Contract for Award Under Delegated Authority from Executive

Committee considering report:	Executive
Date of committee:	12 November 2026
Executive portfolio holder:	Councillor Vic Poole
Date portfolio holder agreed report:	15 October 2026
Responsible director:	Shannon Coleman-Slaughter Section 151 Officer
Responsible officer:	Sarah Wood
Wards affected:	(All Wards);
Key Decision:	Yes
Subject to call-in:	Yes

1 Purpose and Executive Summary

1.1 To provide details of forthcoming supply, service and works contract awards that will have a contract value in excess of £2.5m and as such will require approval from Executive during the next quarter. This report provides Executive with visibility of all high value contracting activity and the opportunity to request further information regarding the contract identified.

1.2 To gain approval from Executive to delegate authority to an individual (Service Director) to proceed with the contract awards provided in this report, on the condition that a Procurement Strategy and a Contract Award report is granted approval by Procurement Board

2 Recommendations

2.1 Recommendation for Executive to:

(1) delegate authority to the relevant Service Director in consultation with the Section 151 Officer and relevant Service Portfolio Holder to proceed with award of the forthcoming contract that has been identified in this report for award approval during the next quarter of the financial year.

(2) delegate authority to the Service Lead - Legal and Democratic in consultation with the relevant Service Director to finalise the terms of any agreement as set out in the procurement documents and make any necessary drafting or other amendments (such amendments not to be substantial or material) to the terms of the agreement necessary to produce a final agreement for execution and to enter into that agreement.

3 Implications and Impact Assessment

Financial
Finance engage with the relevant Service and Procurement throughout the procurement process, to ensure financial risks and opportunities are appropriately identified and managed. Toby Bradley – 5 October 2026
Legal
Contracts will be procured in line with the Council's Contract Rules and the relevant Procurement Legislation (the Public Contracts Regulations 2015 or the Procurement Act 2023). All contracts with a value in excess of £2.5m will have a procurement strategy and contract award report which has been approved by Procurement Board, Corporate Board and Executive Briefing. The Service Director in consultation with the Section 151 Officer shall have delegated authority to award the contract subject to such approval. The Legal team on instruction and in consultation with the relevant Service Director shall finalise the contractual documentation and execute in line with the Council constitution. Dawn Bond – 1 October 2026
Risk management
As part of each procurement process, supplier due diligence is carried out to include: review and verification of financial health, confirmation of insurances held, credit report, references and reassurance around the ability to evidence and deliver public sector contracts.
Procurement
Contracts will be procured in line with the Council's Contract Rules. All contracts with a value in excess of the relevant thresholds require approval of a Procurement Strategy before procurement is commenced and the award is subject to the approval of a Contract Award report by Procurement Board prior to the formal award of the contract. All contracts over £500k in value are considered key decisions and will be placed on the forward plan by the Service Area at point of Procurement Strategy.
Equalities Impacts: Neutral

Data Impacts: Neutral
Environmental Impacts: Neutral
Health Impacts: Neutral

Consultation and Engagement:	N/A

4 Background

4.1 As set out in the Council's Contract Standing Orders, contracts with a value in excess of £2.5million shall require Executive approval, which may be given as below. The Executive shall receive quarterly reports detailing contracts being procured and seeking delegated authority from Executive for the relevant Service Director / to award the contract following the procurement process in consultation with the relevant Service Portfolio Holder, S.151 Officer and the Monitoring Officer.

4.2 A consolidated report is considered the most effective way of complying with the Council's Contract Rules, whilst providing Executive with visibility of forthcoming high value contracts requiring approval. This in turn will help minimise any delays that may impact the procurement timetable for contract award and service mobilisation.

4.3 This report summarises contracts that have progressed through the approved procurement process and are expected to exceed the £2.5 million approval threshold based on the available budget information provided by the relevant service areas.

5 Proposals and Options Considered

Option	Comments
To gain approval from Executive to delegate authority to an individual (Service Director) to proceed with the contract awards when the contract exceeds £2.5m **This is the recommended option.**	- Provides early visibility of all forthcoming contract awards over £2.5m, enabling Executive oversight of significant procurement activity. - Allows Executive to request further information on specific contracts where

	appropriate, while avoiding the need for separate approval reports for each award. - Reduces delays to procurement timetables by obtaining delegation in advance, supporting timely contract award and mobilisation. - Maintains robust governance through the requirement for Procurement Board approval of both the Procurement Strategy and Contract Award Report. - Ensures decisions are taken by appropriately accountable officers, with consultation from the Section 151 Officer and relevant Service Portfolio Holder. - Reduces the administrative burden on officers and Executive through a single consolidated quarterly report. - Supports service continuity and programme delivery by minimising governance-related delays and providing greater certainty for suppliers and services.
All contracts over £2.5m taken through the Executive cycle after the procurement has been run and before the contract is awarded. This is not recommended.	- This option would add significant time to the process and could delay implementation. - Tender prices and provider commitments are often only valid for a limited period and may expire while awaiting approval. - If approval were not granted at the award stage, the procurement could need to be abandoned and re-run, resulting in additional cost, delay and uncertainty. - Delegated authority allows the Council to respond efficiently to tender outcomes, market conditions and implementation requirements while maintaining appropriate consultation with the Service Portfolio Holder, Section 151 Officer and Monitoring Officer.

6 Supporting Information

6.1 The contract award summary tables below provides an overview of the contracts which are being tendered following approval of a Procurement Strategy by the Procurement Board. These contracts are expected to have a contract value of over £2.5m based on the available budget.

Contract Title	Residential Services for Older People Framework
Service Area	Adult Social Care
Budget	The budget for externally commissioned residential and nursing placements for 2026/27 is £22.2m for long term placements and a maximum of £2.5m for other services, such as short term and respite.
Contract planned start date	1st April 2027
Procurement Process	Light Touch Open Framework
Proposed evaluation weightings	This is subject to review and will be based around the Fair Cost of Care. The proposed weighting is Quality 70%, Price 20% and Social Value 10%.
Proposed contract term (years)	Open framework for up to 8 years, from 1 April 2027 to 31 March 2035. The framework will be reopened at set points so that new providers can apply.
Estimated contract value	Minimum £200m over 8 years
Estimated annual value	Estimated £24m per annum based on 2025/26 expenditure
Tender status	Anticipated publish date November 2026
Further Information	Establishment of a multi-supplier light touch framework for the placement of eligible older people in good-quality, safe and person-centred residential care settings. The framework will support statutory Adult Social Care commissioning and individual placement activity, including services for people with dementia and other age-related needs. Call-off contracts will be awarded in accordance with the framework terms, the Care Act duties, assessed individual need, availability, value for money, location and the person's preferences. The framework does not, in itself, create any commitment to spend or award of work. Individual care placements will be awarded through separate placement agreements entered into under the framework, with each agreement operating in accordance with the

	framework's terms and conditions. The framework does not guarantee any level of business to an appointed provider. The framework is required to maintain a compliant, transparent and flexible route for individual placements from 1 April 2027. It will support choice, continuity of care, quality assurance, market oversight and consistent contractual terms while allowing placements to reflect each person's assessed needs and preferences.

Contract Title	Domiciliary Care Framework
Service Area	Adult Social Care
Budget	The 2026/27 budget for externally commissioned domiciliary care and reablement is £12.5m
Contract planned start date	1st April 2027
Procurement Process	Light Touch Open Framework
Proposed evaluation weightings	This is subject to review and will be based around the Fair Cost of Care. The proposed weighting is Quality 70%, Price 20% and Social Value 10%.
Proposed contract term (years)	Open framework for up to 8 years, from 1 April 2027 to 31 March 2035. The framework will be reopened at set points so that new providers can apply.
Estimated contract value	Minimum £200m over 8 years
Estimated annual value	Estimated £24m per annum based on 2025/26 expenditure
Tender status	Anticipated publish date November 2026

Further Information	The Council needs a reliable group of providers that can deliver care across West Berkshire, including rural areas, seven days a week. The new arrangement will cover long-term home care as well as D2A, reablement, urgent care and enhanced care. It will also bring the service requirements, pricing, allocation process and contract monitoring into one clear arrangement. Establishment of a multi-provider open framework for domiciliary care across West Berkshire. The framework will cover long-term home care, short-term care, urgent care, Discharge to Assess, reablement, respite, live-in care, waking nights, sleeping nights and long sits. It will also be available for eligible NHS Continuing Healthcare packages where agreed with the ICB. The framework does not, in itself, create any commitment to spend or award of work. Individual care placements will be awarded through separate placement agreements entered into under the framework, with each agreement operating in accordance with the framework's terms and conditions.

Contract Title	Managed Service Provider for Agency
Service Area	HR
Budget	£5,700,000 per annum Budget for agency staff is held by each service area rather than by HR
Contract planned start date	5th March 2027
Procurement Process	Framework
Proposed evaluation weightings	50% quality, 10% social value, 40% price
Proposed contract term (years)	2 years plus 1 year extension (3 years in total)
Estimated contract value	£11.4 million – 2 years 17.1 million for 3 years
Estimated annual value	£5.7m

Tender status	Anticipated publish date November 2026
Further Information	Continued use of neutral vendor approach required to support ongoing short term staffing solutions.

7 Conclusion

7.1 This report provides details of contracts which have been registered with the Procurement Team that are scheduled for award during the next quarter. Whilst every effort has been made to identify all contracts likely to require approval during the reporting period, there are projects within the Council's Capital Programme where it is not yet known whether delivery will require the procurement of supply contracts. Consequently, additional contracts may emerge during the period. Any such contracts, together with urgent or unforeseen requirements that meet the approval threshold, will be brought forward through separate Contract Award Reports in accordance with the Council's governance arrangements. Some contracts will also continue to follow the standard governance process and may therefore not be included within this report.

8 Appendices

Please note that a Part II report is provided.