

I hereby give notice that an ordinary meeting of the Strategic Procurement Committee will be held on:

Date: Tuesday, 2 February 2021
Time: 2.00pm
Meeting Room: Room 1, Level 26
Venue: 135 Albert Street
Auckland

Kōmiti Mahi Āta Torotoro Rawa / Strategic Procurement Committee

OPEN AGENDA

MEMBERSHIP

Chairperson Cr Greg Sayers
Deputy Chairperson Cr John Watson
Members Cr Dr Cathy Casey
Deputy Mayor Cr Bill Cashmore
Cr Linda Cooper, JP
Cr Alf Filipaina
Cr Tracy Mulholland
IMSB Member Karen Wilson

Ex-officio Mayor Hon Phil Goff, CNZM, JP

(Quorum 4 members)

Michelle Judge
Kaitohutohu Mana Whakahaere / Governance
Advisor

25 January 2021

Contact Telephone: 021723228
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Terms of Reference

Responsibilities

The committee is established to assist the chief executive to undertake the management procedure of ensuring sound procurement processes are followed in relation to procurement of goods and services necessary to deliver on the work programme and operations outlined in the council's adopted Annual Plan.

It will ensure that reasonable purchasing procedures have been followed in awarding contracts and will provide an efficient mechanism for documenting the approvals for those contracts.

Within a framework where contracts are an operational matter delegated to the chief executive, this committee will consider all contracts beyond the chief executive's financial delegations. The chief executive may refer contracts within his financial delegations which are sensitive or may impact on the reputation of the council.

The chief executive has power to award contracts up to \$20 million alone and the power to award contracts up to \$22.5 million jointly with the Mayor and Finance and Performance Committee chairperson.

The committee has responsibility for:

- awarding of contracts of \$22.5 million or greater
- awarding of contracts less than \$22.5 million which are sensitive or may impact on the reputation of the council if the chief executive refers the matter to the committee
- oversight over the procurement processes and procedures.

From time to time the committee may advise the chief executive and the council on changes to the procurement and contracts probity procedures.

Powers

All powers necessary to perform the committee's responsibilities.

Except:

- (a) powers that the Governing Body cannot delegate or has retained to itself (section 2)
- (b) where the committee's responsibility is limited to making a recommendation only
- (c) power to establish sub-committees.

Exclusion of the public – who needs to leave the meeting

Members of the public

All members of the public must leave the meeting when the public are excluded unless a resolution is passed permitting a person to remain because their knowledge will assist the meeting.

Those who are not members of the public

General principles

- Access to confidential information is managed on a “need to know” basis where access to the information is required in order for a person to perform their role.
- Those who are not members of the meeting (see list below) must leave unless it is necessary for them to remain and hear the debate in order to perform their role.
- Those who need to be present for one confidential item can remain only for that item and must leave the room for any other confidential items.
- In any case of doubt, the ruling of the chairperson is final.

Members of the meeting

- The members of the meeting remain (all Governing Body members if the meeting is a Governing Body meeting; all members of the committee if the meeting is a committee meeting).
- However, standing orders require that a councillor who has a pecuniary conflict of interest leave the room.
- All councillors have the right to attend any meeting of a committee and councillors who are not members of a committee may remain, subject to any limitations in standing orders.

Independent Māori Statutory Board

- Members of the Independent Māori Statutory Board who are appointed members of the committee remain.
- Independent Māori Statutory Board members and staff remain if this is necessary in order for them to perform their role.

Staff

- All staff supporting the meeting (administrative, senior management) remain.
- Other staff who need to because of their role may remain.

Local Board members

- Local Board members who need to hear the matter being discussed in order to perform their role may remain. This will usually be if the matter affects, or is relevant to, a particular Local Board area.

Council Controlled Organisations

- Representatives of a Council Controlled Organisation can remain only if required to for discussion of a matter relevant to the Council Controlled Organisation.

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1 Apologies

An apology from Mayor P Goff has been received.

2 Declaration of Interest

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

3 Confirmation of Minutes

That the Strategic Procurement Committee:

- a) confirm the ordinary minutes of its meeting, held on Tuesday, 1 December 2020, including the confidential section, as a true and correct record.

4 Petitions

At the close of the agenda no requests to present petitions had been received.

5 Public Input

Standing Order 7.7 provides for Public Input. Applications to speak must be made to the Governance Advisor, in writing, no later than **one (1) clear working day** prior to the meeting and must include the subject matter. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders. A maximum of **thirty (30) minutes** is allocated to the period for public input with **five (5) minutes** speaking time for each speaker.

At the close of the agenda no requests for public input had been received.

6 Local Board Input

Standing Order 6.2 provides for Local Board Input. The Chairperson (or nominee of that Chairperson) is entitled to speak for up to **five (5) minutes** during this time. The Chairperson of the Local Board (or nominee of that Chairperson) shall wherever practical, give **one (1) day's** notice of their wish to speak. The meeting Chairperson has the discretion to decline any application that does not meet the requirements of Standing Orders.

This right is in addition to the right under Standing Order 6.1 to speak to matters on the agenda.

At the close of the agenda no requests for local board input had been received.

7 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

Summary of Strategic Procurement Committee information memoranda and briefings (including the forward work programme) - 2 February 2021

File No.: CP2020/19013

Te take mō te pūrongo Purpose of the report

1. To note the progress on the forward work programme appended as Attachment A.
2. To receive a summary and provide a public record of memoranda or briefing papers that may have been held or been distributed to Strategic Procurement Committee members.

Whakarāpopototanga matua Executive summary

3. This is a regular information-only report which aims to provide greater visibility of information circulated to Strategic Procurement Committee members via memoranda/briefings or other means, where no decisions are required.
4. The following workshops have been held:

Date	Subject
1/12/20	Wynyard Edge Alliance final update

5. This document can be found on the Auckland Council website, at the following link:
<http://infocouncil.aucklandcouncil.govt.nz/>
 - at the top left of the page, select meeting/Te hui “Strategic Procurement Committee” from the drop-down tab and click “View”;
 - under ‘Attachments’, select either the HTML or PDF version of the document entitled ‘Extra Attachments’.
6. Note that, unlike an agenda report, **staff will not be present to answer questions about the items referred to in this summary.** Strategic Procurement Committee members should direct any questions to the authors.

Ngā tūtohunga Recommendation/s

That the Strategic Procurement Committee:

- a) note the progress on the forward work programme appended as Attachment A of the agenda report.
- b) receive the Summary of Strategic Procurement Committee information memoranda and briefings – 2 February 2021.

Ngā tāpirihanga Attachments

Item 8

No.	Title	Page
A 	Forward Work Programme	11
B 	Workshop - Wynyard Edge Alliance final update Notes and PowerPoint presentation - 1 December 2020 (<i>Under Separate Cover</i>)	

Ngā kaihaina Signatories

Author	Michelle Judge - Kaitohutohu Mana Whakahaere / Governance Advisor
Authoriser	Jazz Singh - General Manager Procurement

**Komiti Mahi Āta Torotoro Rawa / Strategic Procurement Committee
Forward Work Programme 2021**

This committee deals with ensuring sound procurement processes are followed in order to deliver on the work programme and operations outlined in council's adopted Annual Plan. It has responsibility for awarding contracts of \$22.5 million or greater, awarding sensitive contracts and oversight of procurement strategies, processes and procedures.

The full terms of reference can be found here: [Governing Body Terms of Reference](#)

Area of work and Lead Department	Reason for work	Committee role (decision and/or direction)	Expected timeframes											
			Highlight the month(s) this is expected to come to committee in 2021											
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
External Legal Services Legal	To procure external legal services. Current contracts expire in December 2020.	<p>Decision: Approval of extension of current legal contract for legal services.</p> <p>Progress to date: A report was provided in December 2020. (Resolution number STR/2020/24).</p> <p>Decision: Approval of the procurement plan for new external legal contract/services commencing June. A report will be provided in February.</p> <p>Decision: Approval of the supplier recommendations. A report will be provided in May 2021.</p>												
Healthy Waters Maintenance contracts Healthy Waters	To provide effective operations and maintenance of the regional stormwater network. This contributes to managing and improving the health of Auckland's harbours and waterways and responding to flooding events. This is council's responsibility under the Regional Stormwater Network Discharge Consent.	<p>Decision: Award contracts to recommended suppliers for Healthy Waters operations and maintenance contracts, and the regional maintenance of catchpits and treatment devices.</p> <p>Progress to date: The procurement plan for the following Healthy Waters contracts was approved 4 September 2019: - operations and maintenance services for the southern area of the Auckland region - regional maintenance of catchpits - regional maintenance of treatment devices.</p> <p>The committee also approved the overall strategy for procuring stormwater operations and maintenance services for the northern and central areas.</p> <p>On 9 April 2020, the Emergency Committee approved the awarding of the southern and regional maintenance contracts.</p> <p>The procurement plan for the operations and maintenance contract for the northern and central area of the Auckland region was approved 15 September 2020</p>												

Item 8

Attachment A

Area of work and Lead Department	Reason for work	Committee role (decision and/or direction)	Expected timeframes Highlight the month(s) this is expected to come to committee in 2021												
			Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
		<p>Decision: Approval of supplier recommendation report and award of contract for North and Central area Healthy Waters maintenance. A report will be provided in April 2021.</p>													
<p>Update on the award of Waiheke waste services Waste solutions</p>	<p>New waste services for Waiheke were procured in 2019 to deliver on the objectives on the Waste Management and Minimisation Plan 2018 and the Tīkapa Moana Hauraki Gulf Islands Waste Plan which is an appendix to the overall waste plan. Implementing these plans is a legislative requirement under the Waste Minimisation Act 2008.</p>	<p>Information: Updates on Waiheke Waste Services will be provided.</p> <p>Progress to date: The procurement plan for Waiheke waste services was approved on 7 February 2019 and the supplier recommendations were approved on 4 September 2019. Staff advised that the value of the final contract would be confirmed by November 2019. A memo was sent in November 2019 to provide an update on the award of Waiheke waste services.</p> <p>A report will be provided in June 2021.</p>													
<p>Inorganic services contract Waste Solutions</p>	<p>To procure an inorganics service, which is an action in the Waste Management and Minimisation Plan 2018: Working together for Zero Waste. Implementing the waste plan is a legislative requirement under the Waste Minimisation Act 2008.</p>	<p>Decision: Approval of procurement plan for new inorganic contract/services commencing February 2022</p> <p>Approval of supplier recommendation report.</p> <p>Progress to date: Procurement plan approved for the inorganic collection service, and the six-month extension of the current inorganic collection contracts on 13 October 2020.</p> <p>A report will be provided in June 2021.</p>													

Completed

Lead Department	Area of work	Committee Role (decision and/or direction)	Decision
Extension to inorganic services contracts Waste Solutions	To allow time for a review of the current inorganics service, which is an action in the Waste Management and Minimisation Plan 2018: Working together for Zero Waste. Implementing the waste plan is a legislative requirement under the Waste Minimisation Act 2008.	To approve a one-year extension/variation with incumbent suppliers for the inorganic collection and inorganic processing contracts.	Procurement plan approved for the inorganic collection service, and the six-month extension of the current inorganic collection contracts. (Resolution number STR/2020/18)
Te Whau pathway shovel-ready funding project Community Facilities	Environmental outcomes and better transport connectivity through walkways and pathways. Faster project delivery and construction to support multiple community outcomes using the shovel-ready funding.	Approval of procurement plan to approach market for the main project works covered by the shovel-ready funding.	Procurement plan approved. Authority delegated to council's chief executive to execute the procurement plan. Authority delegated to council's chief executive to approve the supplier recommendation report, award of contract and approval of variations. (Resolution number STR/202019)
Update on suppliers for the Retrofit Your Home panels Environmental Services	To provide an update on the suppliers who were appointed to the Retrofit Your Home panels.	Establishment of supplier panels.	The establishment of the panels was approved. (Resolution number STR/2019/66)
Update on suppliers for physical works and technical services panels Healthy Waters	To provide an update on the suppliers who were appointed to the Healthy Waters technical services and physical work panels.	Establishment of supplier panels.	The establishment of the panels was approved. (Resolution number STR/2019/25)
Biodiversity protection services delivered through the Natural Environment Targeted Rate – Category Strategy Environmental Services	This procurement category strategy will support effective implementation of the council's key services related to the natural environment targeted rate work programmes.	Endorsement of procurement category strategy for biosecurity protection services delivered through the Natural Environment Targeted Rate.	The Category Strategy was endorsed. (Resolution number STR/2020/4)
SAP Licensing Renegotiation Procurement	To re-negotiate current SAP agreement to better suit council's current and future needs, and to better align with SAP's commercial and technical roadmap.	Approval of contract variation for support and maintenance services for a 5-year period until December 2025.	A report was provided in December 2020. (Resolution number STR/2020/25)
Full Facilities contract performance update Community Facilities	To update the Strategic Procurement Committee on suppliers' performance under Community Facilities' arboriculture services, ecological services, and full facilities maintenance contracts.	To receive the Community Facilities full facilities contracts performance update for Financial Year 19/20.	The update was received in December 2020. (Resolution number STR/2020/26)

Procurement plan for legal services

File No.: CP2021/00194

Te take mō te pūrongo

Purpose of the report

1. To note the procurement plan to issue a Request for Proposal (RFP) for external legal services.

Whakarāpopototanga matua

Executive summary

2. In January 2018 Auckland Council deployed an innovative “contracted provider model” for provision of external legal services following an open RFP process. This made a shift from ad hoc estimates-based instructions, to a structured approach to achieve better pricing, efficiency, alignment, innovation and risk management. This model has been successful.
3. The contracts were extended for six months to avoid issuing an RFP during Covid-19 and its aftermath, and Legal Services / Ngā Ratonga Ture is now ready to take the contracts back to market.
4. The objectives in this RFP are:
 - include Auckland Transport and Watercare in relevant workstreams.
 - retain the benefits from the previous RFP in managing business as usual BAU legal work, including the specific innovations and added-value benefits we wish to retain.
 - introduce an “integrated delivery” approach for large matters (including significant litigation and major projects). This is aimed at the seamless use of both in-house and external resource on large matters, rather than all-or-nothing briefing.
 - emphasise values-alignment, including Māori outcomes and sustainability, as active partners for council group in pursuing these shared objectives.
5. The workstreams included in the RFP are largely the same as last time, with some minor changes and consolidations. This time we do not need to test the market so broadly in terms of innovation proposals, having got a feel for what works. This RFP will be more focused on exactly what we want, and therefore easier for the market to respond to, and for us to evaluate and negotiate.
6. A willingness of firms to drive efficiency in BAU workstreams and engage with us on the new way of “integrated” working, will be critical to their success in the RFP. We expect that this will be another New Zealand-first in the legal market and should attract good interest.
7. Auckland Council Legal Services/Ngā Ratonga Ture and Procurement teams have engaged with Watercare and Auckland Transport to involve them in the proposed RFP and they have agreed to participate in the procurement process, including evaluation and negotiation.
8. In keeping with Legal Services/Ngā Ratonga Ture’s commitment to its Māori Responsiveness Strategy, a new Te Ao Māori evaluation criterion will be introduced in the evaluation process.
9. Most of Council group’s combined legal spend is covered by this RFP, including Auckland Council and its shared-services CCOs Panuku and Auckland Unlimited as well as Auckland Transport and Watercare (who will be taking their budgets through separate approval processes).

Ngā tūtohunga Recommendation/s

That the Strategic Procurement Committee:

- a) note the information contained in this report on the procurement for legal services enables transparency on the topic due for discussion in the public excluded part of the meeting.
- b) note that the confidential report contains information that could prejudice the council's position in negotiations with suppliers.

Horopaki Context

10. Effective delivery of in-house legal services depends on managing external provider relationships, optimising performance of the in-house team, and balancing high-service delivery standards for internal clients with demand reduction and self-help tools.
11. The “contracted provider model” from 2018 addressed the external relationship and dovetailed with in-house and client-side initiatives. It was a novel approach for council, especially in terms of the lump sum approach to high-volume BAU workstreams, taking a portfolio approach to service delivery and risk management.
12. We achieved significant financial savings, service-level improvement, risk management, innovation and client-relationship management benefits. Lump sum pricing for BAU effected a realignment from maximising cost inputs, to maximising outcomes. It changed the game from buying “retail”, to more of a supply-side solution for BAU work bundles.
13. The aim of this RFP is to build on that success, with a new focus on “**integrated delivery**” of larger legal matters, including significant litigation and major projects. These account for an increasingly large part of group legal spend, and the “retail” price is high:
 - By joining in-house and external resource to provide seamless legal services to clients we aim to resource work more effectively, better manage costs and outcomes, and achieve a range of broader Council objectives.
 - This departs from the old approach of “law firm acting on instruction”, and requires high mutual trust, a shared accountability for good outcomes, and willingness to embrace a new way of providing services.
14. Watercare and Auckland Transport have also been working towards similar procurement approaches, and the collaboration which occurred between us during Covid-19 has set the stage for us jointly to procure some of the workstreams we have in common.
15. While the first RFP mostly focused on structural and systemic improvements (and outcomes alignment), the integrated delivery approach will sharpen the focus on behaviours and values alignment. We need to partner with firms that are up for this challenge and ready to evolve the way they work with their significant clients. It will also be a healthy challenge for Legal Services/Ngā Ratonga Ture (and counterparts in Auckland Transport and Watercare).
16. The RFP will clearly state that successful providers need to:
 - Share and support Council group's values, objectives and behaviours.
 - Contribute to Council group's obligations and commitments to Māori and demonstrate support for Māori outcomes.
 - Be committed to Council group's social and sustainable outcomes, including having and promoting a sustainable, diverse and inclusive workforce.

- Provide added value capability and outcomes that are specifically described, including mahi tahi objectives which take a long-term and holistic view of the relationship.
17. Since the last RFP, Council's policies have moved from Māori "responsiveness" to a more explicit focus on delivering actual Māori outcomes. This theme will be strongly reflected in the RFP. We are interested in:
- Capabilities and resources they have which will help develop our own performance;
 - The firms' own programmes to enhance Māori employment and development outcomes (to match our own Local Government Act objectives on Māori employment and participation), including representation in their senior leadership;
 - Their outreach and pro-bono activities for Māori;
 - Their engagement and involvement in the Māori economy, and opportunities to help leverage and develop Council group's connections in this area (including alternate financing, environmental management, and infrastructure investment and delivery);
 - Their cultural competency and evidence of living those values; and
18. Māori outcomes are discussed further in the Tauākī whakaaweawe Māori part of this Report.
19. An integrated approach places more responsibility on the in-house team, as there is less "risk-shifting" to external firms (with associated cost). The management rigour in Legal Services/Ngā Ratonga Ture, and high professionalism and experience of team members, helps enable this model and manage risk.

Tātaritanga me ngā tohutohu Analysis and advice

Contract performance

20. From January 2018, contracts were awarded to eleven providers across seventeen workstreams.
21. Over the past three years, contracts have resulted in savings and value-add benefits for legal services and council.
22. The contracted provider model has been particularly successful in managing costs and risks in high-volume "business as usual" areas under the lump sum approach.
23. The appropriate responses to help manage legal budgets and spend are not solely related to procurement strategy. Legal Services/Ngā Ratonga Ture continues to work on managing budget pressures, the current and future challenges of optimising the balance of internal FTE, a focus on "legal operations" improvements, tools and technology, reducing service levels in some areas, and closer coordination with business units regarding legal expense for major opex projects.

Integrated delivery model

24. While the last RFP and provider contracts focused on innovative ways to achieve savings through lump sum bundling of BAU work and more closely managing instructions, this RFP will focus on developing an integrated delivery model of working together with contracted law firms to achieve greater savings and better outcomes for council on large matters.
25. The amount of this work has increased which puts significant demands on in-house time and external legal resource, often under tight time constraints. Cost savings for major project work and significant litigation are hard to achieve. Our main providers already offer discounted rates, and there are not the same "bundling" efficiencies as for BAU.
26. We have trialled the integrated approach on recent litigation matters and commercial projects.

27. Efficient allocation of work between in-house and external resource on single matters (with clear task responsibility) has other benefits for staff development, innovation and engagement. It shares success on the “interesting” work and builds strong relationships. It will be a new experience for some of the firms, because they will not control the end-to-end product, and may have concerns about liability, insurance and reputational risk. We are confident we can manage those issues.
28. The integrated approach also underscores the importance of values alignment and our non-financial outcomes: If we are working that closely together, modelling shared values and driving common goals becomes important. While previously these fell into the “value-add” category (which can tend to be make-weights), more integrated working will allow two-way travel on corporate social responsibility issues.

Tauākī whakaaweawe āhuarangi **Climate impact statement**

29. The recommendations made in this report are not considered to have any specific climate impacts.

Ngā whakaaweawe me ngā tirohanga a te rōpū Kaunihera **Council group impacts and views**

30. Auckland Council, Auckland Transport and Watercare are undertaking a group source approach to do more with less while creating better value for ratepayers.

Ngā whakaaweawe ā-rohe me ngā tirohanga a te poari ā-rohe **Local impacts and local board views**

31. The recommendations made in this report are not considered to have any specific impacts on local boards.

Tauākī whakaaweawe Māori **Māori impact statement**

32. Legal Services/Ngā Ratonga Ture and Procurement has engaged with the Independent Māori Statutory Board, Amotai - the Southern Initiative, and Te Hunga Roai Māori leading the development of a set of Māori priorities for this RFP. We have provided for Māori outcomes as a specific evaluation criterion, distinct from other sustainability and social procurement objectives.
33. Importantly, Te Ao Māori outlook will be integrated into our general evaluation and relationship expectations with providers, especially given the emphasis this procurement places on values alignment.
34. The specific Māori outcomes we are seeking are set out above in this Report, and there will be more scope to explore these during negotiations with shortlisted providers. We are conscious that many of the firms will have been making progress in this area, and we look forward to them sharing opportunities and ideas.
35. There will also be a range of Māori law firms in the market who may be able to provide specialist services to Council group, but not necessarily have the scale or resource to bid effectively for large workstreams (or have conflicts which make it impractical to be an “exclusive” provider to a local authority). Boutique firms generally have the same problem. It should be noted that this RFP covers most, but not all, of our combined legal spend. The RFP focuses on large and bulk spend areas which can be effectively “tendered”. We still have a meaningful amount of legal work (by total value) which gets directly briefed off-panel where required. The RFP may help us better understand Māori firm capability in the market, and separately Legal Services/Ngā Ratonga Ture is considering how we should manage off-panel spend.

36. Legal Services/Ngā Ratonga Ture teams are committed to improving Māori outcomes in keeping with the department's business plan and goals. This includes working with providers who show a commitment to Te Tiriti o Waitangi.

Ngā ritenga ā-pūtea Financial implications

37. In reviewing legal spend the following should be noted:
- The RFP does not cover all legal services, but all legal spend with the providers is deemed to be covered by the contracts for relationship management and performance review purposes.
 - Influences on spend levels include our capacity to deliver services in-house (current FTEs), and major projects and litigation which have a direct and indirect impact on the volume of work briefed to providers.

Ngā raru tūpono me ngā whakamaurutanga Risks and mitigations

38. The key risks relating to this procurement and proposed mitigations to ensure successful delivery are summarised below.
39. **Risk of procurement failure:** risk of procurement failure is moderate due to the complex nature and broad scope of services being procured. It is expected that this will be mitigated through extended engagement and consultation with internal legal stakeholders and a high level of oversight by senior procurement personnel.
40. **Market does not deliver required outcome within budget:** this may result in a need to re-procure services or it could place council in a weak position through direct negotiation with an incumbent supplier. This risk will be mitigated through an early engagement process so potential suppliers can determine how they can meet the council's objectives, provide early visibility of key risks and issues, and advise on what the market can and cannot contribute towards the proposed procurement.

Ngā koringa ā-muri Next steps

41. The RFP process will commence on 3 February 2021.
42. The supplier recommendations will come to the Strategic Procurement Committee for approval in May 2021.

Ngā tāpirihanga Attachments

There are no attachments for this report.

Ngā kaihaina Signatories

Author	Margaret Malcolm - Legal Practice Manager
Authorisers	Helen Wild - General Counsel Jazz Singh - General Manager Procurement

Exclusion of the Public: Local Government Official Information and Meetings Act 1987

That the Strategic Procurement Committee

- a) exclude the public from the following part(s) of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

C1 CONFIDENTIAL: Procurement plan for legal services

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	<p>s7(2)(h) - The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.</p> <p>s7(2)(i) - The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</p> <p>In particular, the report contains information that could prejudice the council's position with potential suppliers.</p>	<p>s48(1)(a)</p> <p>The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.</p>