

Meeting:	Overview and Scrutiny Committee
Date:	10 October 2006
Subject:	Procurement Update
Responsible Officer:	Director of Financial & Business Strategy
Contact Officer:	Group Manager Procurement & Community Links
Portfolio Holder:	Business Development and Performance
Key Decision:	No
Status:	Part 1

### **Section 1: Summary**

The following report is a general overview of Procurement activity in 2006/7 to date. The Overview and Scrutiny Panel have requested this information on a quarterly basis.

#### **Decision Required**

The report is for information only.

#### **Benefits**

N/A

#### **Cost of Proposals**

N/A

#### **Risks**

N/A

#### **Implications if recommendations rejected**

N/A

## **Section 2: Report**

### **2.1 Brief History**

#### **Context**

Procurement can of course play a vital role in service transformation and can, depending on the specification, deliver both performance improvement and savings. The primary purpose of the procurement team is to provide professional advice and support to managers across the organisation. This ensures that managers comply with the law and the Council's own rules, use procurement as effectively as possible and secure value for money.

In the current financial climate, where there is considerable pressure on all managers to reduce spending levels, there are service reductions and this considerably reduces the scope for the procurement team to find savings.

Social Care is the Council's major spending area. However social care, particularly residential care, presents particular procurement issues. It is not easy to go through a tender for residential care as, if a new provider is appointed, all the residents will have to move to a new site. Therefore more innovative approaches are required.

However, there is still a role for the Council's procurement team, working closely with Capita staff, to identify efficiencies – this enables the Council to deliver the same service level at a lower cost, or a better service level for the same cost. For example, the telecoms contract has been renegotiated such that the same service is now being provided at less cost.

Cabinet agreed a savings plan for 2006-07 on 3 August and this plan covered the remaining corporate procurement target of £2m. The plan also reduced the BTP target to £1.3m this year. This is being delivered from efficiencies arising from the new systems as well as better procurement. This report includes more details about the current procurement projects.

Capita are currently working on a review of the Council's procurement function which will make recommendations for the future in relation to both functions and structure. This will clarify the role of the procurement team in the future and ensure that it continues to meet the needs of the organisation.

#### **Overview**

This report provides an update on the following aspects of Procurement:

- 2.1.1 Working with Capita
- 2.1.2 Current procurement projects
- 2.1.3 Corporate contract management
- 2.1.4 Support to Directorates and other work undertaken this year
- 2.1.5 Waivers
- 2.1.6 Consultancy contracts
- 2.1.7 SAP implementation
- 2.1.8 Collaboration with other boroughs
- 2.1.9 The new Procurement Strategy, Contract Procedure Rules and Small Business Friendly Concordat

### **2.1.1 Working with Capita**

In line with the Business Transformation Project, the Corporate Procurement Team has merged with the Capita Procurement stream to work jointly on delivering project savings. The teams are now co-located in Civic 6. This is an enabler for knowledge and skills transfer between both teams. This is facilitated by regular team meetings and a joint programme of work, supported by project management resources.

Currently the BTP Procurement stream is working on the proposed new organisational model for the Procurement Team. Once consultation is complete, the proposal will be presented to CMT. A detailed plan will clearly analyse the current organisation and identify the issues, extending into the Directorates that have their own Procurement teams. A detailed review of the scope of the new organisation needs to be undertaken to enable clear understanding of resources required. Any new organisation must be aligned with the new SAP processes that will be in place from 4 September.

#### Working together to deliver savings

To enable the benefits or savings, the procurement stream puts the council in a position where if it so chooses it could realise the benefit or saving. A benefit is considered enabled after the joint team has proved that by the council, for example, implementing a new system, re-designed process or completed negotiation for a supply contract, a saving could be achieved.

This is similar to the way the Corporate Procurement team has always worked with directorates.

The directorate's role is to 'realise the benefit' if it chooses to do so, i.e. "make it happen". Examples of realisation activity could be the use of a re-negotiated supply contract.

So, in summary Procurement and Capita are working in a collaborative and flexible way to deliver the benefits originally validated. It is vital that council colleagues support as much as possible in identifying possible benefits.

Capita's role is to bring an external perspective on current ways of working, continuing to challenge council colleagues in the pursuit of benefit targets.

#### The shared approach

There are a number of practical steps to achieving benefits.

First of all, both Harrow and Capita colleagues need to agree if a savings opportunity is possible. In doing this, a document called a Savings Identification Document (SID) is completed. It is only an idea at this stage, it is not a full commitment by the partnership to carry out the saving identified – but it does indicate the intention of both Harrow and Capita to explore this possible opportunity together.

The next step is for Capita colleagues to work alongside council colleagues to jointly build the benefits card, analyse the current working environment (often referred to as the 'as is' state) and map the future way of working (or 'to be' solution) that is expected to deliver benefit. This will involve information gathering and design through joint workshops, questioning and some challenge and debate as the card is built. When the benefit card is complete, with the input of both Capita and Harrow colleagues, Harrow colleagues then formally 'sign off' the card. This means that we are all agreed that the information provided has the potential of leading to a

benefit. It is worth noting, however, that this will be subject to testing which will demonstrate the actual benefit.

'Enablement' is the more formal name for the step that follows the card sign-off. The type of activity this will involve really depends on the potential benefit identified.

Before the level of actual benefit can be confirmed, the new working environment, process, contract, etc. needs to be tested. Only if the benefit can demonstrate that it will give Harrow more efficient ways to deliver services and create better value for money for our members, partners and customers will it be used. To do this, it is run through as near to real life test environment specifically designed to objectively prove that the solution delivers the benefit stated on the benefits card. Only when, or if, this test is passed are the benefits achieved and formally captured as a benefit (or council saving).

As a partnership, Harrow and Capita are jointly motivated. Capita's drivers are indeed different to Harrow's in that Capita is a private sector organisation with some different (but also some shared) stakeholders. Capita's profit is linked to finding savings opportunities for Harrow. Harrow, however, want to realise all benefits to secure maximum efficiency savings to support the Gershon agenda, meet savings targets and deliver better value for money for members, partners and customers.

## 2.1.2 Current procurement projects

### Capita / Harrow Projects

These projects have been identified and documented in SIDs (Saving Identification Documents). Once the full study is complete and current and proposed pricing is known, a Benefit Card logging the benefits and savings will be logged.

The detail of these projects (including the savings targets and monitoring of these) is reviewed through the governance structure of the partnership with Capita. Where necessary to realise savings, the individual projects will be reported via CMT and Cabinet for a decision.

The below –mentioned projects vary in size, complexity and in the timescale for delivery. The Procurement Team and the Service Areas are dedicating time and resource to ensure the best possible outcome in terms of value for money and service delivery in each case.

### 2006-07 Core Capita / Harrow Projects Progress Summary

<u>Description</u>	<u>Go-live Date</u>	<u>Notes</u>
Fixed Line Telecoms	Dec-05	Business Case Approved
Temp. Staff	May 06	Business Case Approved
Recruitment Advertising	Oct 06	Data validation and procurement plan in progress
Remaining telecoms	Nov 06	Delayed due to resource availability. Data validation and procurement plan in progress
Travel	Sep 06	Business Case due September 2006. Alternatives being explored. CMT paper pending.
Mobile Phones	Dec 06	Business Case due September 2006. Effective date December 2006
Networking/ Cabling		Quotations from alternative suppliers not offering any savings. Negotiations with existing supplier in progress
Tactical Catering	Dec 06	Data validation and procurement plan started.
Integrated Print	Sep 06	Aproved CMT & Cabinet. Contract start October 2006.
Postage (including trail)	Sep 06	Business Case due September 2006
PC's & Laptops	Sep 06	Business Case due September 2006
Taxi Services	Aug 06	Business Case Approved

Decent Homes – Windows	Sep 06	
Residential Lifts/Hoists	Sep 06	Business Case with budget holder for approval
Uniforms & PPE	Nov 06	Draft Business Case prepared. Tender issued.
Electrical Testing	Oct 06	Business Case with budget holder for approval
Lease Vehicles	Nov 06	
Utilities	Nov 06	SID due to be signed 7/9/06
Temp Staff-nc	Nov 06	Non-cashable. Realisation steps to be identified and agreed with Council

### Risks & Issues

- Stakeholder engagement continues to be challenging
- General stakeholder availability during August has been limited due to leave and SAP training. Ongoing SAP training and stabilisation during September is expected to also limit the availability of some Council stakeholders. These circumstances have caused delays to Benefit Card approval during August, and has, therefore contributed to the reduction in forecasted 2006-07 savings to the Council.

### **2.1.3 Corporate contract management**

Performance against corporate contracts is summarised below. The actual saving figures are **£12,731** more than the planned saving, so we are currently on target to meet budgeted saving targets.

<b>Contract</b>	<b>Notes</b>	<b>Saving / Rebate Budget to June 2006</b>	<b>Actual Saving/Rebate to June 2006</b>
Pertemps	Temporary Administrative Staff	£62,500	£100,038
Eden Brown	Temporary Specialist and Technical Staff to June 2006 (including temp to perm savings & NI savings to June 2006)	£130,000	£113,041
ASAP	Operational Staff	£22,500	£11,903
The Print Factory	Print	£6,250	£6,673
WDAD	Recruitment Advertising	£17,500	£15,026
Unique Office Solutions (Rebate)	Office Furniture		£4,800
Other			
	<b>TOTAL</b>	<b>£238,750</b>	<b>£251,481</b>

### **2.1.4 Support to Directorates and other work undertaken this year**

In order to support delivery of savings in service areas, we have supported Directorates on the following projects, which have delivered savings:

<b>Supplier / Contract Information</b>	<b>Details</b>	<b>Annual Spend Pre Procurement Exercise</b>	<b>Department</b>	<b>Actual Saving 2006/7</b>

LW Safety	Inspection and Maintenance of Fire Extinguishers	£49,577	Urban Living	£24,527
National Westminster (Streamline)	Banking & electronic payments using debit and credit cards	£124,408	Business Development	£32,827
Royal Bank of Scotland	Banking Services	£335,617	Business Development	£84,706
Chalfont Line Computer Cabs	SEN – transport: negotiation with current supplier	£850,000	Urban Living	£7,744

Projects completed that do not deliver general fund revenue savings:

The Procurement Team has also worked on the following projects which have delivered savings to Capital, Schools, Grant Funded Services, HRA and the PCT.

Supplier	Details	Annual Spend Pre Procurement Exercise	Actual Saving 2006/7
Fordham Research limited	Housing Needs Assessment (HRA)	£98000	£33,975
Hayward Hugh Gardner	General Building Cleaning (Part Schools)	£295,000 £435,000	None

Other Activities without savings / currently in progress

Finally, the table below shows the team's other activities.

Tender	Supplier	Directorate
Window cleaning (non schools)	Strand Cleaners	People First
Consultancy: CPA analysis, for the development of Council benchmarks, Unit cost and Value for Money	Institute of Public Finance	Business Development
Consultancy: Competency Framework to assist with the restructure of middle management	Institute of Public Finance	Business Development
Provision of a Classroom/Learning centre & Steel Store at Newton farm East	Tingdene Homes Limited	Urban Living
Insurance Services	Risk Management Partners Ltd (AIG Insurance); HSB Engineering Insurance Ltd; ACE European Group Ltd; Capita Absence Management	Business Development

	Services	
IP Telephony	PC World Business / BT-TNS	Business Development
Public Realm	Accord MP	Urban Living
Harrow Town Centre Strategy	Urban Initiatives Ltd	Urban Living
Financial Adviser	In progress	Business Development
Street Lighting PFI	In progress	Urban Living
Special Educational Needs placements	In progress	People First
Fostering - London Centre of Excellence	In progress	People First
Domicillary Care Services	In progress	People First
Connexions	In progress	People First
Welstoc (West London Libraries Stock Consortium) – Contract for the purchase of books for libraries	In progress	People First
Older People floating support service (Grant funded -Supporting People)	In progress	People First
Homelessness Initiative (Grant funded) – Lodgings For Non-Statutory Single Homeless Households In Harrow	In progress	Urban Living
Rock salt	In progress	Urban Living
Library Management System	In progress	People First

### 2.1.5 Waivers

The numbers of Waivers authorised from April to June 2006 are recorded below. Details of the Waivers are to be found in Appendix 1.

Details of the previous 2 quarters are provided below the current quarter table of information, which indicates that there has been a reduction in the volume of Waivers.

The reduction is due in part to large framework contracts such as the Public Realm contract with AccordMP, which have been let.

	UL	PF	BD	CE	TOTAL
Apr-06	2	3	3	0	8
May-06	2	1	1	0	4
Jun-06	1	3	0	1	5
<b>Q1 2006/7</b>	<b>5</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>17</b>
<b>Q4 2005/6</b>	14	13	5	2	<b>34</b>
<b>Q3 2005/6</b>	15	7	1	0	<b>23</b>

### 2.1.6 Consultancy contracts

Consultant forms are to be completed prior to the appointment of non-agency staff consultancy, i.e. those consultants not employed via the three corporate agency staff contracts with Eden Brown, Pertemps or ASAP. Forms are used to track the use of consultants across the Council, and provide detailed management information on usage.

Since May 2005, 46 Consultant Proforma's have been signed and logged with the Procurement Team. Details of these forms can be requested from the Procurement Team. During 2006/7, the Procurement Team have registered 11 forms.

### **2.1.7 SAP implementation**

Over the last 11 months, the Council has been running corporate procurement forums to enable the SAP Procurement function to deliver effectively across all functions. Post 4 September, the Council will have a single view of its procurement activity. The SAP system will drive compliance to corporate contracts and approved vendors, enabling procurement to be a much more proactive function in planning and delivering benefits. This will give full management information to allow aggregation of spend a central contracts database and efficiencies around the 'procure to pay' cycle, e.g. no need for manual signatures on invoices / requisitions.

### **2.1.8 Collaboration with other boroughs**

The West London Alliance of procurement officers in West London boroughs meets regularly, which enables benchmarking and the identification of future opportunities to collaborate. The meetings have recently been extended to include a quarterly West London Finance directors meeting to assist and drive the process. Additionally, a joint West London bid for funding from the London Centre of Excellence is being sought in order to review opportunities for shared services across West London. The Director of the Business Transformation Project would lead on this project for Harrow.

In addition, Harrow is participating in 5 London Centre of Excellence collaborative projects to utilise any potential benefits that arise. This has also enabled Harrow to benchmark information across the Council and use the feedback in order to make improvements in process and value for money. (Refer Appendix 2 for a map showing distribution of participating boroughs across London)

### **2.1.9 The new Procurement Strategy, Contract Procedure Rules and Small Business Friendly Concordat**

In line with the launch of the SAP ERP system on 4 September 2006, various changes in EU legislation and Council processes, the Procurement Strategy and Contract Procedure Rules, which govern the processes around procurement within the Council, have been updated and will be re-launched with the go-live of SAP. These were approved at Cabinet on 3 August. The rules and strategy will be communicated to the Council as part of the wider ERP go-live communication plan, but will be followed by a communication programme, which will be launched as part of elevating the profile of corporate procurement in the Council.

Details of the significant changes to these documents are listed below:

The main changes to the Contract Procedure Rules are:

- Highlighting the importance of procurement decisions to deliver value for money for the Council and the consequences of failure to comply with the Contract Procedure Rules
- Clarity on the roles and responsibilities of Executive Directors, Directors and Officers
- Updates to reflect changes due to the implementation of the new SAP ERP system
- Inclusion of partnership principles and engagement with SME's (signature of the Small Business Concordat attached will assist in driving engagement with SME's)



- Emphasis on the importance of socially responsible procurement, including economic regeneration, sustainability and environmental management and equality and diversity
- Revision of number of quotations for purchases under £1,000 to one written quotation

The main changes to the Corporate Procurement Strategy are:

The Corporate Procurement Strategy supersedes the previous Procurement Strategy issued after the Best Value Review on Procurement in 2001/2, refreshing the strategy in line with Corporate, National and European requirements.

The main objectives of the revised Corporate Procurement Strategy are:

- to ensure compliance with EU legislation and national Regulations
- to continue to evaluate and improve current procurement practices to achieve better value for money and ensure customer/client needs are met
- to ensure good practice examples are identified and applied consistently across the Council
- to align procurement activities with other strategies adopted by the Council and to ensure that corporate objectives are addressed
- to ensure that current and future procurement activities are planned, monitored and reviewed effectively
- to identify opportunities for working with others, both public and private sector, in order to widen the scope for maximising purchasing power and identifying innovation
- to ensure the Council procurement processes take account of diversity, equality, sustainability, economic regeneration, the green agenda, fair trade and fair employment
- the adoption of the ‘Small Business Friendly Concordat’ and consideration within procurement processes of the Compact with the Voluntary and Community Sector which was approved by the Harrow Strategic Partnership in May 2004.

Small Business Friendly Concordat:

Along with the Contract Procedure rules and the Procurement Strategy, on 3 August, Cabinet also agreed to adopt the Small Business Friendly Concordat, demonstrating commitment to actively engaging with a diverse range of suppliers, including small businesses.

The National Procurement Strategy was jointly published by the Office of the Deputy Prime Minister (ODPM) and the Local Government Organisation (LGA) in 2003. The Strategy seeks for Councils to achieve community benefits through procurement, by actively engaging with a diverse range of suppliers, including small businesses, by adopting the Small Business Friendly Concordat by the end of 2005. Only 71 local authorities have done so to date (10 London boroughs).

The Concordat documents what local authorities can do to support the small business sector. The key commitments (and Harrow status on each commitment) of the Concordat are for Councils to:

<b>Key commitments</b>	<b>Harrow current status</b>
Publish a corporate procurement strategy	Draft revised Procurement Strategy to go to Cabinet 3 August
Publish guidance for suppliers on how to do business with the Council	Currently in draft format. This will be launched when SAP is launched on 4 September.
Advertise contracts using a range of publications to encourage diversity and competition	SAP system will facilitate this with a link on the Business Portal to all current tender opportunities
Applying tendering processes fairly	Current good practice which is in place already
Offer meaningful feedback to suppliers following	Current good practice which is in place already

the procurement process	(online feedback form available on the Business Portal on the Harrow website)
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Small and Medium-sized Enterprises (SME's) are a powerful engine for economic growth and are a crucial part of the economy, as it has been recognised that small businesses can provide value for money in procurement both by engaging with small businesses directly and via subcontracting. They are often able to provide greater innovation and flexibility and drive much business and employment growth in every locality.

A further benefit of evidencing Harrow's commitment to the Concordat, will be recognition of Harrow as a Council committed to local regeneration and small businesses.

2.2 Options considered  
N/A

2.3 Consultation  
N/A

2.4 Financial Implications  
N/A

2.5 Legal Implications  
N/A

### **Section 3: Background Documents**

All documents are available on request:

1. Contract Procedure Rules
2. Procurement Strategy
3. Small Business Friendly Concordat
4. Waiver Log

**Waivers - April 2006**

Waiver No.	Date signed	Officer/Approver	Supplier	Nature of Goods/Service	Reason for Waiver	Reason type	Order value (£)
<b>BUSINESS DEVELOPMENT</b>							
WA460	06-Apr-06	Paul Najsarek	MORI Social Research Institute, Mori House, 79-81 Borough Road, London, SE1 1FY	Harrow Quality of Life Survey 2006 - 3 year contract	Survey required for the LAA by Harrow Strategic Partnership for annual reporting to Central Government. MORI conducted last years survey allowing for comparative analysis and a reduction in cost due to minimal set-up costs.	C	£31,800.00
<b>PEOPLE FIRST</b>							
WA433	24-Apr-06	Andrew Trehern	Harrow Churches Housing Association, Penn House, 16 Peterborough Road, Harrow, HA1 2BQ	HIV / Aids Housing Purchase scheme	The requirement is for a registered social landlord which has limited the market. After a number of interested parties were invited to a workshop/presentation to explain the service required, only three parties were interested in pursuing the tender process, and subsequently, only one RSL submitted a tender. The RSL has the skills and experience to undertake the project.	T	£1,900,000.00
WA467	24-Apr-06	Penny Furness Smith	Northern Housing Consortium, Websters Ropery, Deptford Terrace, Deptford, Sunderland, Tyne and Wear, SR4 6DJ	Telecare equipment (Assistive Technology) and consultancy services	The NHC have run a full EU procurement process to appoint 2 suppliers able to supply equipment. Harrow will engage Tunstall Ltd. Current resources don't allow Harrow to run a full EU process which will meet timing requirements.	C	£300,000.00
WA479	24-Apr-06	Penny Furness Smith	The National Development Team, Hill View business Park, Old Ipswich Road, Claydon, Ipswich, IP6 0AJ	Training and Development: 1. Person Centred Planning Training - Facilitators, 2. Action Learning Sets - Day Service and Residential Staff. 3. Modernising Day Services.	The National Development Team are a specialist organisation that have extensive and valuable experience of working with the local authorities on modernisation projects across Britain.	C	£31,800.00

WA481	20-Apr-06	Allen Gibbons	Dell Corporation Ltd, Pugh Computers Ltd	ICT Equipment and software to provide the Learning Gateway for the Harrow Collegiate. The Learning Gateway will provide a virtual learning environment for students and a collaboration environment for staff which can be accessed from any computer connected to the internet.	Equipment and software to link with that existing at Harrow College. Timescale required for this project can be met by suppliers. Saving on VAT can be achieved if orders are placed by Harrow Council.	C	£89,861.97
<b>URBAN LIVING</b>							
WA486	05-Apr-06	Andrew Trehern	Quadrant Video Systems	CCTV Cameras - following an attack on member of staff, Cllr Burchell approved placement of additional CCTV cameras	Via the EU processes, the contractor has been awarded the contract to build the new CCTV control room. The proposed additions will need to link in with the proposed system.	C	£45,000.00

### **Waivers - May 2006**

Waiver No.	Date signed	Officer/Approver	Supplier	Nature of Goods/Service	Reason for Waiver	Reason type	Order value (£)
<b>BUSINESS DEVELOPMENT</b>							
WA491	23-May-06	Myfanwy Barrett	Hymans Robertson LLP, 20 Waterloo Street, Glasgow, G2 6BD	Continued specialist actuarial services and investment advice for the Harrow Pension Fund	Hymans-Robertson LLP has been providing specialist actuarial services and investment advice to the Harrow Pension Fund for many years on an ad hoc basis. This is now being formalised for 2006/7 and 2007/8 as it is not feasible to action a full tender in the current year, due to the requirement for their support in tenders for Private Equity and Currency Management. The requirement for a full tender for specialist actuarial services and investment advice will be reviewed in 2006/7	C	£60,000.00
<b>PEOPLE FIRST</b>							
WA492	23-May-06	Penny Furness Smith	Marie Bergan	Consultant Interim Manager	Timescales and competences required do not allow for compliance with Contract Procedure Rules	C	£20,925.00

WA489	08-May-06	Paul Clark	PDS Consultancy, 22 Richmond Close Ware Herts	The Consultant is required to provide strategic challenge and development to the new Children Services Management Team.	The contract is required with a specific consultant who has a proven track record and of working with senior managers at group manager level and above to influence and develop intergrated leadership and Management.	C	£10,000.00
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**URBAN LIVING**

WA488	22-May-06	Andrew Trehern	Planning Aid for London	Facilitating public meeting on the Local Development Framework - Specialist consultancy service - for an event on the 24th of May'2006	Planning Aid for London provides free specialist independent professional help, advice and support to community groups or individuals who cannot afford to hire a planning consultant, and complements the work of local authorities.	C	£1,800.00
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**Waivers - June 2006**

Waiver No.	Date signed	Officer/Approver	Supplier	Nature of Goods/Service	Reason for Waiver	Reason type	Order value (£)
<b>CHIEF EXECS</b>							
WA490	22-Jun-06	Graham Jones	Donaldsons LLP, 48 Warwick Street London, W1b 5NL	Accommodation Strategy - consultancy advice	Donalsons is a current contractor Short timescales do not allow for tenders, CMT approved this route	C	£65,000.00
<b>PEOPLE FIRST</b>							
WA477	09-Jun-06	Geoff Wingrove	Wintersgill	Wintersgill consultancy to undertake a refurbishment project at Pinner Wood First and Middle Schools following amalgamation of the schools, to provide joint admin facilities, joint staff facilities and one Headteachers office.	Wintersgill have carried out the initial feasibility study and developed Phase 1 of the proposed amalgamation works to tender stage. Fees are comparable to other architects currently engaged on similar projects. They have previously worked successfully on other school projects for this authority.	C	£73,750.00
WA493	15-Jun-06	Paul Clark	Paralogic Networks Ltd ,Units 20 Bridgegate Buisness Park, Gatehouse Way, Aylesbury, Bucks HP19 8XN	To provide a robust, resilient and fully flexible IT infrastructure that will replace the existing set-up and provide the Grange Middle School with a system that meets all current and future IT requirements	Compatibility with current IT system and time scales	C	£18,000.00

WA496	22-Jun-06	Myfanwy Barrett	Partners in Education Ltd	Continuation of support to complete capital projects, Primary reorganisaion and amalgamation, Neighbourhood Resource Centres, LIFT/PFI, Bessborough Rd Residential facility replacement and Kenton Learning Centre.	This is a continuation of a support already in place. Work is very specialised and will be charged to existing capital programme. Existing contract based on lowest of 3 written quotations.	C	Extension of Contract 31/08/06 20K until 31/12/06 20K
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**URBAN LIVING**

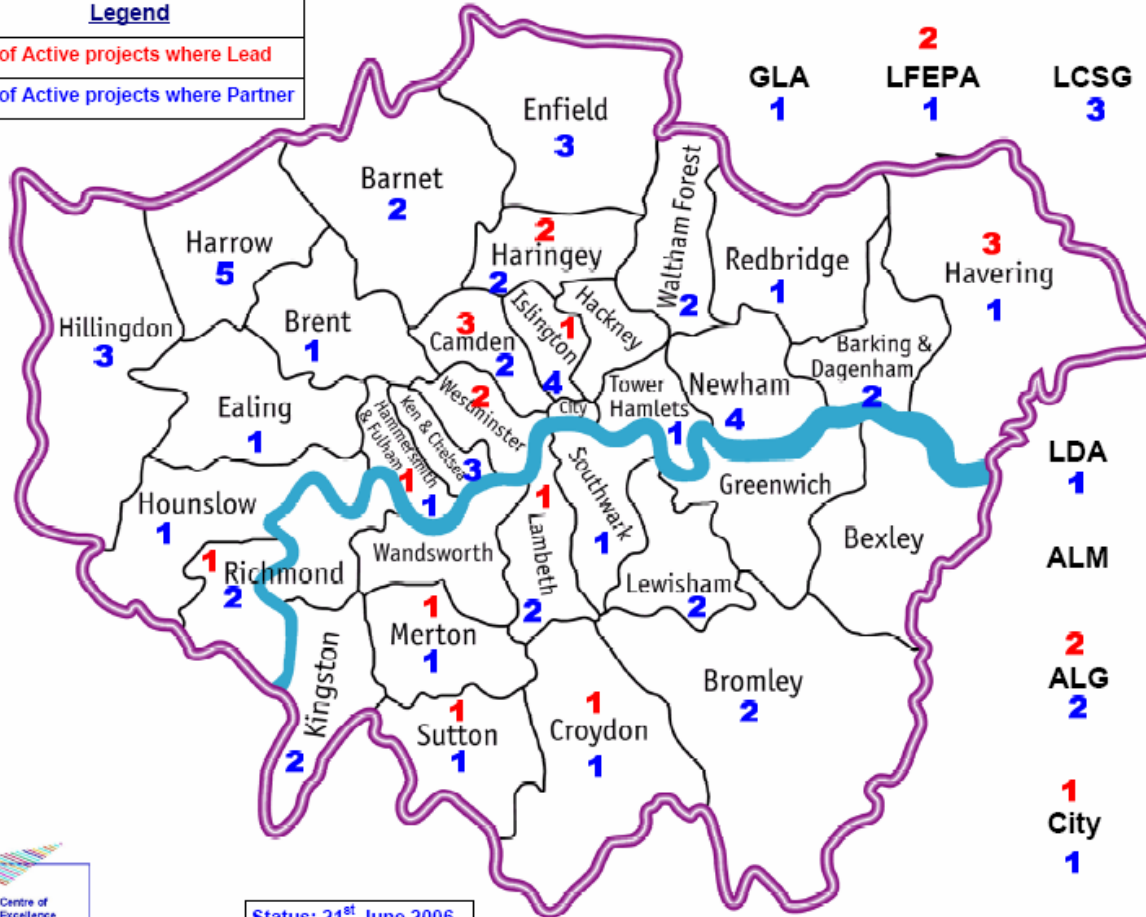
WA494	05-Jun-06	Andrew Trehern	Radways Doors & Windows Ltd	Window and door replacements within the London Borough of Harrow	The procurement exercise has been conducted in line with the EU legislation (by the London Housing Consortium) and in collaboration with other London Boroughs. Harrow receive a rebate on annual spend greater than £2m.	C	£1,600,000.00
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Waivers fall under two categories:

(1) Technical reasons (T) (Where officers have complied with Contract Procedure Rules, but due to reasons outside of their control, are unable to satisfy the Council's requirements), i.e. lack of competition in the market where the appropriate number of tenders were issued, but only one or two suppliers submitted bids; or a scenario where the supplier may submit the tender late, but the Council wishes to still include the supplier therefore increasing and ensuring competition.

(2) Commercial reasons (C) (Where officers have failed to comply with the Contract Procedure Rules by not approaching the correct number of suppliers for certain procurements), e.g. a purchase between £50,000 and £100,000 requires officers to receive three tenders, but officers may have only approached one or two suppliers; or a scenario where urgent works do not allow time to conduct a procurement exercise, therefore we call on known suppliers to the authority to deliver the services or works.

Legend
No. of Active projects where Lead
No. of Active projects where Partner



Status: 21<sup>st</sup> June 2006