

WEST MIDLANDS FIRE AND RESCUE AUTHORITY

19 FEBRUARY 2024

1. **CONTRACT AWARDS SUMMARY FOR PERIOD TO FEBRUARY 2024**

Report of the Deputy Chief Fire Officer

RECOMMENDED

THAT the Authority note the attached Appendix which summarises the contracts in excess of £250,000 that have been awarded since September 2023.

2. **PURPOSE OF REPORT**

This report provides a six-month summary of all contracts that have been awarded since the last report submitted in September 2023.

3. **BACKGROUND**

3.1 As part of the Authority's Constitution, it is required that a retrospective, twice yearly summary report of tender contract awards in excess of £250,000 be submitted to the Fire Authority for information purposes.

3.2 In accordance with the above requirement, a summary of those contracts awarded is attached as Appendix 1.

4. **EQUALITY IMPACT ASSESSMENT**

In preparing this report an initial Equality Impact Assessment is not required and has not been carried out. The matters contained in this report will not lead to a policy change.

5. **LEGAL IMPLICATIONS**

The procurement processes that were followed for the procurement exercises detailed in the Appendices to this report were conducted in accordance with the Authority's Procurement Standing Orders and the Public Contract Regulations 2015.

6. **FINANCIAL IMPLICATIONS**

These are contained in the attached Appendices.

7. **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications arising from this report.

BACKGROUND PAPERS

Authority Meeting 21 September 2015

Policy 1/8 – Procurement Procedures

The contact name for this report is Sofia Mahmood, Head of Finance and Procurement – Sofia.mahmood@wmfs.net

JO BOWCOCK
DEPUTY CHIEF FIRE OFFICER

APPENDIX 1

Contract Title	Winning Supplier	Approval Date	Contract Period (Including Extension Options)	Annual Contract value or Total Value for one off Purchase	Total Contract Value (including extension periods)	Budget PA	Basis of award e.g. Lowest Price or MEAT*	Date and Minute Number of Planned Tender Report	Any Other Relevant Information
Cycle to Work Scheme	Cycle Solutions Ltd	19 September 2023	2 years with an option to extend for a further 12 months	£110,000	£320,000	n/a funded by employees with no cost to the Authority	Direct Award	14 February 2022	
Leading Excellence Programme – Chartered Management Degree apprenticeship	Coventry University	13 December 2023	1 year	£264,000	£264,000	n/a funded by the Apprentice Levy	Direct Award	9 October 2023	
Uniform	Wm Sugdens Ltd	22 November 2023	4 years	£270,000	£1.08m	£270,000	MEAT	26 June 2023	

* Most Economically Advantageous Tender (MEAT)