

BROMLEY CIVIC CENTRE, STOCKWELL CLOSE, BROMLEY BRI 3UH



THE LONDON BOROUGH
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DATE: 25 October 2022

AUDIT SUB-COMMITTEE INFORMATION BRIEFING

Meeting to be held on Wednesday 2 November 2022

QUESTIONS ON THE INFORMATION BRIEFING

The Briefing comprises:

- 1 **BI-ANNUAL REPORT ON EXTENSIONS, EXEMPTIONS, VARIATIONS AND WAIVERS** (Pages 3 - 8)

Members and Co-opted Members have been provided with advanced copies of the briefing via email. The briefing is also available on the Council website at the following link:

<http://cds.bromley.gov.uk/ieListMeetings.aspx?CId=559&Year=0>

Copies of the documents referred to above can be obtained from
www.bromley.gov.uk/meetings

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Report No.
FSD22041

London Borough of Bromley

PART ONE - PUBLIC

Decision Maker: **AUDIT AND RISK MANAGEMENT COMMITTEE**

Date: **2nd November 2022**

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

Title: **FOR INFORMATION: BI-ANNUAL REPORT ON EXTENSIONS, EXEMPTIONS, VARIATIONS AND WAIVERS**

Contact Officer: Laurence Downes, Assistant Director – Governance and Contracts
E-mail: Laurence.Downes@bromley.gov.uk

Chief Officer: Tasnim Shawkat, Director of Corporate Services and Governance

Ward: (All Wards);

1. Reason for decision/report and options

- 1.1 It is a requirement of the Council's Contract Procedure Rules to report to Audit & Risk Management Committee on a bi-annual basis on the application of all extensions, variations, waivers and exemptions where the procurement action is £50k or higher. This report provides details on all such procurement actions for the period April 2022 to September 2022.

2. **RECOMMENDATION**

- 2.1 Members of the Audit and Risk Management Committee are requested to note the details of all contract extensions, variations, waivers and exemptions where the procurement action is £50k or higher for the period April 2022 to September 2022, provided at **Appendix A**.

Impact on Vulnerable Adults and Children

1. Summary of Impact: N/A
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Transformation Policy

1. Policy Status: Existing Policy: This report meets the requirements of the Contract Procedure Rules regarding reports to Audit and Risk Committee.
 2. Making Bromley Even Better Priority: To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.
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Financial

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

Personnel

1. Number of staff (current and additional): N/A
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement: None:
 2. Call-in: Not Applicable:
-

Procurement

1. Summary of Procurement Implications: Appendix A lists procurement actions as required by the Contract Procedure Rules.
-

Property

1. Summary of Property Implications: N/A
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Carbon Reduction and Social Value

1. Summary of Carbon Reduction/Sustainability Implications: N/A
-

Customer Impact

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

Ward Councillor Views

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

3. COMMENTARY

- 3.1 Under Sections 3 and 13.1 of the Council's Contract Procedure Rules, exemptions from the requirement for competitive bids, waivers, extensions and variations must be reported to Audit and Risk Management Committee where the value of the relevant procurement action is £50k or higher.
- 3.2 Summary reports of all relevant contracts are generated from the Contracts Database and presented retrospectively to Audit and Risk Management Committee on a bi-annual basis. The previous report was provided to Audit Sub-Committee in June 2022 and covered the time period 1 October 2021 – 31 March 2022.
- 3.3 **Appendix A** contains details of all relevant procurement actions (extensions, variations, exemptions and waivers) for the period 1 April 2022 – 30 September 2022. The information provided includes a summary of the decision made, the decision maker and the associated financial values.
- 3.4 There are 12 entries in total, broken down as follows:
- 5 relate to exemptions
 - 6 relate to formal extension options
 - 1 relates to variations
- 3.5 Members are asked to review this list and comment as necessary.

4. PROCUREMENT IMPLICATIONS

- 4.1 Sections 3 and 13 of the Contract Procedure Rules requires bi-annual reporting to Audit and Risk Committee on the use of all relevant procurement actions (extensions, variations, exemptions and waivers) where the procurement action is £50k or higher.

Non-Applicable Headings:	Impact on Vulnerable Adults & Children Transformation / Policy Implications Financial Implications Personnel Implications Legal Implications Property Implications Carbon Reduction/Social Value Implications Customer Impact Ward Councillor Views
Background Documents: (Access via Contact Officer)	None

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DIRECTORATE	PORTFOLIO	CONTRACT TITLE	DETAILS OF EXTENSION / EXEMPTION / VARIATION / WAIVER	FINANCIALS	CONTRACT START DATE	CONTRACT END DATE	CONTRACT WHOLE LIFE VALUE	CONTRACT ANNUAL VALUE
Chief Executive	Executive, Resources and Contracts	Siteimprove	Exemption: authorisation for annual rolling renewal for specialist software. Cumulative value of prior contracts applied for authorisation purposes. Chief Officer decision April 2022.	£39,000 for Renewal period.	12/06/12	11/06/35	£76,462	£2,914
Chief Executive	Executive, Resources and Contracts	Pension Fund - Measurement	Exemption: Direct Award of Contract (three year contract) for specialist requirements. Cumulative value of prior contracts applied for authorisation purposes. Chief Officer and PDS Chair decision May 2022.	£30,000 for Contract Award.	01/07/16	30/06/25	£258,855	£30,000
Chief Executive	Resources and Contracts	LBLA Barristers Framework Access Agreement	Formal Extension Option (one year extension). Chief Officer decision (delegated authority) June 2022.	£500,000 for Extension period.	01/01/20	31/12/23	£1,400,000	£500,000
People	Children, Education and Families	Digital Solution for the Early Years Funding Process	Formal Extension Option (two year extension). Portfolio Holder decision June 2022.	£52,400 for Extension period.	31/07/19	30/07/24	£144,980	£26,200
People	Children, Education and Families	SEN Place Planning Modelling	Formal Extension Option (one year extension). Cumulative value of prior contracts applied for authorisation purposes. Chief Officer decision May 2022.	£20,300 for Extension period.	25/06/20	31/05/23	£65,400	£20,300
People	Adult Care and Health	Hestia - : Provision of Mental Health Flexible Support Services	Formal Extension Option (two year extension). Chief Officer decision (delegated authority) February 2022.	£832,000 for Extension period.	01/10/19	30/09/24	£2,011,000	£391,000
People	Children, Education and Families	Domestic Violence Against Women and Girls Service - VAWG	Formal Extension Option (one year extension). Portfolio Holder decision January 2022.	£200,000 for Extension period.	01/04/20	31/03/23	£599,058	£220,897
People	Adult Care and Health	Public Health - Adults Substance Misuse Service	Variation: Inclusion of grant funding. Executive decision June 2022.	£225,000 for Variation.	01/12/18	30/11/23	£6,969,120	£1,348,824
Place	Renewal and Recreation and Housing	West Wickham Town Centre Housing and Library Improvement Works	Exemption: Direct Award of Contract (one year contract) for specialist requirements. Portfolio Holder decision April 2022.	£234,000 for Contract Award.	22/04/22	31/10/22	£234,000	£234,000
Place	Renewal and Recreation and Housing	Planning Application Processing (Capacity)	Exemption: Direct Award of Contract (seven month contract) following desk based market research. Chief Officer decision September 2022.	£90,000 for Contract Award.	01/09/22	31/03/23	£90,000	£90,000
Place	Renewal and Recreation and Housing	Replacement Orpington Boiler (temporary)	Exemption: Direct Award of Contract (eight month contract). Chief Officer decision with Portfolio Holder agreement March 2022.	£240,000 for Contract Award.	01/04/22	21/11/22	£240,000	£240,000
Place	Public Protection and Enforcement	Mortuary Contract	Formal Extension Option (three year extension). Chief Officer decision (delegated authority) September 2022.	£471,000 for Extension period.	01/10/19	30/09/25	£1,011,000	£157,000

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