href="#">Counter Fraud Services</a>	London Borough of Greenwich	Resources Commissioning and Contract Management	4,827,000	295,000	181,880	172,560	■	01/04/2002	31/03/2024	264		
●	329	John Nightingale	Peter Turner	<a href="#">Pension System</a>	Heywood LTD	Resources Commissioning and Contract Management	851,000	73,300			■	01/10/2013	30/06/2023	117		
●	3665	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund - Fixed Income</a>	Baillie Gifford	Resources Commissioning and Contract Management	692,775	134,024	170,000	170,000	■	20/12/2013	19/12/2023	120		
●	3660	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">CCLA Management Fee</a>	CCLA	Resources Commissioning and Contract Management	621,110	44,227	192,870	211,960	■	01/01/2014	31/12/2023	120		
●	3667	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund - Fixed Income</a>	Fidelity Ltd	Resources Commissioning and Contract Management	593,936	146,388	150,000	150,000	■	20/12/2013	19/12/2023	120		
●	3796	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Multi-Asset Income Fund</a>	Fidelity Pensions Management	Resources Commissioning and Contract Management	525,000	105,000	100,000	90,000	■	12/07/2017	11/07/2022	60		
●	3733	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Pension Fund – Actuarial Services</a>	Mercer Ltd	Resources Commissioning and Contract Management	331,000	55,000	55,000	55,000	■	01/04/2018	31/03/2024	72		
●	32	John Gledhill	Colin Brand	<a href="#">Biggin Hill Leisure Centre &amp; Library Management</a>	MyTime Active	Renewal and Recreation and Housing	2,012,159	123,349			■	30/04/2010	31/03/2024	167		
●	33	John Gledhill	Colin Brand	<a href="#">Norman Park Athletics Track</a>	Norman Park Track Management Ltd	Renewal and Recreation and Housing	375,000	37,680			■	01/04/2014	31/03/2024	120		
●	4826	Stephan Ohrmann	Stephen John	<a href="#">Learning Disability Supported Living Schemes</a>	Southside Partnership, part of certitude Support	Education, Children and Families	2,616,760	523,352			■	03/09/2018	02/09/2023	60		
●	2594	Sara Bowrey	Gillian Palmer	<a href="#">IT System - Housing Information Systems</a>	Orchard Information Systems Ltd	Adult Care and Health	791,548	233,832			■	10/04/2017	09/04/2022	60		
●	1549	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Spot Contract</a>	Amy Adams Homecare UK Ltd	Adult Care and Health	456,106	37,598			■	30/10/2016	26/08/2021	57		
●	3814	Mimi Morris-Cotterill	Nada Lemic	<a href="#">Public Health - Young Persons Substance Misuse Service</a>	Change Grow Live (CGL)	Adult Care and Health	445,860	148,620			■	01/12/2018	30/11/2021	36		
●	1534	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Lifecome Ltd	Adult Care and Health	421,630	11,398			■	01/04/2015	26/08/2021	77		
●	1463	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	Independent Homecare Team Ltd	Adult Care and Health	352,762	28,975			■	01/04/2015	26/08/2021	77		
●	288	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care Services - Individual Client Contract - Helping Hands HomeCare</a>	Helping Hands Homecare	Adult Care and Health	348,904	45,500			■	27/08/2012	26/08/2021	108		
●	250	Tricia Wennell	Stephen John	<a href="#">Older People - St Marks PCC (Lease)</a>	Biggin Hill Community Care Association	Adult Care and Health	322,500	20,991			■	10/10/2001	09/10/2031	360		
●	3720	Gillian Fiumicelli	Nada Lemic	<a href="#">Public Health - NHS Chcks - Point of care Testing</a>	Alere Ltd	Adult Care and Health	300,000	100,000			■	01/04/2018	31/03/2021	36		
●	4841	Tricia Wennell	Stephen John	<a href="#">Physical Disability and Sensory Impairment – DeafPlus Resource Centre for the Deaf</a>	DeafPlus	Adult Care and Health	243,590	48,718			■	01/10/2018	30/09/2023	60		
●	91	Carol Ling	Mark Bowen	<a href="#">Provision of Electoral Services Software</a>	Xpress Software Solutions Limited	Resources Commissioning and Contract Management	275,500	22,000	22,110	22,110	■	01/07/2007	31/05/2022	179		
●	73	John Nightingale	Peter Turner	<a href="#">Payment Management System</a>	Capita Secure Systems Ltd	Resources Commissioning and Contract Management	237,150	237,150			■	01/04/2011	31/03/2021	120		
●	1468	Jo-Anne Chang-Rogers	Tracey Pearson	<a href="#">Banking Services</a>	HSBC Bank Plc	Resources Commissioning and Contract Management	203,880		75,740	75,740	■	01/04/2017	31/03/2022	60		
●	3799	Joanne Stowell	Nigel Davies	<a href="#">Coroners Service</a>	London Borough of Croydon	Public Protection and Safety	448,640	224,320			■	01/04/1966	31/08/2029	762		
●	1452	Tricia Wennell	Stephen John	<a href="#">Domiciliary Care - Services</a>	MiHomecare Ltd	Adult Care and Health	296,460	28,700			■	27/08/2012	26/08/2021	108		
●	3803	Robert Bollen	Jared Nehra	<a href="#">Contract for Zone 1 - 4 Extension Bishop Justus School</a>	Walker Construction LTD	Education, Children and Families	3,698,415	3,698,415			■	25/07/2018	16/08/2019	12		Capital
●	4845	Robert Bollen	Jared Nehra	<a href="#">** Now Live ** Works at Oaklands Primary School (Phase 1)</a>	Walker Construction LTD	Education, Children and Families	1,919,739	1,919,739			■	14/01/2019	01/08/2019	6		Capital
●	3804	Robert Bollen	Jared Nehra	<a href="#">Phase 2: The Pioneer Academy - Stewart Fleming Primary School</a>	Lakehouse Construction Ltd	Education, Children and Families	5,281,000	528,000			■	02/07/2018	13/12/2020	29		Capital
●	3815	Lydia Lee	Colin Brand	<a href="#">Crystal Palace Park Cafe Build</a>	Lengard Ltd	Renewal and Recreation and Housing	1,332,575	2,422,864	1,332,575	1,332,575	■	30/01/2018	16/11/2019	21		Capital
●	3818	Lydia Lee	Colin Brand	<a href="#">Crystal Palace Park Regeneration plan</a>	AECOM new	Renewal and Recreation and Housing	747,824	497,648	283,473	283,473	■	09/02/2016	01/01/2020	46		Capital
●	41	Lydia Lee	Colin Brand	<a href="#">Crystal Palace Park Improvement Scheme</a>	Kinnear Landscape Architects Ltd	Renewal and Recreation and Housing	399,601	124,804	70,696	70,696	■	02/11/2014	31/03/2019	53		Capital

●	3819	Lydia Lee	Colin Brand	<a href="#">CPP Skatepark design and build</a>	Canvas Spaces Ltd	Renewal and Recreation and Housing	332,457	332,457	20,558	14,982	■	20/03/2017	16/10/2019	30		Capital
●	2606	Robert Bollen	Jared Nehra	<a href="#">Capital Works at Leasons Primary School</a>	The McAvoy Group Ltd	Education, Children and Families	3,599,139	2,132,000			■	01/07/2017	30/06/2019	24		Capital
●	145	Robert Bollen	Jared Nehra	<a href="#">Education - Construction of Modular Accommodation at Malcolm, Midfield, Scotts Park and Worsley Bridge Primary Schools</a>	Built Offsite Ltd	Education, Children and Families	557,700	370,500			■	01/05/2015	01/09/2019	52		Capital
●	4858 *	Robert Vale	Joanne Stowell	<a href="#">** Now Live ** CCTV Repair and Maintenance Contract</a>	Tyco Fire & Intergrated Soutlion (UK) Ltd	Public Protection and Safety	691,000	45,500			Imminent	01/04/2019	31/03/2024	60		
●	4859 *	Robert Vale	Joanne Stowell	<a href="#">** Now Live ** CCTV Monitoring</a>	Enigma CCTV Ltd	Public Protection and Safety	288,002	144,000			Imminent	01/04/2019	31/03/2024	60		
●	4854 *	Philip White	Lydia Bennett	<a href="#">** Now Live ** Family Group Conferencing Service</a>	Daybreak Family Group Conferences	Education, Children and Families	450,000	90,000			Imminent	01/04/2019	31/03/2024	60		



Report No.  
CSD 19052

London Borough of Bromley

PART ONE - PUBLIC

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**Decision Maker:**        **CONTRACTS & COMMISSIONING SUB COMMITTEE**

**Date:**                    **2<sup>nd</sup> April 2019**

**Decision Type:**        Non-Urgent                    Non-Executive                    Non-Key

**Title:**                    **WORK PROGRAMME**

**Contact Officer:**        Steve Wood—Democratic Services Officer  
Tel: 0208 313 4316    E-mail: [stephen.wood@bromley.gov.uk](mailto:stephen.wood@bromley.gov.uk)

**Chief Officer:**        Mark Bowen, Director of Corporate Services

**Ward:**                    N/A

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1.    Reason for report

1.1   This report offers the Sub-Committee and officers an opportunity to consider its work programme and prioritise issues that should be scrutinised.

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2.    **RECOMMENDATIONS:**

2.1   **That the Sub-Committee notes the report.**

### Impact on Vulnerable Adults and Children

1. Summary of Impact: Many of the contracts scrutinised by the Sub-Committee will have an impact on vulnerable adults and children—hence the need for proper scrutiny by the Committee.
- 

### Corporate Policy

1. Policy Status: Existing Policy:
  2. BBB Priority: The contracts will be relevant to all BBB priorities.
- 

### Financial

1. Cost of proposal: No Cost:
  2. Ongoing costs: Not Applicable:
  3. Budget head/performance centre: £350,650
  4. Total current budget for this head: Not Applicable
  5. Source of funding: Not Applicable
- 

### Personnel

1. Number of staff (current and additional): 8 (6.79fte)
  2. If from existing staff resources, number of staff hours: Not Applicable
- 

### Legal

1. Legal Requirement: None:
  2. Call-in: Not Applicable: This report does not involve an executive decision.
- 

### Procurement

1. Summary of Procurement Implications: Not Applicable
- 

### Customer Impact

1. Estimated number of users/beneficiaries: All Bromley residents.
- 

### Ward Councillor Views

1. Have Ward Councillors been asked for comments? Not Applicable
2. Summary of Ward Councillor's comments: Not Applicable

### 3. COMMENTARY

3.1 This report notes the Work Programme over the past year and ends with the work programme for 2<sup>nd</sup> April 2019.

No future work programme is detailed as the Committee is being de-commissioned.

<b>Non-Applicable Sections:</b>	Policy/Financial/Legal/Personnel/Impact on Vulnerable People & Children/Commissioning
Background Documents: (Access via Contact Officer)	Previous Matters Arising Reports and Minutes of previous meetings.

**Work Programme 2017/18—2018/19**

<b>Proposed Date</b>	<b>Issue</b>	<b>Officer</b>
<b><u>Meeting 1</u></b> March 29 <sup>th</sup> 2018	Examination of the service specification for the provision of primary and secondary care and health intervention services.	Director of Commissioning Paul Feven
	Corporate Contracts Register	Head of Corporate Procurement
	Work Programme	Committee Clerk
	Matters Arising	Committee Clerk
<b><u>Meeting 2</u></b> June 25 <sup>th</sup> 2018 Special Meeting	Special Meeting convened to discuss issues relating to the Bromley Healthcare Contract	Paul Feven
<b><u>Meeting 3</u></b> 17 <sup>th</sup> July 2018	Work Programme	Committee Clerk
	Update on Joint Commissioning with CCG-6 month review.	Paul Feven/Graham Mackenzie
	Contracts Register Report and Database Extract	Head of Corporate Procurement
	Commissioning Delivery Plan Report	Director of Commissioning.
	Review of the Tender for the Exchequer Services Contract	Emma Pearce/John Nightingale/Claudine Douglas Brown
<b><u>Meeting 4</u></b> September 4 <sup>th</sup> 2018	Work Programme and Matters Arising	Committee Clerk
	Contracts Register Report and Database Extract	Head of Corporate Procurement/Emma Pearce/Lucy Drury
	Commissioning Delivery Plan Report	Director of Commissioning
	SEN Transport Report (TBC)	Laurence Downes
	6 Month Review of the Library Contract	Tim Woolgar and Colin Brand
	Information Item relating to Change Controls (agreed at the meeting on 17 <sup>th</sup> July)	Director of Commissioning.
	Update on reports that were due to be presented to the Commissioning Board on 30 <sup>th</sup> July.	Deputy Chief Executive/Lesley Moore
	Exchequer Services KPIs and Method Statements.	Emma Pearce/John Nightingale/Claudine Douglas Brown

<b>Meeting 4</b> 11 <sup>th</sup> December 2018	Matters Arising	Steve Wood
	Work Programme	Steve Wood
	Contracts Register and Database Extract-Part1	Laurence Downes and Emma Pearce
	Contracts Register and Database Extract-Part 2	Laurence Downes and Emma Pearce
	Update on Commissioning Board	Lesley Moore
	Update on Waste Services Contract	Lesley Moore
	Update on Mortuary Contract	Lesley Moore/Emma Pearce
<b>Meeting 5</b> 15 <sup>th</sup> January 2019	Matters Arising	Steve Wood-Committee Clerk
	Work Programme	Steve Wood-Committee Clerk
	Verbal Update regarding the negotiations around the Mortuary Contract (Part 2)	Joanne Stowell—Assistant Director for Public Protection.
	Verbal update regarding the future possibility of a Capital Programme to build a new mortuary	Joanne Stowell—Assistant Director for Public Protection
	Scrutiny of the report on Lease Cars and Light Commercial Vehicles going to the Executive on 16 <sup>th</sup> January. (Part 2)	Committee Members
	Update regarding the Transformation Board	Ade Adetosoye—Interim Chief Executive or Alternate.
<b>Meeting 6</b> April 2 <sup>nd</sup> 2019	Matters Arising	Steve Wood-Committee Clerk
	Work Programme	Steve Wood-Committee Clerk
	Contracts Register and Contracts Database Update	Emma Pearce-Head of Performance and Corporate Projects.
	Update regarding the level and type of data and information that can be accessed and downloaded from the Contracts Database.	Laurence Downes, Assistant Director for Governance and Contracts.
	Contracts with Third Sector and Voluntary Organisations.	Colin Maclean from Community Links will be attending.

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