



## Buckinghamshire & Milton Keynes Fire Authority

<b>MEETING</b>	Executive Committee
<b>DATE OF MEETING</b>	20 September 2017
<b>OFFICER</b>	Head of Service Delivery, Neil Boustred
<b>LEAD MEMBER</b>	Councillor Jean Teesdale
<b>SUBJECT OF THE REPORT</b>	<b>Options for procuring Firefighter Personal Protective Equipment (PPE) following the National PPE procurement project</b>
<b>EXECUTIVE SUMMARY</b>	<p>The Authority's existing purchasing contract for firefighter tunic and leggings is with Bristol Uniforms. The contract is based on a purchase only arrangement and has been in place for the last eight years. The contract which has now expired, has been extended until 31 March 2018 but cannot be extended any further. Other elements of our current PPE ensemble, including helmet, gloves, boots and flash hoods are now also due for replacement.</p> <p>In preparation for this, throughout 2016/17 the Authority has been actively engaged in a national collaborative PPE procurement project for a complete firefighter PPE ensemble solution, led by Kent Fire and Rescue Service and the Chief Fire Officers Association (CFOA), but with direct involvement from Buckinghamshire Fire and Rescue Service (BFRS).</p> <p>Following the national project outcomes a contract has been awarded to Bristol Uniforms to supply a complete PPE ensemble for all operational staff covering the full range of operational activities. This includes options for structural firefighting, outdoor firefighting and technical rescue; including road traffic collisions and non-fire related rescues.</p> <p>Bristol Uniforms is our current supplier of firefighter tunics and leggings, they have a proven track record and we hold a positive relationship with them.</p> <p>The project has explored ways of providing firefighters with the next generation of firefighter PPE which fully considers the work streams of a modern, reformed workforce, delivering a wider range of public services, whilst providing best value for the Authority through collaborative working.</p> <p>The national project outcomes revealed three options for consideration:</p> <ul style="list-style-type: none"> <li>• Option 1: Move to a "Fully Managed Service" (FMS) utilising the national framework awarded</li> </ul>

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	<p>to Bristol Uniforms. Target to award contract September 2017, complete 12 month implementation programme and commence Fully Managed Service provision by September 2018.</p> <ul style="list-style-type: none"> <li>• Option 2: Continue with a “purchase only” option of the new PPE ensemble with Bristol Uniforms, purchased under the national framework subject to required implementation period.</li> <li>• Option 3: Disregard the national project outcomes and seek a local procurement alternative, either collaboratively with the other Thames Valley Fire and Rescue Services, or as a single Service.</li> </ul> <p>The project team believe there is a significant cost (both direct and indirect) associated with Option 3, with a likelihood that we would end up with the same outcome at a higher unit price. This would also delay the implementation phase, creating significant risk to the Authority. Therefore Option 3 is not recommended.</p> <p>Option 2 will require a lump sum, plus a secondary contract providing a care, maintenance and audit service. There will also be ongoing costs associated with managing ‘in-house’ estimated to be £29,676 per annum. Therefore Option 2 is not recommended as it would continue to burden the equipment department when there is an opportunity now to free up staff time to focus their expertise in other areas, whilst improving the management of the new ensemble.</p> <p>Option 1 transfers a significant amount of risk as the PPE is effectively leased from Bristol Uniforms with a total care agreement.</p> <p>Due to the high volume of take up on the collaborative framework with 29 Services across the UK already expressing an interest in accessing it, an early decision is required to ensure BFRS secure an early start date for the 12 month implementation plan to meet our required deadline of September 2018.</p>
<b>ACTION</b>	Decision.
<b>RECOMMENDATIONS</b>	It is recommended that Option 1 to procure a fully managed PPE service and the associated revenue budget growth bid in the sum of £114k p.a. be approved.
<b>RISK MANAGEMENT</b>	A project risk register has been created to identify, manage and monitor foreseeable risks. Any significant risks can be escalated to departmental, directorate, or corporate level if required.

<p><b>FINANCIAL IMPLICATIONS</b></p>	<p>The duration of the call-off contract will be eight years, and the values below reflect the total cost of the eight year contract period.</p> <p>With an operational establishment level of 435, the total contract value of the options are as follows:</p> <p><u>Purchase Only</u></p> <p>Structural ensemble                    <b>£1,986,253</b></p> <p><u>Fully Managed Service</u></p> <p>Structural ensemble                    <b>£1,883,560</b></p> <p>The above sums are represented to be 'like for like' as far as is possible for the period of the contract. The 'Purchase Only' figure therefore includes all the associated administrative and other costs the Authority would incur if it continued to manage its own PPE.</p> <p>For the fully managed service, the current revenue budget of £105k will require an increase of £114k p.a. to be approved, bringing the total available budget to £219k.</p> <p>For the purchase only option, an additional budget spend of £907k would need to be approved in year one to provide each operational member of staff with a kit and hold some stock in reserves. Furthermore in years 3, 5 and 7, there will need to be further additional increases to fund the replacement of gloves which have a useful life of two years.</p> <p>A full breakdown of these costings is attached at Appendix 1, (this includes CPI indexation of a maximum of 2% annually for the life of the contract)</p>
<p><b>LEGAL IMPLICATIONS</b></p>	<p>The current contract arrangements for the supply of PPE and the care and maintenance of PPE expires 31 March 2018. The proposed option would require a new contract. This would be drawing upon a legally compliant framework agreement to which the Authority is a party; and assist in the Authority discharging its obligations to ensure that any PPE provided to its employees "is maintained (including replaced or cleaned as appropriate) in an efficient state, in efficient working order and in good repair" in accordance with the Personal Protective Equipment at Work Regulations 1992.</p>
<p><b>CONSISTENCY WITH THE PRINCIPLES OF THE DUTY TO COLLABORATE</b></p>	<p>This project is fully in tune with the Government drive to deliver best value when procuring goods, highlighted by the Minister for Policing and Fire Services speech on Fire Reform in February 2017.</p> <p>The Authority was proactively involved in the national procurement project, with representation on the commercial group and at the operational wearer trials.</p>

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	<p>This key stakeholder involvement has ensured the Authority is best placed to ensure best value and quality whilst equipping firefighters with the best possible PPE which is fit for future workforce reform.</p> <p>Oxfordshire and Royal Berkshire are both already operating in fully managed services, although their existing contracts have not yet expired so they are unable to enter the framework at this time.</p>
<b>HEALTH AND SAFETY</b>	<p>The FMS ensures that any PPE provided to employees is correctly fitted, effectively maintained and in good repair; The FMS includes a comprehensive sizing service, total care services, auditing processes and arrangements for transporting and cleaning contaminated PPE, with a two hour response time for occasions when personal supplies have been fully utilised.</p> <p>The range of garments offered within the PPE ensemble enables officers to select the most appropriate PPE for a specific task, based upon the environments and activities anticipated to be encountered, reducing risks of heat induced illness.</p> <p>The new PPE will be coloured gold, designed to show contaminants better than the current blue PPE.</p>
<b>EQUALITY AND DIVERSITY</b>	<p>All details of the equality and diversity criteria and processes were adhered to as part of the collaborative national PPE project.</p> <p>Initial screening indicates that a full Integrated Impact Assessment (IIA) is not required, however if Bristol Uniforms require significantly more personal data as a result of the FMS option a full IIA will be completed.</p>
<b>USE OF RESOURCES</b>	<p>Covered within the financial implications section of this paper.</p> <p>A cross-departmental project team is ready to deliver one of the options provided within this paper, subject to Executive Committee approval.</p>
<b>PROVENANCE SECTION &amp; BACKGROUND PAPERS</b>	<p>Collaborative PPE Framework Agreement for the Provision of PPE for firefighters – Award Recommendation Report Part 1 and Part 2.</p>
<b>APPENDICES</b>	<p>Appendix 1 - Breakdown of costed options.</p>
<b>TIME REQUIRED</b>	<p>15 minutes.</p>
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