

**Report to the Cabinet Member for Adult and Community Services, Cabinet Member for Health and Wellbeing, Deputy Leader of the County Council, and the Leader of the County Council**

**Report submitted by: Head of Service - Procurement**

**Dates: 9 November, 11 November and 16 November 2016**

**Part I**

Electoral Divisions affected:  
All

**Procurement Report – Request for Approval to Commence Procurement Exercises**

(Appendix 'A' refers)

Contact for further information:

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**Executive Summary**

This report sets out recommendations to approve the commencement of five procurement exercises for:

- (i) Design and Consultancy Service for Property Construction
- (ii) Lancashire County Council Insurance Programme
- (iii) NHS Health Check Services
- (iv) Mental Health Rehabilitation Services
- (v) Provision of Crisis Services

The procurement exercises will be undertaken by the Procurement Service in line with EU Regulations, the County Council's Procurement Rules, and as outlined in Appendix 'A' to this report.

These are deemed to be Key Decisions and the provisions of Standing Order No.25 have been complied with.

**Recommendation**

The Leader of the County Council is asked to approve the commencement of the procurement exercises as set out in Appendix 'A' of this report in respect of:

- (i) Design and Consultancy Service for Property Construction;

The Deputy Leader of the County Council is asked to approve the commencement of the procurement exercises as set out in Appendix 'A' of this report in respect of:

(ii) Lancashire County Council Insurance Programme;

The Cabinet Member for Health and Wellbeing is asked to approve the commencement of the procurement exercises as set out in Appendix 'A' of this report in respect of:

(iii) NHS Health Check Services;

The Cabinet Member for Adult and Community Services is asked to approve the commencement of the procurement exercises as set out in Appendix 'A' of this report in respect of:

(iv) Mental Health Rehabilitation Services; and

(v) Provision of Crisis Services

## **Background and Advice**

In July 2016, Full Council approved an amendment to the approval process for procurement exercises which are deemed to be Key Decisions in order to enhance the transparency and efficiency of decision making.

In line with the approved procurement rules, approval is required from the appropriate Cabinet Member to commence the five procurement exercises detailed in Appendix 'A' of this report, which are deemed to be Key Decisions.

Appendix 'A' of this report sets out the details of the individual procurement exercises, and the basis upon which the Procurement Service proposes to carry out the processes including:

- the description of the service being procured;
- the estimated annual contract value and the funding position;
- the contract duration and
- the proposed basis for the evaluation of the tender submissions received.

Where approval has been received from the Cabinet Member to undertake a tender process which is deemed to be a Key Decision, the subsequent award of the contract on the satisfactory completion of the tender exercise shall not be deemed a Key Decision and can be approved by the relevant Head of Service or Director.

On the conclusion of the procurement exercises, the details of the contract awards will be reported to Cabinet on a monthly basis and recorded on the Scheme of

Delegation recording system, in accordance with the County Council's procurement rules.

### **Consultations**

Relevant Heads of Service and key operational staff have been consulted in drawing up the proposals to undertake the procurement exercises included within this report.

### **Implications:**

This item has the following implications, as indicated:

### **Legal/Procurement**

Failure to take steps to procure new contracts and continuing with the current arrangements would contravene the County Council's procurement rules and the Public Contracts Regulations 2015, exposing the County Council to an increased risk of legal challenge. Furthermore, failure to award the contracts may result in the County Council facing difficulty in delivering these services.

### **List of Background Papers**

Paper	Date	Contact/Tel
Procurement Rules	July 2016	Rachel Tanner (01772 534904) Head of Procurement

Reason for inclusion in Part II, if appropriate

N/A