

## Procurement Board

Dear Member,

You are invited to attend the meeting of the Procurement Board to be held as follows for the transaction of the business indicated.

Miranda Carruthers-Watt  
Proper Officer

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**DATE:** Wednesday, 6 February 2019

**TIME:** 10.00 am

**VENUE:** The Boardroom, Salford Civic Centre, Chorley Road, Swinton

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**In accordance with 'The Openness of Local Government Bodies Regulations 2014,' the press and public have the right to film, video, photograph or record this meeting.**

### AGENDA

- 1 **Apologies for absence**
- 2 **Declarations of interest**
- 3 **To approve, as a correct record, the minutes of the meeting held on 23 January 2019** (Pages 1 - 4)
- 4 **Matters arising**
- 5 **Decision items - Part 1 (open to the public)**
  - 5a Request for Approval - Contract Award - Storage Area Network Refresh and Maintenance (Pages 5 - 10)
  - 5b Request for Approval - Exception to Contractual Standing Orders - Contract Award - Car Club Scheme (Pages 11 - 118)
- 6 **Any other business - Part 1 (open to the public)**
- 7 **Exclusion of the public**
- 8 **Decision items - Part 2 (closed to the public)**
  - 8a Request for approval - Contract award - Security staffing (Pages 119 - 126)
  - 8b Request for Approval - Exception to Contractual Standing Orders - Contract Extension - Connexions (Pages 127 - 138)
- 9 **Date and time of next meeting**

Wednesday 23 February 2019 at 10:00 a.m. in the Boardroom,  
Salford City Council, Civic Centre, Chorley Road, Swinton, M27 5DA.

Contact Officer:  
Carol Eddleston, Senior Democratic Services  
Advisor

Tel No: 0161 793 3316  
E-Mail: [carol.eddleston@salford.gov.uk](mailto:carol.eddleston@salford.gov.uk)

# Agenda Item 3

## PROCUREMENT BOARD

23 January 2019

Meeting commenced at: 10:04 a.m.

Meeting ended at 10:36 a.m.

PRESENT: Councillor Hinds (in the chair) and Merry

IN ATTENDANCE:	Jackie Ashley	Senior Project Manager
	Rebecca Bibby	Head of Starting Life Well
	Shaun Clydesdale	Bridgewater Co-ordinator
	David Fielding	Early Help Locality Manager
	Paul Gill	Senior Development Manager
	Chris Hesketh	Head of Financial Management
	Michael Jolley	Graduate Trainee
	Paul Nugent	Head of Strategic Procurement
	Perry Twigg	Urban Design Manager
	Carol Eddleston	Senior Democratic Services Advisor

### 1. APOLOGIES FOR ABSENCE

Apologies for absence were submitted on behalf of Councillor Boshell and City Mayor Paul Dennett.

### 2. DECLARATIONS OF INTEREST

There were no declarations of interest.

### 3. MINUTES OF PROCEEDINGS

The minutes of the meeting held on 16 January 2019 were approved as a correct record.

### 4. MATTERS ARISING

There were no matters arising.

## **ITEMS FOR DECISION – PART 1**

### 5. REQUEST FOR APPROVAL – CONTRACT AWARD – STORAGE AREA NETWORK REFRESH

It was reported that this item was to be deferred to the 6 February meeting.

### 6. REQUEST FOR APPROVAL – CONTRACT AWARD – BROOKHOUSE CHANGING ROOMS

Consideration was given to a report of the Strategic Director Place seeking approval to award the contract for improvement works at Brookhouse Changing Rooms.

It was confirmed that the variance from the revised pre-tender estimate would be funded by the Football Foundation grant if our application was successful.

RESOLVED, THAT: a 16 week contract be awarded to Schofield and Sons Ltd, for the improvement works to Brookhouse Changing Rooms, with a total value of £370,520.00.

7. REQUEST FOR APPROVAL – EXCEPTION TO CONTRACTUAL STANDING ORDERS – CONTRACT AWARD – EARLY YEARS EDUCATOR AGENCY WORKERS FOR THE LOCAL AUTHORITY DAY NURSERIES

Consideration was given to a report of the Strategic Director People seeking approval to award a contract for the Early Years Educator Agency workers for the Local Authority Day Nurseries.

It was confirmed that agency staff were only used when absolutely necessary and the council was endeavouring to fill vacancies via full-time contracts wherever possible. Salford Supply Desk however was a local company which was able to provide specialist, good quality staff when needed.

RESOLVED, THAT: a 12 month contract be awarded to Salford Supply Desk & Others, for the provision of Early Years Educator Agency Workers, with a total value of £350,000.00.

8. REQUEST FOR APPROVAL – APPOINTMENT THROUGH CAPPS CONSTRUCTION AND PROFESSIONAL SERVICES FRAMEWORK OR STAR PROCUREMENT FRAMEWORK – TWO PROJECT AND PROGRAMME MANAGERS TO TAKE A CLIENT LEAD ON GRANT FUNDED INFRASTRUCTURE PROJECTS

Consideration was given to a report of the Strategic Director Place seeking approval to appoint two project and programme managers through the CAPPS Consultancy Framework or STaR Procurement Framework to take a client lead on grant funded infrastructure projects.

It was confirmed that these appointments would be cost neutral to the council in the long run as the funding for these posts could be reclaimed from the grant funding body (Greater Manchester Combined Authority).

RESOLVED, THAT: authority be granted to appoint two appropriately skilled consultant project and programme managers through either the CAPPS Construction and Professional Services Framework or STaR Procurement Framework to provide support in connection with the City Council's growing workload of grant funded infrastructure projects, initially for a 12 month period.

9. REQUEST FOR APPROVAL – EXCEPTION TO CONTRACTUAL STANDING ORDERS – CONTRACT AWARD – CONSTRUCTION AND INSTALLATION OF A SALFORD FIRSTS SCULPTURE IN BEXLEY SQUARE

Consideration was given to a report of the Strategic Director Place seeking an exception to Contractual Standing Orders to allow a contract to be awarded for the construction and installation of a Salford Firsts sculpture in Bexley Square.

It was confirmed that this project would be funded by a Section 106 developer payment for works to public realm, infrastructure and heritage.

RESOLVED, THAT:

- (1) An exception to Contractual Standing Orders be approved in accordance with paragraph 3.1 for value for money reasons, and
- (2) A six month contract be awarded to Emma Rodgers, for the construction of a Salford Firsts sculpture to be installed in Bexley Square, with a value of £49,456.21.

#### 10. REQUEST FOR AUTHORISATION – CADISHEAD WAY RELIEVING SLAB PROTECTION WORKS

Consideration was given to a report of the Strategic Director Place seeking authorisation of expenditure for the implementation of the Cadishead Way Relieving Slab Protection Works. This was required following identification of significant scour adjacent to the interface of the relieving slab construction and standard carriageway construction and the rear of the adjacent sheet pile retaining wall to the south of the structure.

It was accepted that there would be some disruption for motorists with a lane closure but this would be mitigated by the works commencing during half-term and the use of two-traffic lights manned at all times.

Officers were looking into whether there might have been any inadequacies in the original specification, delivery or sign-off.

RESOLVED, THAT:

- (1) A six week contract be awarded to Urban Vision Highway Services, for the delivery of the Cadishead Way Relieving Slab Protection Works, at a target price of £216,121.00, and
- (2) The payment of professional fees of £30,433.58 to Urban Vision Professional Services be approved for Design, Supervision and CDM duties associated with the works at (1) above.

#### 11. REQUEST FOR APPROVAL – EXCEPTION TO CONTRACTUAL STANDING ORDERS – CONTRACT AWARD – CAR CLUB SCHEME

It was reported that this item was to be deferred to the 6 February meeting.

#### 12. DATE OF NEXT MEETING

10:00 a.m. on Wednesday 6 February 2019 in the Boardroom, Civic Centre, Salford City Council, Chorley Road, Swinton, M27 5DA.

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Part 1	ITEM NO.
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**REPORT OF**  
**The Strategic Director for Service Reform**  
**TO**  
**Procurement Board**  
**ON**  
**6<sup>th</sup> February 2019**

**TITLE:** Approval to Award the Contract Storage Area Network Refresh

**RECOMMENDATION:**

That Procurement Board

Approve the award of the Contract for refresh of the Council’s storage area network and maintenance as detailed below

Detail required	
<b>Title/Description of Contracted Service/Supply/Project</b>	Storage Area Network Refresh
<b>Name of Successful Contractor</b>	ANS Group Limited
<b>Supplier Registration Number</b> <i>(to be supplied by Corporate Procurement)</i>	1569256
<b>Type of organisation</b> <i>(to be supplied by Corporate Procurement)</i>	Private Limited Company
<b>Status of Organisation</b> <i>(to be supplied by Corporate Procurement)</i>	Non-SME
<b>Contract Value</b>	£409,101.17   Full Project
<b>Contract Duration</b>	36 months
<b>Contract Start Date</b>	21/01/2019
<b>Contract End Date</b>	20/01/2022
<b>Optional Extension Period 1</b>	0 months
<b>Optional Extension Period 2</b>	months
<b>Who will approve each Extension Period?</b>	Choose an item.
<b>Contact Officer (Name &amp; number)</b>	Jon Burt
<b>Lead Service Group</b>	Customer & Support Services

<b>How the contract was procured?</b> <i>(to be supplied by Corporate Procurement)</i> <b>Framework Details (where applicable)</b> <i>(Procurement Body, Framework Reference &amp; Title, Start/End Dates, Hyperlink, etc.)</i> <b>Funding Source</b>	Framework Call-off (Mini Competition)
	Crown Commercial Services Technology Products 2 (RM 3733) framework
	Capital Programme

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**EXECUTIVE SUMMARY:**

The purpose of this report is to seek approval for the award of the above mentioned contract.

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**BACKGROUND DOCUMENTS:**

Report to Procurement Board 18<sup>th</sup> October 2017 stating planned procurement activities Appendix B

2018/19 Capital Programme Report

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**KEY DECISION:**

Yes

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**DETAILS:**

1. **Background.**

The Storage Area Network stores all data held by the City Council and organisations supported by SCC ICT Services. This includes user files, servers and system data for all services, therefore this is a critical element of the ICT Data Centre infrastructure.

The current platform had a similar refresh 3 years ago with the original platform installed in 2012 as part of a wider total transformation of the Data Centre infrastructure. The partial refresh allows for new controllers and End of Support elements to be changed whilst keeping the majority of the disk drives in place and purchasing support and maintenance up front. This attracts larger discounts from the manufacture than simply extending the maintenance agreements breaking even after two years typically.

SCC ICT Services are currently architecting the next generation of Data Centre infrastructure which will based on a migration to Public Cloud, this will likely take at



least three years to migrate to therefore the refresh of the storage area network within the data centre is required to support the current architecture.

## **2. The Procurement Process**

All quotations have been sourced from the Crown Commercial Services framework, Lot 1 (Hardware) Technology Products 2 (RM 3733).

All 29 companies on Lot 1 were invited to submit bids through the Chest, and 1 bid was received.

The evaluation was split as 50% on price and 50% on quality, and the final scores were attributed as follows;

<b>Name of Bidder</b>	<b>% Quality score 50%</b>	<b>% Price score 50%</b>	<b>%Overall Score 100%</b>
<b>Bidder 1</b>	41.0%	50%	91.0%

The single supplier exceeds the minimum score stipulated in the tender documentation and is the incumbent supplier alleviating any capability concerns.

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KEY COUNCIL POLICIES: N/A

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EQUALITY IMPACT ASSESSMENT AND IMPLICATIONS: N/A

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ASSESSMENT OF RISK: The risk of not proceeding with this purchase is that the City Council will be running the storage platform with no maintenance agreement in place or unable to extend maintenance for some elements of the platform in the next financial year

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SOURCE OF FUNDING: The storage area network refresh will be sourced from the data centre refresh capital programme bid.

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LEGAL IMPLICATIONS Tony Hatton, Principal Solicitor, tel. 219 6323

When commissioning contracts for the procurement of goods, services, or the execution of works, the Council must comply with the Public Contracts Regulations 2015 (PCR) and its own Contractual Standing Orders (CSO's), failing which a contract may be subject to legal challenge from an aggrieved provider. The proposed award of the contract follows a tender exercise by mini competition in accordance with the process set out in the Crown Commercial Services Technology Products 2 (RM 3733) framework, which itself was procured in accordance with CSO's, which will help to ensure that the risk of challenge to the award of contract to ANS Group Limited is minimal and that any challenge, should it materialise, is extremely unlikely to be successful.

The purpose of a framework agreement is to select through a procurement/evaluation process a number of providers who can meet the service requirements of the Council, as and when those services are required. If they are required then the Council will undertake an exercise to call off the services from one or more of the providers who have been selected to be on the framework and this may be through any number of ways such as mini-competition or direct allocation, depending on the circumstances. A contract will then be formed between the Council and the chosen provider/s.

The Council will need to have followed the procedure set out in the framework agreement to ensure the procurement process is compliant. In any event only one tender was received from framework suppliers for this project, which has been evaluated in accordance with published criteria resulting in the proposed award of the contract to ANS Group Limited. The procurement procedures therefore appear robust and compliant with the requirements of CSO's and PCR.

Legal Services will assist with preparing any contractual documentation upon receipt of instructions to ensure the Council's position and interest are protected.

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FINANCIAL IMPLICATIONS Submitted by: Joanne Garvin Ext 2793

The funding is expected to come from the current capital Technology Refresh programme for 2018/19, It is anticipated that expenditure will be within the programmed level.

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PROCUREMENT IMPLICATIONS: Submitted by: Emma Heyes, Category Manager, The Corporate Procurement Team ext 6243

This procurement was run through a mini-competition under Lot 1 Hardware of the Crown Commercial Services Technology Products 2 (RM 3733) framework, which commenced on 31<sup>st</sup> October 2016 and expires on 30<sup>th</sup> October 2019.

The framework is fully compliant with the Public Contracts Regulations 2015, and a mini-competition was held between the 29 suppliers on Lot 1, and all suppliers were invited to bid via The Chest.

The mini-competition was initially advertised in September however only one bid received by the closing date. It was advertised for a second time in October giving bidders more time to respond, however unfortunately there was still only one bid submitted.

The bid received was evaluated using the published award criteria as outlined in the invitation to tender documents.

The tender process followed is complaint with Salford City Council's Contractual Standing Orders

A 10-day standstill period should be given to allow for any challenge to the award decision.

Once the final award has been made, the CCS framework call-off contract will need to be completed with assistance from legal services, as the value of the contract is above £75k the contract will need to be sealed.

OTHER DIRECTORATES CONSULTED: N/A

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CONTACT OFFICER: Jon Burt

TEL. NO. 607 1983

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WARD(S) TO WHICH REPORT RELATE(S): N/A

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*Part 1 – Open to the public	ITEM NO.
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REPORT OF  
The Assistant Director for HR & OD  
TO  
The Procurement Board  
ON  
6 February 2019

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TITLE: Approval for an exception to contractual standing orders to award a contract for provision of a car club scheme

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**RECOMMENDATION:**

That the Procurement Board

- (1) Approve an exception to Contractual Standing Orders in accordance with Paragraph 3.1 as follows:
- Where the council can demonstrate that an integrated or strategic approach to procurement is being implemented and there is a requirement to align services or contracts to co-terminus end dates.
  - There are value for money reasons justifying an exception.

Approve the award of the contract for provision of a car club scheme as detailed in the table below:

Detail required	
Title/Description of Contracted Service/Supply/Project	Provision of car club scheme
Name of Successful Contractor	Co-Wheels Car Club Community Interest Company
Supplier Registration Number <i>(to be supplied by Corporate Procurement)</i>	<b>6512325</b>
Type of organisation <i>(to be supplied by Corporate Procurement)</i>	Other

<b>Status of Organisation</b> <i>(to be supplied by Corporate Procurement)</i>	SME	
<b>Contract Value</b>	£177,599.90	Per Annum (estimated average)
<b>Contract Duration</b>	6 months	
<b>Contract Start Date</b>	01/05/2019	
<b>Contract End Date</b>	31/10/2019	
<b>Optional Extension Period 1</b>	6 months	
<b>Optional Extension Period 2</b>	0 months	
<b>Who will approve each Extension Period?</b>	Procurement Board (extension > £150k)	
<b>Contact Officer (Name &amp; number)</b>	Joseph Pendlebery	
<b>Lead Service Group</b>	Service Reform	
<b>Reason for CSO Exception</b> <i>(select all that apply)</i>	Where the Council can demonstrate that an integrated or strategic approach to procurement is being implemented and there is a requirement to align services or contracts to co-terminus end dates	
	There are value for money reasons justifying a CSO Exception	
<b>Funding Source</b>	Revenue Budget	

- (2) Note that prior to the end of the period of time covered by the exception as indicated in 2 above, the Strategic Director will determine whether the service is to be decommissioned or, in consultation with the Corporate Procurement Team, will agree to undertake a compliant procurement process to re-let the contract by the end of the exception period.

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#### EXECUTIVE SUMMARY:

The purpose of this report is to request an exception to Contractual Standing Orders to approve the award of a contract for the provision of a car club scheme to provide car club services in Salford.

The purpose of the extension is to:

- Allow partners organisations (TFGM, Salford Royal Foundation Trust, Stockport Council and Trafford Council) time to develop their individual Employee Car Club schemes and explore entering into a joint procurement exercise with Salford Council.
- Allow time to engage with the whole workforce in reviewing the current scheme and adopt a co-production approach to the development of a new scheme so it meets the needs of all of our employees and maximises on the benefits through increased take up.
- Allow the market time to develop the infrastructure needed for a successful scheme (based on early market testing on the needs of the organisation to date).

This award will give the time needed to develop a scheme that meets our business travel needs as part of the wider sustainable travel plan, allow the Council to maximise the financial benefits through a procurement collaboration, increase the impact of carbon emissions reductions not only for Salford City Council but for the employees of TFGM, Salford Royal Foundation Trust, Stockport Council and Trafford Council benefiting the wider GM population.

This current scheme will continue to provide the city with a car club service and fulfil part of the corporate business travel requirements for employees whilst reducing carbon emissions for the council and its employees by increasing miles travelled in low and no emission vehicles.

Once the review has been concluded a future paper will be submitted to Procurement Board regarding the tendering for the provision of a Car Club scheme and the appointment of a new supplier(s).

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#### BACKGROUND DOCUMENTS:

Signed Contract

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#### KEY DECISION: Yes

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#### DETAILS:

Car club schemes are becoming an increasingly popular and legitimate method of reducing both the employer and employee travel liabilities. A car club allows an employee to reduce and remove their reliance on traveling to and for work in their own vehicle and removes the need for an employee to own, insure and service a personal vehicle for business and commuting requirements.

Car Clubs can also be good for everyone including our local residents by directly contributing to reducing carbon emissions. Under our current scheme all business miles travelled by employees in the club are in low or no emission vehicles which has saved 31.57 carbon tonnes with Car Club vehicles.

Our current scheme is also available to residents with 31 vehicles available during evenings, overnight and weekends with an additional 8 vehicles available to residents at any time. This gives both employees and residents the opportunity to use a vehicle only when needed, without the cost of owning, maintaining and running their own vehicle.

The current contract for the provision of a car club is with a community interest company, Co Wheels, and has been in place for the last four years. The contract has been successful in achieving benefits for both employees and the Council including the delivery of carbon emissions savings for the Council of 83.3 carbon tonnes over a 3 year period.

The scheme and company has been successful in offering Salford City Council an innovative and effective way in which to undertake business travel in new, fully maintained vehicles. In addition, it allows drivers with higher insurance premiums (in particular young/new drivers) to use a safe and environmentally friendly vehicles.

In 2017, council employees drove 64,290 miles in 31 car club vehicles at a cost to the council of £174,349.

The mileage demonstrates that the scheme is popular with employees and could be successful in helping to achieve budget savings and achieve our sustainable travel ambitions. The capacity of any one vehicle is approximately 4,000 miles per year with a current utilisation of 52% there is an opportunity to further engage with the workforce to increase this even further and maximise the benefits of such a scheme.

Using the car club at full capacity would cost an additional £6,055 in fuel and electric costs but an additional £31,171 could be saved from the converted grey fleet mileage claims. Therefore the total estimated potential savings per year from using the car club at full capacity would be £25,115.88.

Our relationship with Co Wheels has been successful with the community interest company working with the Council during the contract period to improve and adapt to meet our needs for example waiving of charges linked to out of contract usage and increasing fleets to meet the needs of the organisation and specific services.

Initial soft market testing has taken place with potential suppliers which has identified that the technological requirements needed for a new and enhanced scheme are not currently available. The extension of the current contract would allow Salford Council to award a new contract with a sufficient implementation time to be able to work with the winning provider to develop the technical infrastructure to meet our needs in relation to an adaptive booking system, integration with our payroll systems and booking systems that prompt user behaviour change in line with our sustainable travel ambitions. Current estimates for this type of system development is up to six months.

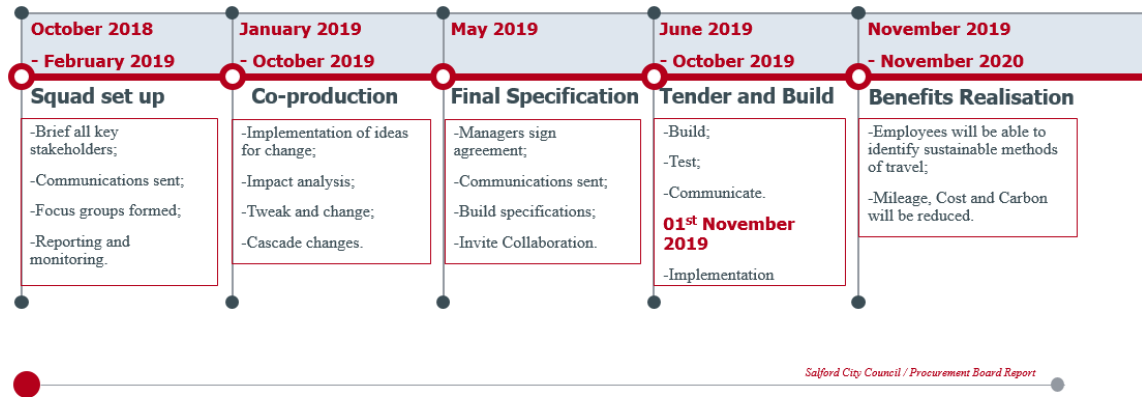
The Council has been working with a number of other partner organisations (TFGM, Salford Royal Foundation Trust, Stockport Council and Trafford Council) to develop a collaborative approach to the procurement of a Car Club provider. This extension will give the organisations above time to develop their individual Employee Car Club schemes and explore a joint procurement exercise with Salford Council. This will give Salford Council the opportunity to realise best value for money through a joint procurement approach.

Whilst the current scheme has been successful with employees currently using the scheme we need to be able to engage with more of the organisation to maximise the benefits such a scheme brings. In line with our established approach of co-design the extension will allow further time to engage with the whole workforce to develop a scheme that meets service and individual needs. This approach will ensure the new scheme meets the needs of a changing workforce, maximise take up and any return on investment, increase ownership of the scheme, ensure a 'best fit' solution for the



Council.

**Salford City Council** **Sustainable Travel**  
*Car Club Improvement & Procurement Timeline*



**Conclusion:**

It is recommended to approve an exception to Contractual Standing Orders in accordance with Paragraph 3.1 and approve the award of the contract for the Provision of Car Club Scheme.

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**KEY COUNCIL POLICIES:**

Sustainable travel plan.

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**EQUALITY IMPACT ASSESSMENT AND IMPLICATIONS:-**

Not applicable.

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**ASSESSMENT OF RISK:**

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**SOURCE OF FUNDING:**

Revenue funding

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**LEGAL IMPLICATIONS:** Supplied by: Tony Hatton, Principal Solicitor Legal Services (01612 196 323)

It is an established principle that an existing public contract is capable of being extended, and the Council's Contractual Standing Orders (CSO') also allow for contract extensions to be made by approval by Procurement board. When commissioning contracts for the procurement of goods, services or works the Council must comply with the requirements of the Public Contracts Regulations 2015 (PCR) and its own Contractual Standing Orders (CSO's) and Financial Regulations. There is always a risk that any extension, unless provided for in the initial tender and award of a contract, could be subject to challenge by an aggrieved provider on the basis that it ought to have been put out to tender and advertised in accordance with public contract regulations.

The proposed extension may be challenged, although highly unlikely in this instance, if it is seen as a way of avoiding the operation of procurement rules. The risk of challenge increases in tandem with the value and proposed length of the extension. In this instance, as noted in the report, the value of the proposed extensions is relatively low, with a short term. It could be argued that these proposals are merely a delay in the competitive process, not avoidance, whilst the Council looks to undertake a review exercise to encompass AGMA, GMCA and TfGM requirements, to be followed by a compliant procurement process to develop a clear, fair and transparent process after the six month extension period.

Bearing in mind that the Council is under a best value duty to carry out its functions economically, efficiently and effectively with the objective to achieve value for money in all public procurement, it would be argued that running a full procurement exercise in the interim will not achieve value for money for the reasons presented. The contract extension with the existing provider with proven ability to meet the requirements of the Council would be argued to be more cost effective and efficient under the circumstances.

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FINANCIAL IMPLICATIONS: Supplied by: Joanne Garvin, Finance Officer Level 2 (Ext. 2873)

Total expenditure on the scheme for 2017/18 was £174,349. In addition to the costs of the scheme, essential and casual car user payments continue to be made within the Council. In 2017/18 expenditure relating to essential car user lump sum and essential/casual user mileage claims was £205,575 and £448,314 respectively. The car club scheme is part of the wider green wheels programme that has resulted in a reduction of £143,464 in car user payments from £797,353 in 2014/15 to £653,889 in 2017/18.

There has been a net cost in year of £30,885, as opposed to previous years where savings have been achieved.

A breakdown of car user payments (lump sum and mileage) from 2014/15 to 2017/18 (excluding expenditure related to the ICO) is shown below:-

<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>Saving</b>
Actual	Actual	Actual	Actual	

£797,353	£702,801	£625,089	£653,889	£143,464
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PROCUREMENT IMPLICATIONS: Supplied by: Deborah Derbyshire, Category Manager Level 2 (Ext. 6244)

The constitution allows Procurement Board to approve exceptions to contractual standing orders for reasons outlined within the above report. There is always a risk of a challenge by aggrieved providers when contracts are not openly advertised but as this is only for a potential six month period the risk is relatively low.

The procurement team will work with Human Resources to determine the best and appropriate procurement process going forward.

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OTHER DIRECTORATES CONSULTED:

Peter Openshaw, Assistant Director Environment & Community Safety and Regulatory & Client Services (Ext. 3050)

Lee Evans, Transport Engineer Infrastructure, Place Directorate (Ext. 3801)

Michael Hemingway, Principal Officer Climate Change, Environment Policy Team, Place Directorate (Ext. 3209)

David Horsler, Head of Service, Property & Estates, Urban Vision (Ext. 6994)

Paul Nugent, Strategic Head of Procurement, Service Reform Directorate (Ext. 6246)

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CONTACT OFFICER: Joseph Pendlebery, HR & Payroll Advisor (Ext. 8604)

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WARD(S) TO WHICH REPORT RELATE(S):

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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**PUBLIC INTEREST TEST – CHECKLIST**  
**Schedule 12A Local Government Act 1972**

**Name of Report: Security Staffing  
Tender**

**Committee: Corporate Procurement  
Board**

**Date: 06.02.19**

**Category of exemption applied: Category 4**

**Public Interest Test Questionnaire**

This is not a definitive list. However, it does provide a series of questions that you should ask yourself when recommending confidentiality.

FACTORS WHICH SUPPORT DISCLOSING INFORMATION	
<b>Will disclosure help people to understand and participate in public debate about current issues?</b>	No
Will disclosure help people to understand why the Council has taken certain decisions?	No
<b>Will disclosure give the public information about the personal probity (or otherwise) of elected members or council staff?</b>	No
Will disclosure encourage greater competition and better value for money for council taxpayers?	No
<b>Will disclosure allow individuals and companies to understand decisions made by the Council that have affected their lives?</b>	No
Is the information about factors that affect public health and public safety? (NB you should be careful if considering the release of information which might adversely affect public health and safety)	No
<b>Will disclosure reveal incompetent, illegal or unethical decision-making or examples of malpractice?</b>	No
Will disclosure reveal that such maladministration has not in fact occurred?	No

FACTORS WHICH SUPPORT WITHHOLDING INFORMATION	
<b>Will disclosure damage the Council's interests without giving the public any useful information?</b>	Yes
Will disclosure damage another organisation or person's interests, without giving the public any useful information?	Yes
<b>Will disclosure give an unfair, prejudicial or inaccurate view of a situation?</b>	Yes
Will disclosure prevent the effective delivery of services without giving the public useful information?	Yes
<b>Will disclosure put the health and safety of any group or individuals at risk?</b>	No
Is there a clear and coherent reason why the community in general would benefit more from information being withheld?	Yes

<p><b>Justification of decision</b> <b>(Please provide explicit reasoning)</b></p>
<p>This report provides details in regards to commercially sensitive information which form part of a large security staffing tender. As such we have classified the report as Part 2 exempt so as to avoid making the scoring outcomes of the successful tender public prior to formal notification by Corporate Procurement.</p>

Other documents attached? No

Name and Title: Stephen Kearney

Date: 22.01.19



By virtue of paragraph(s) 4 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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**PUBLIC INTEREST TEST – CHECKLIST**  
**Schedule 12A Local Government Act 1972**

**Name of Report:** Approval for an Exception to Contractual Standing Orders – Targeted Support to Help Salford Young People (Connexions)

**Committee:** Procurement Board on 6<sup>th</sup> February 2019.

**Category of exemption applied: Category 3** Information relating to the financial or business affairs of any particular person (including the Authority holding that information)

**Public Interest Test Questionnaire**

This is not a definitive list. However, it does provide a series of questions that you should ask yourself when recommending confidentiality.

FACTORS WHICH SUPPORT DISCLOSING INFORMATION	
<b>Will disclosure help people to understand and participate in public debate about current issues?</b>	no
Will disclosure help people to understand why the Council has taken certain decisions?	yes
<b>Will disclosure give the public information about the personal probity (or otherwise) of elected members or council staff?</b>	no
Will disclosure encourage greater competition and better value for money for council taxpayers?	no
<b>Will disclosure allow individuals and companies to understand decisions made by the Council that have affected their lives?</b>	yes
Is the information about factors that affect public health and public safety? (NB you should be careful if considering the release of information which might adversely affect public health and safety)	no
<b>Will disclosure reveal incompetent, illegal or unethical decision-making or examples of malpractice?</b>	no
Will disclosure reveal that such maladministration has not in fact occurred?	no

FACTORS WHICH SUPPORT WITHHOLDING INFORMATION	
<b>Will disclosure damage the Council's interests without giving the public any useful information?</b>	Yes
Will disclosure damage another organisation or person's interests, without giving the public any useful information?	Yes
<b>Will disclosure give an unfair, prejudicial or inaccurate view of a situation?</b>	Yes
Will disclosure prevent the effective delivery of services without giving the public useful information?	No
<b>Will disclosure put the health and safety of any group or individuals at risk?</b>	No
Is there a clear and coherent reason why the community in general would benefit more from information being withheld?	No

<b>Justification of decision (Please provide explicit reasoning)</b>
The report contains information on the future of the Connexions service and is related to current negotiations with the provider regarding proposed budget savings. The budget position will need to be resolved and agreed before the results can be published.

Other documents attached? No

Name and Title: Alison Burnett, Head of Skills and Work

Date: 6.02.19

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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