

Executive Summary

- 5 Contracts let
- Contract Performance - 8 contracts £100k+

Contracts Let 2017/18

The contracts award thresholds within the Procurement Code, sets out the types and levels of approvals required. The table below provides an overview of the 5 contracts let¹ for Corporate Services during the 2017/18 period.

Threshold	Q1	Q2	Q3	Q4	Total
ABOVE £100K	2				2
BELOW £100k		2	1		3
Grand Total	2	2	1		5

The recommendations for the 5 contracts let originated from the following areas:

Recommendation	Q1	Q2	Q3	Q4	Total
PAB	2				2
Devolved		2	1		3
Grand Total	2	2	1		5

- 2 contracts let were above £100k Recommendations to proceed to contract award were given by the Procurement Assurance Board (PAB).
- 3 contracts let were below £100k and classified as Devolved procurement activity.

Recommendations to proceed to contract award are managed by the service.

Contract Extensions: 5 Contract extensions were reported to PAB during quarters 2 and 3 and the recommendations were to proceed.

Waivers & Exemptions

There were no waiver requests for this reporting period.

Overall Contract Performance over £100,000

It should be noted that this data **excludes** all contracts below £100k and if commenced within the last 6months of quarter 4 as performance will not have been rated. So out of a total of 14 active contracts during this period this leaves 8 contracts for the purposes of this report.

Threshold	Above Expectations	Below Expectations	Meets Expectations	Not Evaluated	Total
ABOVE £1.5m			2		2
ABOVE £100k			3	3	6
Grand Total			5	3	8

Of these 8 contracts over the £100k threshold

- 5 contracts rated as meeting expectations
- 3 contracts have not been performance rated

The following pages present a detailed summary of the contract activity highlighted above.

¹ The term 'contracts let' refer to all contracts in capitalEsourcing with a service commencement date within the Quarterly reporting period. A reconciliation of the previous reporting period will be run each quarter.

This table represents the latest position using source data from the capitalEsourcing system dated 01/05/2018.

Overview of Contracts Let 2017/18 A total of 5 contracts were let during the 2017/18 period

Start Date	End Date	Suppliers	Contract Title	Contract status	Contract Value
01/04/2017	31/03/2021	Sanderson Weatherall LLP	Estates Valuation	Active	£320,000
27/07/2017	26/07/2019	Grant Thornton UK LLP	CFO Insight Subscription	Active	£25,000
01/10/2017	30/05/2018	Worth Technical Accounting Solutions Ltd	Technical Accounting Consultancy	Active	£56,000
04/09/2017	29/12/2017	Ernst & Young LLP	Housing Financial Review	Closed	£75,000
30/06/2017	30/04/2018	Ernst & Young LLP	Housing Finance Review and Advisory Services	Active	£148,880
Total					£624,880

Overview of Contract Extensions 2017/18 A total of 5 contracts were extended during the 2017/18 period

Start Date	Original End Date	Extension Date	Suppliers	Contract Title	Contract Value
01/08/2002	31/03/2015	31/10/2017	NEWLYN COLLECTION SERVICES LTD	C827 - Reserve Bailiff Service (Council Tax/NNDR and Benefit Overpayments)	£0.00
01/08/2002	31/10/2015	31/10/2017	Equita Ltd	C826 - Bailiff Services (Bailiff Services for Council Tax and NNDR)	£0.00
01/10/1998	31/10/2015	31/07/2018	Capita Business Services Limited	C849 - Housing and Council Tax Benefits Service	£110,500,000
01/04/1994	31/10/2015	31/07/2018	Capita Business Services Limited	C847 - Revenue Services (Council Tax and NNDR Collection/Recovery) (incl Ctax FM)	£74,000,000
01/01/2017		31/12/2017	Insight Investment Management (Global) Limited	Pensions Investment Management	£0.00

Contract extensions for the Capita contracts were approved to ensure continuity of service whilst the re-procurement activity was concluded. The tender commenced in January 2018 and only 1 bidder (Capita) submitted a tender response. A separate piece of work was commissioned to ensure the financial stability of Capita was robust to support the life of the contract. In addition, several clarification meetings were held to review technical, IT and commercial queries and proposed enhancements to the contract have been presented to Steve Mair. All the above work is now concluded and award recommendations are due to be presented to Procurement Assurance Board and the relevant Cabinet Member. The new contract is due to commence 1st August 2018 pending any further post contract award negotiations.

Contract Performance – of contracts valued at £1.5m or more

2 contracts rated as 'Meets Expectations'				
Contract Start date	Contract End Date	Supplier Name	Contract Title	Contract Value
01/04/1994	31/07/2018	Capita Business Services Limited	C847 - Revenue Services (Council Tax and NNDR Collection/Recovery) (incl Ctax FM)	£74,000,000
01/10/1998	31/07/2018	Capita Business Services Limited	C849 - Housing and Council Tax Benefits Service	£110,500,000

Contract Performance – of contracts valued at £100k or more but less than £1.5m

3 contracts rated as 'Meets Expectations'				
Contract Start date	Contract End Date	Supplier Name	Contract Title	Contract Value
01/04/2006	31/08/2020	DSI Billing Services Ltd	C829 - Printing and Mailing (Printing and Mailing service for Council Tax/NNDR)	£1,045,000
01/10/2010	31/03/2020	LLOYDS TSB COMMERCIAL FINANCE LTD	Contract for the Provision of Banking Services	£640,000
01/01/2014	31/12/2018	Deloitte	Investment Advisor	£500,000

3 contracts 'Not Evaluated'				
Contract Start date	Contract End Date	Supplier Name	Contract Title	Contract Value
01/04/2017	31/03/2021	Sanderson Weatherall LLP	Estates Valuation	£320,000
30/06/2017	30/06/2018	Ernst & Young LLP	Housing Finance Review and Advisory Services	£148,880
22/03/2017	21/03/2021	Deloitte	Investment Consultancy Services for the Westminster Pension Fund	£323,310