

## **LONDON BOROUGH OF HACKNEY COUNCIL**

### **CABINET PROCUREMENT AND INSOURCING COMMITTEE DECISION NOTICE - 4 OCTOBER 2021**

This document outlines the decisions taken at the above Cabinet Procurement and Insourcing Committee meeting.

Unless otherwise indicated, executive decisions listed in this document will come into force and may then be implemented 5 working days after publication of this document unless the decision is called in. During that period the Director of Legal & Governance Services may call-in a decision for scrutiny if so required by no fewer than 5 Members of the Council (Part 4 of the Council's Constitution; Scrutiny Procedure Rules: Call-in Procedures).

**Date of Publication:**

5 October 2021

**Last Date for Call-In:**

12 October 2021

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**6. Unrestricted minutes of the previous meeting of Cabinet Procurement and Insourcing Committee held on 19 July 2021**

**RESOLVED:**

**That the unrestricted minutes of the Cabinet Procurement and Insourcing Committee meeting on 19 July 2021 were approved.**

**7.FCR S024 Procurement of External Print (Non Variable Data) Services via a Framework Agreement for Hackney Council's Print Team**

This item was deferred until 8 November 2021.

**8.CE S020 SEND Independent and Non-Maintained School Placements Pseudo Dynamic Purchasing System**

**RESOLVED:**

**To seek approval to establish a three year Pseudo Dynamic Purchasing System (PDPS) in compliance with the Light Touch Regime outlined in the Public Contracts Regulations 2015. The total estimated value of the PDPS across the 3 year period is £4.5m.**

## **Reasons for the Decision:**

Hackney Council aims to commission suitable high quality Independent Non Maintained Schools (INMSS) placements through effective commissioning, quality assurance processes and partnership working with key stakeholders such as service users, practitioners, other local authorities and the provider market. This is currently being achieved through due diligence checks and the implementation of the National Schools and Colleges Contract for existing providers. Officers have developed a rigorous accreditation process that all current providers are in the process of completing prior to signing up to the National Schools and Colleges Contract from the 1st October 2021. The criteria on the accreditation process includes the requirement for schools to confirm whether they recognise trade unions and if they are adhering to the Statutory School Teachers' Pay and Conditions Document (STPCD) to determine their teachers' pay and conditions, in addition to insurance checks, financial viability checks among other criteria.

The accreditation process will be transposed into an online form for any new INMSS providers commissioned in the future to complete via the London Tenders Portal. This will result in the provider becoming part of the Hackney Council INMSS PDPS and each individual placement will subsequently be called off against the PDPS and National Schools Contract terms and conditions.

The PDPS will be inclusive of the existing and future providers, and will be awarded for a period of 3 years from 1st October 2021 until 30th September 2024. The contractual period will provide proof of concept to future procurement exercises with this market.

Since the total contract value exceeds the £2m threshold the department is seeking approval to implement this process from Cabinet Procurement and Insourcing Committee, following approval from the Hackney Education Senior Leadership Team on 11 June 2021 and the Children & Young People Scrutiny Commission on 12 July 2021.

## **9. NH S025 Insourcing Market Stalls operations**

### **RESOLVED:**

**i) To approve the insourcing of the stall management service from the temporary external contractor before the contract expires in December 2021 to enable greater security, accountability and transparency on behalf of the Council and protecting the integrity of our trading operations.**

**ii) To approve the Financial Business Case in Appendix 1.**

**iii) To approve the Procurement of Infrastructure specifically procurement of new vehicles to operate the new service listed in Appendix 1.**

**iv) To approve the budgetary creation and costs highlighted in Appendix 1.**

**v) To approve the new structure proposed in Appendix 2.**

vi) To approve the new proposed job descriptions in Appendix 3.

vii) To approve the creation of an establishment of posts and officers to undertake activities to erect and dismantle street market stalls across all markets and street trading sites operated and managed by Hackney Council.

viii) To approve the replacement of the existing arrangement for erecting and dismantling street market stalls across all of Hackney Council's markets.

ix) To note the contents of the report and the recommendations made in relation to changes made to the current logistical arrangements for erecting and dismantling street market stalls across all of Hackney Council's markets.

x) To note the estimated cost saving of £70,285 per annum on a rolling 12 month basis and £351,425 over the next five years on the basis that Market Stalls Management and operations are brought in house.

xi) To note that the proposed change to the existing agreement will support the Council's sustainability and economic development initiatives with increased savings for traders and the council as well as increased flexibility and improved levels of service delivery.

#### **Reasons for the Decision:**

In line with the Mayor's 2018 Manifesto and the Sustainable Procurement Strategy 2018-2022 which included a commitment to review all outsourced services with a view to bringing them in-house an insourcing appraisal has been carried out.

The comprehensive and thorough insourcing appraisal undertaken by Council officers has concluded that an in-house stall management service under Parking & Markets Services is the most practicable, lowest risk and cost-effective option out of all the options considered. The insourcing of the stall management service will also deliver savings to the Council.

#### **10.Any Other Unrestricted Business the Chair Considers To Be Urgent**

There was no other urgent business to consider.

#### **11.Dates Of Future Meetings**

CPIC noted the dates of future meetings.

#### **12.Exclusion Of The Public & Press**

Items 13, 14 and 15 were agreed and noted without requiring the public and press to be excluded from the meeting.

