

NOTTINGHAM CITY COUNCIL

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE

MINUTES of the meeting held at LH 0.06 - Loxley House, Station Street, Nottingham, NG2 3NG on 12 February 2019 from 10.00 am - 10.16 am

Membership

Present

Councillor Graham Chapman (Chair)
Councillor David Mellen (item 56 onwards)
Councillor Dave Trimble
Councillor Sam Webster (item 55 onwards)

Absent

Councillor Toby Neal (Vice Chair)

Colleagues, partners and others in attendance:

Trevor Bone - Property Maintenance Manager
Chris Carter - Transport Strategy Manager
Kate Morris - Governance Officer
Steve Oakley - Head of Contracting and Procurement

Call-in

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is 22 February 2019. Decisions cannot be implemented until the working day after this date.

52 APOLOGIES

Councillor Toby Neal – Council Business

53 DECLARATIONS OF INTERESTS

Councillor Sam Webster declared an interest in item 5, Building Services Procurement Requirements 2019/20 as a Director of Nottingham City Homes. This interest did not preclude him from speaking or voting on the matter.

54 MINUTES

Regarding minute 48 – Voluntary and Community Sector Grant Aid 2019 Onwards: the committee wanted to make it clear that the grant management process should be transparent and robust, this must be applied to the grants themselves and to the grant giving bodies. Application for grants will be an open and competitive process.

With that clarification the minutes were confirmed as a true record of the meeting and were signed by the Chair.

55 BUILDING SERVICES PROCUREMENT REQUIREMENTS - 2019/2020 - KEY DECISION

Trevor Bone, Property Maintenance Manager, introduced the report on Building Services Procurement requirement 2019/20 which set out the requirements for

Nottingham City Council, Building Services Team to procure multiple replacement contracts which all end in March 2020.

RESOLVED to:

- (1) Approve the procurement of replacement contracts detailed in Appendix 2 of the published report, with a total value of £2,722,040 through an appropriate procurement process, and to award the contract for the services based on the outcomes of the procurement process**
- (2) Delegate authority to the Head of Service for Building Services to approve the outcome of the procurement processes and award the contract to the provider that is deemed most suitable to provide these services.**

Reasons for decision

- 1) Due to multiple contracts coming to the end of their term in March 2020 Nottingham City Council, Building Services team have to procure replacements. This enables the Building Services team to keep Nottingham City Councils portfolio of assets compliant with multiple statutory, regulatory and legislative obligations, for its portfolio of assets which serve a diverse mixture of citizens in Nottingham.
- 2) To improve efficiency and value for money in the services we commission. This procurement exercise is the optimal approach in managing our costs and achieving best value for money.
- 3) To ensure a high level of customer satisfaction with our services is maintained, as evidenced by feedback from internal stakeholders.
- 4) The new contracts will require the supplier to utilise modern technology where appropriate, to maximise efficiency in their own operations and ensure that Nottingham City Council Concerto system, records live data and continues the processing and storage of circa 15,000 compliance certificates / documents every year.
- 5) To ensure risk is managed in an appropriate manner ensuring the citizens of Nottingham and its visitors to the city are safe when visiting the council's portfolio of assets.

Other options considered

Do nothing and allow contracts to end and not re-commission services, which will remove statutory, regulatory and legislative compliancy across Nottingham City Councils portfolio of assets and increase the risk of prosecution and reputation to Nottingham City Council for providing non-compliant assets that endanger its citizens. This is unacceptable and has been rejected.

Insource all of the activity covered by the contract areas under consideration for renewal. This option has been rejected due to the following; capacity, complexity, risk and value for money.

Allow Nottingham City Councils various directorates to purchase individually the services as they require them to ensure compliance across the assets they are responsible for. This is likely to result in a more expensive, less compliant and less reliable service. It would also be more bureaucratic, with less ownership and accountability. This is likely to give rise to public challenge if citizen safety is compromised and so this option has been rejected.

56 ULEV VEHICLE AND INFRASTRUCTURE PROCUREMENT - KEY DECISION

Chris Carter, Head of Transport Strategy, introduced the report on ULEV Vehicle and Infrastructure Procurement seeking approval to undertake two procurement exercises, one to procure a fleet of Ultra Low Emission Vehicles and one for the supporting infrastructure. The report also detailed plans to establish frameworks and make them available to all UK public sector authorities to use.

RESOLVED to:

- (1) To approve undertaking a procurement process to establish an Ultra Low Emission Vehicle (ULEV) framework for all UK public sector contracting authorities with respect to ULEV cars, light vans, minibuses and taxi purchase;**
- (2) To approve undertaking a procurement process to establish a framework for all UK public sector contracting authorities with respect to ULEV charge point infrastructure purchase;**
- (3) To delegate authority to enter into the ULEV framework contract award to the most advantageous tenders received to the Corporate Director of Commercial and Operations;**
- (4) To delegate authority for the initial ULEV infrastructure contract award to the most advantageous tenders received to the Corporate Director of Development and Growth;**
- (5) To delegate authority to the Corporate Director of Commercial and Operations to award call off contracts under the ULEV vehicle framework; and**
- (6) To delegate authority to each of the Corporate Director for Commercial and Operations and the Corporate Director of Development and Growth to award call off contracts under the charge point infrastructure framework.**

Reasons for decision

- 1) The council has an ambition to transition 22% of its fleet to Ultra Low

Emission Vehicles (ULEV) by 2020 to support the council's wider transport and air quality objectives. With 50 vehicles already converted and a further 50 vehicles to be added to the fleet by December 2019, the council is well on the way to meeting its target. Due to a lack of availability of ULEV options through existing frameworks, procurement of the council's ULEV cars and vans has been undertaken through single procurement exercises. In order to allow for better value for money and efficiency, the council proposes to create a ULEV fleet framework comprising cars, vans, minibuses and taxis for a four year duration. Establishing a UK public sector authorities' framework has the added benefit for other councils' and public sector fleet operators to purchase cars and blue light service vehicles. Specifications for each of the vehicle types have been devised to ensure that a wide range of vehicle manufacturers can tender for the opportunity to form part of the framework.

- 2) Currently there are many frameworks available to the public sector to purchase ULEV charge point infrastructure, but few if any can be used by EU funded projects as they are not OJEU compliant. Nottingham City Council is part of the EU funded Interreg CleanMobilEnergy project which will see the introduction of 40 vehicle to grid compatible charge points cited at Eastcroft Depot. The council will need to procure these units. Given the fast evolving nature of the market, new suppliers are bringing technology to the market all the time. Establishing a framework will allow for all public sector authorities to purchase the latest technology.
- 3) The Government launched its Road to Zero Strategy in 2018 with a target for all new internal combustion engine sales to cease by 2040. The shift to ULEVs is also taking place in local authority policies as part of plans to improve air quality. By leading the two procurement exercises, the council can apply a 1% rebate for sellers to generate income with every use of the frameworks.

Other options considered

The council could consider doing nothing. This would result in a breach in the terms and conditions for various sources of external grant funding which has been awarded to purchase ULEV vehicles and associated infrastructure in order to achieve the council's clean air objectives. This option has been rejected as it risks a loss of funding and damage to the council's reputation.

The second option would be for the council to procure both ULEV vehicles and infrastructure for council only projects. Given the known market opportunities around ULEV fleets and required infrastructure this would result in a lost opportunity to achieve best value for money and would also lose the potential for income generation through the 1% rebate. This option was rejected as delivering less value for money.