

<b>Report to:</b>	Cabinet	<b>Date of Meeting:</b>	8 March 2018
<b>Subject:</b>	The Provision of Personal Protective Equipment and Corporate Clothing		
<b>Report of:</b>	Head of Commissioning Support and Business Intelligence	<b>Wards Affected:</b>	(All Wards);
<b>Portfolio:</b>	Cabinet Member - Regulatory, Compliance and Corporate Services		
<b>Is this a Key Decision:</b>	Y	<b>Included in Forward Plan:</b>	Yes
<b>Exempt / Confidential Report:</b>	No		

### Summary:

The Purpose of this report is to secure pre-procurement approval to contribute to a Merseyside wide collaborative procurement exercise, led by Wirral Council, to secure a 4 year framework for the provision of Personal Protective Equipment (PPE) and Corporate Clothing.

### Recommendation(s):

That Cabinet

1. Approve Sefton Council's participation in a Merseyside wide collaborative procurement exercise to secure a 4 year framework for the provision of Personal Protective Equipment and Corporate Clothing.
2. Delegate authority to the Head of Commissioning Support and Business Intelligence to implement the resulting Contract within Sefton Council.

### Reasons for the Recommendation(s):

Sefton Council needs to procure substantial quantities of Personal Protective Equipment and Corporate Clothing (e.g. uniforms) for safe and effective service delivery. Procuring these goods as part of a Merseyside wide collaborative group will afford greater opportunity for Sefton to benefit from economies of scale, as has been achieved in other areas of Merseyside wide collaboration.

**Alternative Options Considered and Rejected:** (including any Risk Implications)

Sefton Council could seek to procure Personal Protective Equipment (PPE) and Corporate Clothing items on a standalone basis however this would not:

- a) Secure the economies of scale that a Liverpool City Region collaborative contract would secure; or
- b) Contribute to the aims and objectives of the Council and other Liverpool City Region authorities to procure collaboratively where it is considered advantageous to do so.

Sefton Council could seek to procure PPE and Corporate Clothing through an existing national framework. This has not been recommended as the existing national frameworks do not currently include any local companies. Establishing a LCR Framework will allow for local and national companies to compete.

**What will it cost and how will it be financed?**

**(A) Revenue Costs**

The Council currently spends circa £117,000 per annum on PPE via an existing collaboratively procured contractual arrangement. Corporate Clothing is currently not provided through a corporate contract however due to the size of the likely procurement Cabinet approval is required. The Councils future expenditure will be contained within the existing budget provision and it is hoped that such an approach will deliver savings to the current arrangement. Any savings that do materialise will contribute towards PSR10-commissioning and shared services.

**(B) Capital Costs**

N/A

**Implications of the Proposals:**

<p><b>Resource Implications (Financial, IT, Staffing and Assets):</b></p> <p>Expenditure to be funded from existing service revenue budgets</p>
<p><b>Legal Implications:</b></p> <p>The proposed contract will be procured in compliance with the 2015 Public Contracts Regulations and the Council's internal procedures.</p>
<p><b>Equality Implications:</b></p> <p>There are no equality implications.</p>

## Contribution to the Council's Core Purpose:

Protect the most vulnerable: not applicable
Facilitate confident and resilient communities: not applicable
Commission, broker and provide core services: Sefton Council requires substantial quantities of Personal Protective Equipment and Corporate Clothing (e.g. uniforms) for the safe and effective delivery of core services.
Place – leadership and influencer: not applicable
Drivers of change and reform: Maximising the opportunities for value for money through collaborative procurement is a key part of the Council's public reform programme
Facilitate sustainable economic prosperity: not applicable
Greater income for social investment: not applicable
Cleaner Greener: not applicable

## What consultations have taken place on the proposals and when?

### (A) Internal Consultations

The Head of Corporate Resources (FD5048/18.) and Head of Regulation and Compliance (LD.4332/18.) have been consulted and any comments have been incorporated into the report.

### (B) External Consultations

Consultation has taken place amongst the Procurement Officers group of the Liverpool City Region authorities in regards to the feasibility of such a framework.

## Implementation Date for the Decision

Following the expiry of the "call-in" period for the Minutes of the Cabinet Meeting

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## Appendices:

There are no appendices to this report

## Background Papers:

There are no background papers available for inspection.

## **1. Introduction/Background**

- 1.1 Authorities across the Liverpool City Region have historically collaborated in respect of the procurement of Personal Protective Equipment (PPE). Sefton Council previously took the lead role in this activity, both in 2008 and in 2012.
- 1.2 On 19<sup>th</sup> January 2017 the Cabinet Member Regulatory, Compliance & Corporate Services approved Sefton Council contributing to a Liverpool City Region collaborative procurement exercise to renew the current contract for PPE and granted delegated authority to the Head of Commissioning Support and Business Intelligence to approve the implementation of the resulting contract within Sefton.
- 1.3 Wirral Council have led on the approved procurement process but as part of that process the Liverpool City Region Procurement Officers Group has now proposed expanding the scope of the proposed procurement to also include the procurement of Corporate Clothing (e.g. uniforms) through a 4 year framework. Given the change in scope it is now necessary to secure new pre-procurement approval to the revised procurement approach.
- 1.4 Contributing Liverpool City Region authorities to the replacement contract are as follows: Wirral Council (lead authority); Sefton Council; Knowlsey Council; Liverpool City Council; St Helens Council; Halton Council; and Merseytravel.
- 1.5 The proposed period that the framework will run for is 4 years.
- 1.6 The expected contract value over a period of 4 years will exceed the EU spend threshold for goods and so in compliance with the 2015 Public Contracts Regulations the Liverpool City Region group will pursue an EU Restricted Process
- 1.7 The Liverpool City Region group will employ the Crown Commercial Services selection questionnaire within the initial selection stage of the process
- 1.8 The basis of evaluation for the Invitation to Tender stage shall be M.E.A.T. (Most Economically Advantageous Tender) taking into consideration a balance between Quality and Cost.
- 1.9 The current collaborative PPE contract period runs until 31<sup>st</sup> May 2018, an option to extend until 31<sup>st</sup> August 2018 has already been approved in the event that the pace of work dictates it is needed, however if the procurement is completed sooner then, subject to Cabinet granting approval to proceed, the new contract would commence on 1<sup>st</sup> June 2018.