

Status of Report: Public

Meeting: Corporate Governance Committee

Date: 23 July 2024

Subject: Procurement Annual Report

Report by: Callum Faint, Chief Fire and Rescue Officer

Author: Judi Beresford, Assistant Chief Fire Officer Support

For: Information

Purpose

1. The purpose of the report is to inform the Corporate Governance Committee of procurement related activity and compliance for the financial year 2023/24.

Recommendation

2. The Committee is asked to note the summary of procurement activity in 2023/24, as required by Rule 19.2 of the Contracts Procedure Rules 2018.

Executive Summary

3. The Combined Fire Authority (CFA) agreed an updated set of Contract Procedure Rules in December 2018, this included a requirement at Rule 19.2 for the Corporate Governance Committee to receive an annual report on the following procurement activity:
 - i. EU Contract Procurement over the preceding 12 months.
 - ii. Compliance with these rules, including a summary of waivers.
 - iii. Any changes to these rules.

Background

4. Leicester City Council, led by its Head of Procurement, continued to provide strategic oversight and support at an additional charge to the CFA. This will be reviewed in light of the decision to bring the Section 112/Treasurer role in house.
5. Significant procurement activities for this reporting period are:
 - i. Replacement Fire Appliances x 7. The tender and procurement exercise concluded in 2022 through the NFCC framework for vehicles resulting in a 5 year contract with Emergency One. This is year 2 order to the value of £2.2m.

- ii. Major refurbishment of Eastern Fire Station and Market Bosworth FS for 2023/24 reporting period, which is ongoing but estimated collectively at £1.95m and were tendered through JCT terms and conditions tender processes.
 - iii. Replacement of officer vehicles x35 (Ford Kuga) of the Crown Commercial Services (CCS) framework to the value of £868,500 plus an additional £107,000 for the blue light uplift.
 - iv. Electric Toyota vans x 11 purchased via the CCS framework at a cost of £247,000.
6. There have been no Procurement Policy Notices issued since the last reporting period (July 2023).
 7. No breaches of the Contracts Procedure Rules have been identified and there has been no legal action taken against the CFA because of procurement activities.
 8. There have been no complaints received in this reporting period.

Waivers

9. The Contract Procedure Rules require a summary of waivers to be presented. During the financial year 2023/24 there have been no waivers.
10. A delegated powers certificate was recorded for the procurement of Personal Dosimeters as these are specialist equipment used in the detection of hazardous materials/chemicals purchased via a single specialist supplier for a cost of £66,760.

Report Implications/Impact

11. Legal (including crime and disorder)
 - I. The Contract Procedure Rules form part of the Constitution of the CFA, therefore, this report satisfies the Constitution requirements in relation to reporting and procurement procedures.
 - II. Each procurement process will need to follow due process in accordance with internal and legislative requirements.
12. Financial (including value for money, benefits and efficiencies)

Contracting activity on the procurement plan is a statement of intent and is subject to the necessary funding being available. The plan provides a strategic approach to achieving value for money through major procurement activities.
13. Risk (including corporate and operational, health and safety and any impact on the continuity of service delivery)

Ineffective procurement can lead to an inability to achieve value for money, efficiency, and effectiveness, is open to fraud and loss of reputation.

14. Staff, Service Users and Stakeholders (including the Equality Impact Assessment)

Procurement is used to drive wider social value, i.e. to bring about improvements in economic, social, and environmental wellbeing.

15. Environmental

There are no environmental implications arising from this report.

16. Impact upon Our Plan Objective

An effective procurement contributes to the Finance and Resources Strategy of achieving value for money and increased efficiency and effectiveness.

Officers to Contact

Callum Faint.
Chief Fire and Rescue Officer.
Callum.faint@leics-fire.gov.uk
07581188884

This page is intentionally left blank