

Slough Borough Council

Report To:	Cabinet
Date:	15 th December 2025
Subject:	Procurement forward plan for goods, works and services in excess of £214,904 covering December 2025 to March 2026 which were not included on the April 2025 pipeline report.
Lead Member:	Councillor Bedi– Lead Member for Finance, Children and Lifelong Learning
Chief Officer:	Ian O'Donnell – Executive Director Executive Director Corporate Resources (S151 Officer)
Contact Officer:	Nick Penny – Director of Finance Corporate and Commercial
Ward(s):	All
Key Decision:	YES
Exempt:	NO
Decision Subject To Call In:	YES
Appendices:	<p>'A' - List of services to be procured between December 2025 to September 2026 in excess of £214,904 which were not included on the April 2025 pipeline report and for which procurement is due to commence between December 2025 and March 2026.</p> <p>'B' - List of services to be procured between December 2025 to September 2026 in excess of £214,904 which were not included on the April 2025 pipeline report which have already been approved separately by Cabinet.</p>

1. Summary and Recommendations

- 1.1. This report seeks authority from Cabinet for commencement of procurement for contracts of an estimated value of over £214,904 (including VAT), where procurement is expected to commence between December 2025 and March 2026.
- 1.2. It should be noted that contracts for services and/or goods valued over £500,000 and works valued over £1million require separate Cabinet approval

prior to award of contract, unless Cabinet determines to delegate authority to award a contract to an Executive Officer.

- 1.3. The pipeline report will be brought to Cabinet in April 2026, with an updated procurement forward plan for the forthcoming financial year.
- 1.4. It is now a statutory requirement that the Council produce a pipeline notice of all upcoming tenders valued over £2m. This is required within 56 days of the start of the financial year. It is also good practice to include within the pipeline report any tenders over and above £214,904 (including VAT).

1.5. **Recommendations:**

Cabinet is recommended to:

- (a) Authorise procurement to commence for the list of all goods, works and services set out in Appendix A.
- (b) Note that within appendix A there are 7 procurements which are not compliant with the Council's contract procedure rules, 5 have contracts which have ceased and have been extended outside of the contract agreement pending retendering and 2 which do not have a contract but are of a spend value whereby a contract would represent best practice and help ensure value for money.
- (c) Note that the procurements listed in Appendix B have already been approved by cabinet as part of separate reports.
- (d) Note the progress against the April 2025 pipeline report as set out in this report.

Reason: to ensure that Cabinet has proper oversight of planned procurement activities . Decisions on whether to award contracts will be made following internal governance and expenditure control panel review to ensure value for money.

Commissioner Review

“The Procurement Act 2023 provides more flexibility and requires greater transparency throughout the lifecycle and expands mandatory reporting for KPIs and procurement breaches,

Publishing a forward-looking pipeline of activity enables Cabinet to have proper oversight of planned procurement activities, performance and compliance and help to open the procurement to Micro, SMEs and VCSEs. Providing them with time to plan for future work and collaborate with partners on delivery solutions.

The procurement team is required to keep this information up to date and seek to prevent contract values from being intentionally manipulated or set artificially low to bypass the Cabinet key decision threshold. If any contract award or subsequent spending variation is projected to exceed the key decision threshold, it must automatically revert to Cabinet for formal consideration and approval.

The Commissioners are content with this report being considered.”

2. Report

Introductory paragraph

- 2.1 Procurement now takes place under the requirements of the Procurement Act 2023, which provides for greater flexibility, transparency and increased reporting requirements. The new cycle of public notices, which started from May 2025 includes the Pipeline Notice, this was first reported to Cabinet in April 2025, and the mid-year update is provided as part of this report picking up any procurements which are beginning in 2025/26 which were not included in this report.
- 2.2 The Council is reviewing its contracts register to streamline the process for identifying those contracts that are due for renewal in the next 12-24 months, as well as considering the requirement for new procurements. In April 2026, the fuller pipeline report will be published covering all know procurements planned for at forthcoming 12 months.

Options considered

Option 1:

- 2.3 Approval of a procurement forward plan. The Council's new Contract Procedure Rules ensuring compliance with the new legislation was agreed at full Council in September 2024. These require Cabinet authority for procurements with a total value of over £214,904 including VAT, this demonstrates good governance and allows Cabinet to consider whether it wants further oversight of any specific procurements. **This is the recommended option.**

Option 2:

- 2.4 No procurement pipeline report, procurements would need to be approved by Cabinet on a tender-by-tender basis. This would require separate reports to Cabinet setting out details of each procurement, which would allow more detail to be provided however it would require a high number of individual reports and increase the risk of non-compliance with the Council's Contract Procedure Rules under Part 4.6.1 of the Constitution, and publication requirements of the Procurement Act 2023. **This option is therefore not recommended.**
- 2.5 It should be noted that contracts for services and/or goods valued over £500,000 and works valued over £1million require separate Cabinet approval prior to award of contract, unless Cabinet determines to delegate authority to award a contract to an Executive Officer. It should also be noted that a separate standalone Cabinet report may be presented prior to procurement commencing for some projects particularly where these are linked to a policy decision.

Background

- 2.6 Under the Council's Contract Procedure Rules (Part 4.6.1 of the Constitution), Cabinet is responsible for monitoring the contractual arrangements for any significant work delivered by third parties or external bodies. Amended Contract Procedure Rules (CPRS) were approved by Council in September 2024 to reflect the requirements of the Procurement Act 2023. The CPRS require a procurement forward plan be presented to Cabinet for all planned procurements

with a total value of £214,904 (inclusive of VAT) for goods and/or services, and works, each April.

- 2.7 For projects listed on the pipeline with a total value under £500,000 (goods and/or services) or under £1 million (works), once approved by cabinet, the award of contract following procurement is delegated to the relevant Executive Director in consultation with the Executive Director of Corporate Resources, this is in accordance with the Council's Contract Procedure Rules. For any contract over these sums, a separate report will be presented to Cabinet seeking authority to award the contract, unless Cabinet delegates authority to award the contract in this report for reasons for urgency or other appropriate circumstances. To ensure good governance such delegation should only be in exceptional circumstances. Officers must produce a significant officer decision report for the award of any contract over £50,000 (excluding individual social care and education placements) and these will be published on the Council's website.
- 2.8 The additional procurements not included in the report presented to Cabinet in April 2025 are included on the procurement forward plan at Appendix A. The schedule has been subject to review by each directorate and should reflect the totality of new procurements over £214,904 to be undertaken during the period December 2025 to March 2026, where there is sufficient information to support a Cabinet decision to commence procurement and there has not been a separate Cabinet authority in relation to the procurement. There is one procurement for which a separate report setting out the potential options considered will be prepared in early 2026.
- 2.9 Appendix B shows procurements not included within the original April 2025 pipeline report, for which Cabinet approval has been received during 2025/26.
- 2.10 The original pipeline report reported in April 2025 contained 68 rows of planned procurements, to date 17 contracts have been awarded, 23 are in progress and 28 have not yet started. Category management capacity has been added to the team during 2025/26 which has enabled significant progress to be made on the pipeline tenders which helps ensure value for money is being delivered and new contracts are compliant with PA 2023 requirements.
- 2.11 Officers will assess what additional economic, environmental and social value can be achieved through the contracting process.

3. Implications of the Recommendation

3.1 *Financial implications*

- 3.1.1 The planned procurements set out in Appendix A are subject to the current council's spend control process and as such an ECP will need to be considered and approved by CLT before procurement activity can commence. The council has an internal procurement review before which work alongside legal services to consider the route to market for all Council procurements over £25k plus VAT.
- 3.1.2 It should be noted that the pipeline should only reflect projects for which there is approved budget and delegated to officers in accordance with the scheme of delegation, or from specific key decisions approved by Cabinet. Having a clear overview of the planned procurement timetable ensures proper planning to

ensure best value and identifies opportunities to scope and rationalise to improve outcomes and value for money.

3.2 *Legal implications*

- 3.2.1 In accordance with the Procurement Application and Authorisation Table set out in the Council's Contract Procedure Rules, all goods/services/works Contracts over £214,904 must be on the Forward Plan presented to Cabinet in order to authorise commencement of procurement. The procurement forward plan will be reviewed and updated on an ongoing basis.
- 3.2.2 Full business cases should be reviewed by the Council's internal procurement review board. IT projects where there are information governance implications should also be reviewed by the Council's internal Information Governance Board and Technical Design Authority. Any project funded by capital should be approved by the Council's Capital Monitoring Board and included in quarterly reporting of the capital programme.
- 3.2.3 All contracts over £100,000 should be sealed and the Council's legal advisors (currently HB Public Law) should advise on contract documentation. For works contracts, an appropriate model form contract such as JCT or NEC should be used and advice should be sought from HB Public Law.
- 3.2.4 The new procurement legislation changes the way the Council does procurement with the aims of standardising transparency across procurement stages, with stricter deadlines and broader disclosure requirements than prior regulation. It introduces several new notices (e.g., Pipeline, Transparency, Dynamic Market Notices); Expands mandatory reporting for KPIs, breaches, and below-threshold contracts; Centralises publication of notices via a digital platform managed by the Cabinet Office.
- 3.2.5 The Council is now also required to meet central government policies relating to economic growth, the development of smaller enterprises, climate change, and social value.

3.3 Risk management implications

- 3.3.1 Failure to include projects in this report will create an administrative burden within the Council, runs the risk of procurements not being included in the budget, and runs, lengthens the procurement process, and runs to risk being highlighted by the external reviews of compliance run by the Cabinet Office.

3.4 Environmental implications

- 3.4.1 There are no specific environmental implications arising directly from this report.

3.5 Equality implications

- 3.5.1 The Procurement Act 2023 integrates and builds upon existing equality obligations while introducing new mechanisms to promote inclusive procurement practices. Key provisions include:

Integration with Equality Act 2010

- Public Sector Equality Duty (PSED) remains binding, requiring contracting authorities to advance equality and eliminate discrimination in procurement decisions.
- Amendments to the Equality Act 2010 explicitly reference the Procurement Act, ensuring alignment between procurement processes and equality objectives.

Social Value and Public Benefit Mandate

- Contracting authorities must now prioritize maximizing public benefit, which includes considering equality outcomes such as:
- Reducing socioeconomic disparities.
- Promoting workforce diversity in supplier chains.
- The "most advantageous tender" (MAT) criterion replaces the previous MEAT approach, allowing non-financial factors (e.g., diversity initiatives) to determine contract awards.

3.6 *Procurement implications*

- 3.6.1 A business case for each procurement project will be developed and will consider the most appropriate procurement route in line with the Council's Contract Procedure Rules, the Procurement Act, and the objectives of the National Public Procurement Policy Statement.
- 3.6.2 The new regulations require greater consideration of broader outcomes, including the use of Lots to widen competition and the publication of 17 statutory notices to ensure transparency. This includes the new preliminary market engagement notices, to allow the market to help shape the procurement route for each contract.

3.7 *Workforce implications*

- 3.7.1 Workforce implications will be considered upon the letting of each contract.

3.8 *Property implications*

- 3.8.1 Property implications will be considered upon the letting of each contract.

4. **Background Papers**

- 4.1 April 2025 Pipeline Report: [Cabinet Report template 2022.23](#)