

Cabinet (Resources) Panel

20 March 2024

Report title	Procurement – Award of Contracts for Works, Goods and Services	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Louise Miles Resources	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	James Howse, Interim Director of Finance	
Originating service	Procurement	
Accountable employee	John Thompson Tel Email	Head of Procurement 01902 554503 John.thompson@wolverhampton.gov.uk
Report to be/has been considered by	Directorate Leadership Team	

Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Delegate authority to the Cabinet Member for Digital and Community Inclusion, in consultation with the Executive Director of Economy, to approve the award of a contract for Supply and Delivery of Paper when the evaluation process is complete.
2. Delegate authority to the Cabinet Member for Governance and Equalities, in consultation with the Director of Resident Services, to approve the award of a contract for Phased Demolition Works (Phase 1) at New Park Village when the evaluation process is complete.
3. Delegate authority to the Cabinet Member for Governance and Equalities, in consultation with the Deputy Director of Assets, to approve the award of a contract for the Roof Replacement for the Council Chamber when the evaluation process is complete.
4. Delegate authority to the Cabinet Member for Visitor City, in consultation with the Director of City Economy and Partnerships, to approve the award of a contract for Roundabout Sponsorship & Advertising when the evaluation process is complete.

5. Approve honouring the provision of advertising for verified paid customers of the previous contractor for Roundabout Sponsorship & Advertising but are as yet to have received their advertising through provision by the new contractor, to be funded through the Council's element of future profit share.
6. Delegate authority to the Cabinet Member for Adults and Wellbeing, in consultation with the Director of Adult Social Care to approve the award of the contract(s) for advocacy services when the evaluation process is complete.

1.0 Councillor Obaida Ahmed, Cabinet Member for Digital and Community Inclusion

1.1 Delegated Authority to Award a Contract – Supply and Delivery of Paper

Ref no:	CWC24008
Council Plan aim	Driven by Digital
Originating service	Digital & IT Print Room
Accountable officer	Nick Knowles, Digital Print Solutions Manager (01902) 556678
Leadership Team approval	29 January 2024
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital and Community Inclusion
Date Lead Cabinet Member briefed	19 February 2024
Procurement advisor	Sheena Douglas, Procurement Buyer

1.2 Background

- 1.3 The Print Room based at the Civic Centre provides a vital service to City of Wolverhampton Council (CWC) and its partner organisations. It also generates income from the provision of its print services. Paper is purchased in bulk quantities from a supplier at competitive rates and on demand. The current contract expires on 18 May, and it is necessary to put in place a new supplier contract to ensure continuation of the Print service.

Proposed Contract Award	
Contract duration	Five years (4 + 1)
Contract Commencement date	19 May 2024
Annual value	£76,000
Total value	£380,000

1.4 Procurement Process

- 1.5 The procurement procedure will be an Open Tender in accordance with the Public Contract Regulations (PCR) 2015 and the Council's Contract Procedure Rules. This route to market has been decided because there is a limited number of wholesale suppliers of paper to the UK market. This route also provides opportunities for local suppliers to bid, supporting the Wolverhampton Pound.
- 1.6 The evaluation scoring balance will be 75% price, 10% quality, 5% Equalities and 10% Social Value. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.
- 1.7 The evaluation team will comprise:

Name	Job Title
Nick Knowles	Digital Print Solutions Manager
Deepak Kumar	Digital Print Estimator and Buyer

1.8 Evaluation of alternative options

- 1.9 The use of PCR compliant frameworks e.g. Crown Commercial Service, ESPO, has been considered but paper merchants are not registered on them. Providers of Office Supplies can be found on these frameworks, but the experience of digital print services has been that they are unable to supply the quantities of paper required, often at short notice.

1.10 Reason for decisions

- 1.11 An open tender process has been chosen to enable local suppliers to bid to supply the goods. This supports the Wolverhampton Pound.

1.12 Financial implications

- 1.13 The estimated annual contract cost of £76,000 can be accommodated within the existing stationery budget.

1.14 Legal implications

- 1.15 The procurement will be an above threshold procedure in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

1.16 Equalities implications

- 1.17 An equalities impact assessment is being completed and consideration will be given to the provision of alternative paper colours, off-white/cream that may benefit colleagues with dyslexia, as an example.

1.18 All other implications

1.19 An Information Governance impact assessment has been completed.

1.20 Recommendation

1.21 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Digital and Community Inclusion, in consultation with the Executive Director of Economy, to approve the award of a contract for Supply and Delivery of Paper when the evaluation process is complete.

2.0 Councillor Paula Brookfield, Cabinet Member for Governance and Equalities

2.1 Delegated Authority to Award a Contract for Phased Demolition Works (Phase 1) New Park Village

Ref no:	CWC24024
Council Plan aim	Good homes in well-connected neighbourhoods
Originating service	Housing Development (Regeneration)
Accountable officer	Nicky Sahota-Brown, Project Delivery Manager
Leadership Team approval	4 July 2023
Accountable Lead Cabinet Member	Cllr Paula Brookfield, Cabinet Member for Governance and Equalities
Date Lead Cabinet Member briefed	14 July 2023
Procurement advisor	Florence Ahiente, Procurement Manager

2.2 Background

2.3 An assessment was undertaken to look at the development of the allotment site located on Valley Road, and 97% of the allotment pitches were allocated. As such the implications were that the allotments cannot be used as a first phase for new build developments for residents to move into. Which prompted a feasibility study that was undertaken to determine other suitable development sites in the nearby locality, and Longford Road Open Space was identified as an option that was suitable and was put forward for development as the first phase of the newbuild scheme subject to planning agreement and resident consultation.

- 2.4 The proposed approach for phase one is the demolition, rehousing and new build of properties which will include Nos 9 - 31 Ellerton Walk (Block one) and Nos 172 – 193 Ellerton Walk (Block 2) to be the first blocks to be demolished, and the options for relocation during this period that have been discussed with the residents are as follows:
- Tenants can wait until the site at Longford Road is developed and be considered for re-housing within this first phase. The Project Team has communicated to residents that there is no guarantee that everyone who lives in block one and two can be accommodated on the completion of this first phase.

b. Tenants can apply for re-housing in alternative accommodation in other parts of the city. New Park Village (NPV) Tenant Management Committee (TMC) will assist tenants with their applications for City of Wolverhampton Council (CWC) accommodation.

c. Tenants may prefer to seek private accommodation if they wish.

2.5 Where the rehousing of tenants residing in those blocks marked for demolition is expected to take a longer period, they will be asked to move into vacant properties in other blocks within the estate, and residents who decide to move out of the estate and be re-housed in other parts of the city will be offered the chance of Right to Return once the new properties have been completed. However, residents wishing to remain on the estate while demolition and redevelopment takes place will be given priority.

Proposed Contract Award	
Contract duration	48 weeks
Contract Commencement date	12 August 2024
Annual value	£N/A
Total value	£3,700,000

2.6 Procurement Process

2.7 The intended procurement procedure will be an Open Procedure, below the Works threshold in accordance with Public Contract Regulations 2015. This route to market has been selected for the purposes of opening up this competition to the wider market, which would also serve to encourage a robust competitive tender process supporting the Wolverhampton Pound. This route would also serve to provide best value for CWC, while assisting in promoting some of its key goals aligned to sustainability and Social Value.

2.8 The evaluation scoring balance will be:

Criteria	Percentage Weightings
Price	60%
Quality	25%
Social Value	10%
Equality, Diversity & Inclusion (EDI)	5%

2.9 Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

2.10 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Nicky Sahota-Brown	Project Delivery Manager	
Gareth Mascarenhas	Architectural Technician	
Adrian Boyle	Construction Quality Supervisor	
Kam Faulkner	Quantity Surveyor	Arcadis

2.11 Evaluation of Alternative Options

- 1) Frameworks were considered for this procurement and discounted, as these works are not considered to be of a complex nature to warrant the use of specialised contractors from a framework.
- 2) Do Nothing – Would constitute reputational damage to CWC, who has already committed to this scheme, and undertaken extensive consultations with the residents and other stakeholders within the community.
- 3) The option for CWC to undertake the works was not considered due to the lack of inhouse resources, Knowledge and expertise required for the management and implementation of this scheme.

2.12 Reason for decisions

2.13 This scheme is part of a wider programme of works being implemented for the New Park Village Redevelopment Scheme, in which two blocks are to be demolished in preparation for phase one of the redevelopment programme.

2.14 As such Open Tender Procedure has been selected as the preferred procurement route to market, because it will enable this opportunity to reach the wider market and generate greater interest in the participation of this tender exercise.

2.15 Financial implications

2.16 Cabinet on 17 January 2024 approved a capital budget of £67 million for the estate remodelling which will fund the redevelopment at New Park Village and the City-Wide Non-Traditional replacement programme, the first phase of which will replace the Tarran bungalows at Bushbury, Wednesfield and Portobello.

- 2.17 The redevelopment at New Park Village will replace around 200 poor energy performing properties and replace with modern, energy efficient homes to meet the needs of the local community and there may be opportunity to increase the number of homes once fully designed, in consultation with the community.

2.18 Legal implications

- 2.19 The procurement will be a below threshold procedure in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
- 2.20 CWC will ensure that it complies with the applicable statutory and other processes when awarding the contract.

2.21 Equalities implications

- 2.22 As part of CWC's commitment to involving tenants and other service users in the management of housing services, we have contracted TPAS, (Tenant Participation Advisory Service) to work with our Managing Agents, including Wolverhampton Homes, in developing tenant scrutiny models which encourage meaningful engagement and an opportunity to have oversight of housing management and influencing and shaping service delivery. The Housing Tenant Scrutiny and Engagement approach was rolled out across our Managing Agents from April 2023. The approach is independent of CWC and its managing agent and will deliver meaningful consultation and scrutiny of housing services and promote tenant led regulation. TPAS are required to ensure the tenant scrutiny service is representative of all tenants. Adjustments are made in service delivery to ensure the service is accessible to all.

2.23 All other implications

- 2.24 There will be environmental implications, because the proposed works are geared towards improvements and redevelopment to the physical environment, residents, and community at large, with this redevelopment scheme.
- 2.25 There are also other implications arising from the need to implement the relocation of residents of which there will be continued consultations with those affected.

2.26 Schedule of background papers

- 2.27 New Park Village Redevelopment Programme Cabinet Report – Funding approved 17 February 2021.

2.28 Recommendation

- 2.29 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Governance and Equalities, in consultation with the Director of Resident Services, to approve the award of a contract for Phased Demolition Works (Phase 1) at New Park Village when the evaluation process is complete.

3.0 Councillor Paula Brookfield, Cabinet Member for Governance and Equalities

3.1 Delegated Authority to Award a Contract for Roof Replacement for the Council Chambers

Ref no: CWC24023	
Council Plan aim	Climate Action
Originating service	Asset Management
Accountable officer	Ola Ona, Design Engineering Manager
Leadership Team approval	8 February 2024
Accountable Lead Cabinet Member	Cllr Paula Brookfield, Cabinet Member for Governance and Equalities
Date Lead Cabinet Member briefed	21 February 2024
Procurement advisor	Florence Ahiante Procurement Manager

3.2 Background

- 3.3 The presence of Reinforced Autoclaved Aerated Concrete (RAAC) was confirmed on the Council Chamber's roof structure. Historic RAAC panel failures have included the significant collapse of whole structures occurring suddenly without minimal warning. The presence of RAAC panels is an important health and safety issue, and the structural engineer has recommended that the panels be replaced.

Proposed Contract Award	
Contract duration	Three months
Contract Commencement date	1 July 2024
Annual value	£N/A
Total value	£426,703

3.4 Procurement Process

- 3.5 The intended procurement procedure will be an Open Tender Procedure, below the Works threshold in accordance with the Public Contract Regulations 2015. The open tender process provides opportunities for local suppliers to bid supporting the Wolverhampton Pound. The evaluation scoring balance will be:

- Quality – 25%
- Price – 60%
- Social Value – 10%
- Equality, Diversity & Inclusion - 5%

3.6 Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

3.7 The evaluation team will comprise.

Name	Job Title	Organisation (if not WCC)
Ola Ona	Design Engineering Manager	
Gareth Mascarenhas	Architect Technician	
Sunny Sahota	Structural Engineer	
Nicky Sahota-Brown	Project Delivery Manager	
Kam Faulkner	Quantity Surveyor	Arcadis

3.8 Evaluation of Alternative Options

- a) Option 1- Do nothing - This option has been discounted as the roof is beyond a state of economic repair and needs replacement due to its poor condition and related health and safety issues.
- b) Option 2 - Frameworks were not considered suitable, as these works are not classed as specialist works, and can be carried out by most contractors in the market that can undertake roofing and construction works, which could be better achieved via an Open Competition.
- c) Option 3 - the option for CWC to undertake the works was not considered due to the lack of inhouse resources, knowledge and expertise required for the management and implementation.

3.9 Reason for decisions

3.10 CWC has a duty to ensure that its assets are fit for purpose in line with statutory requirements and compliance regulations. As such these works are deemed an essential part of the maintenance regime of this building for it to remain in use.

- 3.11 An open tender is the preferred route to market, as it will enable small and medium-sized enterprises (SMEs), local suppliers, as well as larger contractors who are interested to participate in this tender exercise. Which would encourage a robust competition and enable CWC to achieve better value at contract award.

3.12 Financial implications

- 3.13 The cost estimate is £427,000 (£803/sqm) that has been based on current day rates with adjustments for variations in the tender bids and construction works inflation.
- 3.14 The approved capital programme includes budget provision for this project within the Corporate Asset Management Fund. The cost estimate of £427,000 can be met from the existing approved budget.

3.15 Legal implications

- 3.16 The procurement will be an above threshold procedure in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
- 3.17 CWC will ensure that it complies with the applicable statutory and other processes when awarding the contract.

3.18 Equalities implications

- 3.19 The replacement of the roof does not have any equality implications, but these works are necessary, and will be in line with Health and Safety regulations, and the improved infrastructure can indirectly benefit various members of the community.

3.20 All other implications

- 3.21 These works will extend the life of the building and meet current building regulations and statutory requirements.

3.22 Schedule of background papers

- 3.23 The report is within the Quarter 3 Capital Outrun report to Cabinet on 21 February 2024.

3.24 Recommendation

- 3.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Governance and Equalities, in consultation with the Deputy Director of Assets, to approve the award of a contract for the Roof Replacement for the Council Chamber when the evaluation process is complete.

4.0 Councillor Bhupinder Gakhal, Cabinet Member for Visitor City

4.1 Delegated Authority to Award a Contract – Roundabout Advertising

Ref no:	CWC24028
Council Plan aim	Thriving economy in all parts of the city
Originating service	Commercial Services
Accountable officer	Ian Fegan, Director of City Economy and Partnerships (01902) 554286
Leadership Team approval	31 January 2024
Accountable Lead Cabinet Member	Cllr Bhuplinder Gakha, Cabinet Member Visitor City
Date Lead Cabinet Member briefed	7 February 2024
Procurement advisor	Carol Wintle, Procurement Business Partner (01902) 553836

4.2 Background

- 4.3 In December 2021 approval was received by Cabinet (Resources) Panel that authority to delegate to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations (SRO), to approve the award of a contract for Roundabout Sponsorship & Advertising once the evaluation process was complete.
- 4.4 CWC called off an ESPO framework agreement (3A_20 Advertising Solutions 2, Lot 6 Management of Commercial Advertising Space) and entered into a three-year call-off concession contract with Immediate Solutions Limited (ISL) which commenced on 1 April 2022 and expires on 31 March 2025 (with an option to extend for a further 12 months).
- 4.5 ISL are contracted to utilise selected roundabouts for advertising purposes across the city (once planning permission has been granted by CWC). This involves sourcing companies who wish to advertise their business, preparing advertising signs and installing signage at specific locations.
- 4.6 The anticipated contract income was £86,000 over the term of the three-year contract, plus the provision of social value commitments; in addition, however, this excludes business rates and planning fees. The income generated is to contribute to city events held for visitor economy.

- 4.7 Various contractual performance issues were being addressed with ISL prior to CWC being advised of a fall in credit rating and in January 2024 ISL entered into administration.
- 4.8 The Commercial team have been exploring options on how to proceed to support advertisers, manage risk for CWC and to retain an income stream for the sponsorship and advertising portfolio.
- 4.9 An alternative supplier is required to make good the existing contract, to ensure that advertisers receive the services they have paid for and has also negotiated a much-improved income arrangement for CWC.
- 4.10 This proposed contract award shows a significant anticipated increase in income of £352,000 over the life of the contract.

Proposed Contract Award	
Contract duration	Five years (3+1+1)
Contract Commencement date	1 April 2024
Annual value	£87,600
Total value	£438,000

4.11 Procurement Process

- 4.12 The intended procurement procedure will be a direct award, call-off from ESPO Framework 3A_20 Advertising Solutions 2 (Lot 6) in accordance with Public Contract Regulations 2015. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

4.13 Evaluation of alternative options

- 4.14 The Commercial team has considered four options, these are as follows:
- 4.15 **Option 1 – To seek an alternative supplier** – to ensure the advertisers including local businesses are supported, advertising signs are installed, risk is mitigated as there are no direct costs to CWC and optimise income from both the advertising and supplementary fees – all parties benefit from this option.
- 4.16 **Option 2 – In-house delivery** – to run the roundabout advertising service in-house. This would incur direct and upfront costs for CWC to setup, manage, source advertisers and deliver the operational aspects of advertising on the roundabouts – which in the current climate entails more risk than option 1 and may be worth considering at a later date.

4.17 **Option 3 – to complete installations and cease further advertising** – to ensure advertisers get the advertising space they have paid for, but this would be at cost to CWC as there would be no ongoing revenue to offset against these costs. By ceasing all future roundabout advertising there would be no further risk, however income opportunities would be lost.

4.18 **Option 4 – Do nothing** – This is not an option as CWC wish to support local business and advertisers and find a suitable solution.

4.19 **Reason for decisions**

4.20 Option 1 is recommended as this ensures the advertisers receive the advertising space they have paid for, minimises risk including reputational damage for CWC and generates a much improved income stream and contribution to the advertising and sponsorship portfolio.

4.21 **Financial implications**

4.22 The new supplier estimates the Council could expect to receive income in the region of £438,000 throughout the lifetime of the contract for roundabout sponsorship and advertising. This equates to an extra £352,000 over the life of the contract compared to the exiting contract, however, it is dependent on market conditions and business demand. Regardless of this, this arrangement is likely to be much more commercially attractive to the Council than the previous contract which was agreed as the country was coming out of the pandemic.

4.23 Year 1 income will be lower due to roundabout sites that have already been sold by the previous supplier – these will not generate further revenue until they become available to sell again or are renewed.

4.24 Several customers of the previous contractor had paid (pending verification) for advertising which remains outstanding, we anticipate to honour providing advertising for these customers through the new contractor. This cost will be funded through the councils element of future profit share which is anticipated to be covered in year 1 of the contract with the provider.

4.25 Years 2-5 income is anticipated based on 50 roundabouts being sold, at an average price of £3,500 per site.

4.26 All direct and operational costs connected to the advertising, such as signage installation and maintenance, National Non-Domestic Rates, and planning consent will be paid by the supplier.

4.27 **Legal implications**

4.28 The proposed framework process as regulated under Regulation 33 of the Public Contract Regulations 2015 will be a beneficial process for CWC as it will enable CWC

and the provider to enter in an arrangement that will save time, costs and resources in the tendering process and contract administration.

- 4.29 The procurement will be an above threshold procedure in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

4.30 Equalities implications

- 4.31 An equalities analysis has been completed for this strategy and reviewed by the Equalities Team.

4.32 All other implications

- 4.33 Any other implications are detailed in the Sponsorship and Advertising Options Paper.

4.34 Schedule of background papers

- 4.35 Approval received by Cabinet (Resource) Panel that authority to delegate to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations (SRO), to approve the award of a contract for Roundabout Sponsorship & Advertising once the evaluation process was completed – 8 December 2021.

- 4.36 IEDN signed by Cllr Steve Evans, Cabinet Member for City Environment & Climate Change and Director of Communications and Visitor Experience -14 February 2022.

4.37 Recommendation

- 4.38 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Visitor City, in consultation with the Director of City Economy and Partnerships, to approve the award of a contract for Roundabout Sponsorship & Advertising when the evaluation process is complete.
- 4.39 Cabinet (Resources) Panel is recommended to approve honouring the provision of advertising for verified paid customers of the previous Roundabout Sponsorship & Advertising contractor but are as yet to have received their advertising through provision by the new contractor, to be funded through the Council's element of future profit share.

5.0 Councillor Jasbir Jaspal, Cabinet Member for Adults and Wellbeing

5.1 Delegated Authority to Award a Contract – Advocacy Services

Ref no:	CWC23058
Council Plan aim	Fulfilled lives for all with quality care for those that need it
Originating service	Commissioning - Adults
Accountable officer	Shen Campbell, Commissioning Officer (01902) 551040
Leadership Team approval	8 February 2024
Accountable Lead Cabinet Member	Cllr Jasbir Jaspal - Cabinet Member for Adults and Wellbeing
Date Lead Cabinet Member briefed	12 February 2024
Procurement advisor	Babita Mal, Procurement Manager

5.2 Background

5.3 CWC currently commissions six advocacy services, all of which are statutorily required:

1. Independent Mental Capacity Advocacy (IMCA) – This service supports best interest decisions with people who are deemed to lack capacity to do so.
2. IMCA Deprivation of Liberty Safeguards 2009 (DoLS) – This service applies to individuals who are protected by the DoLS introduced as an amendment to the Mental Capacity Act 2005.
3. Relevant Persons Paid Representative (RPPR)/Volunteer Relevant Persons Representative (VRPR) – This service represents relevant people in matters relating to or connected with the deprivation of liberty.
4. Care Act Advocacy (CAA) - The Care Act 2014 requires the local authority to promote control by the individual over their care and support.
5. Independent Health Complaints Advocacy Service: Locally branded as Wolverhampton Health Advocacy Complaints Service (WHACS). Aids with individuals making a complaint in respect of NHS funded services, including the Health Service Ombudsman, under the Health and Social Care Act 2012.
6. Independent Mental Health Act (IMHA) - Section 43 of the Health and Social Care Act 2012 requires specialist advocates who are trained specifically to work within the framework of the Mental Health Act 1983, Amendment 2007.

Proposed Contract Award	
Contract duration	Five years (3 + 1 + 1)
Contract Commencement date	16 August 2024
Annual value	Year 1 – £271,270 Year 2 – £271,270 Year 3 – £271,270 Year 4 – £271,270 Year 5 – £271,270
Total value	£1,356,350

5.4 Procurement Process

- 5.5 The intended procurement procedure will be an open, above threshold Light Touch Regime procedure in accordance with Public Contract Regulations 2015 and Council's Contracts Procedure Rules. This route to market has been decided because CWC is committed to demonstrating that the services it procures represent good value for money which have been sourced using open, transparent, and equitable processes. This route to market also offers opportunities for local suppliers to submit bids supporting the Wolverhampton Pound.
- 5.6 The evaluation scoring balance will focus primarily on the quality of services - Quality 60%, 10% Social Value, 5% Equality Diversity & Inclusion, and 25% Price. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.
- 5.7 The evaluation team will comprise:

Name	Job Title
Shen Campbell	Commissioning Officer (Adults)
Clare Hattersley	Senior Commissioning Officer (Adults)
Corrina Jeffrey	MCA DoLS Officer
Karen Chance	Service Manager - Mental Health

5.8 Evaluation of alternative options

- 5.9 The option to use internal resources has been discounted as there will be a potential conflict of interest with service users that require the service as an independent source of advocacy. There is also a lack of expertise and resource within CWC, and therefore an in-house provision would be unlikely to offer better value for money.

- 5.10 The option to utilise a framework has been discounted as there are no framework's available for this type of service requirement.
- 5.11 An alternative option would be to not redesign the service into one wider service and maintain multiple separate contracts with differing service providers: resulting in contract management time and resource inefficiencies.

5.12 Reason for decisions

- 5.13 The service will be procured as a single contract with separate service elements. This approach will provide flexibility in terms of service delivery, the deployment of staff across the services and opportunities to innovate. Additionally, this approach may offer efficiencies and benchmarking has identified that this approach has been adopted successfully in other authorities.

5.14 Financial implications

- 5.15 The 2024-2025 approved budget across Adult Social Care and Commissioning and Transformation to meet this contract is £271,300.

5.16 Legal implications

- 5.17 The procurement will be an open, above threshold procedure in accordance with the Light Touch Regime, Public Contract Regulations 2015 and Council's Contract Procedure Rules.
- 5.18 CWC has legal duties to comply with the following legislation and provide or commission the following services in response:
- CAA to comply with the Care Act 2014
 - IMCA including IMCA DoLS, and Relevant Paid Persons Representative Service (RPPR) to comply with the Mental Capacity Act 2005 and the Mental Capacity Amendment Act 2019
 - Independent Mental Health Advocacy (IMHA) to comply with the Mental Health Act 1983
 - IHCAS to comply with the NHS and Social Care Act 2012.
 - The Mental Capacity (Amendment) Act 2019 paved the way for DoLS to be replaced with a new scheme called the Liberty Protection Safeguards (LPS).

5.19 Equalities implications

- 5.20 The service is city-wide and will continue to support equality and be compliant with equality and disability legislations. The service specifications will include a requirement for the provider to collate demographic information.
- 5.21 The Provider must ensure they enable communication in a variety of verbal and non-verbal means, including pictorial aids, visual aids, symbols, Makaton, sign language, personal communication systems, interpretation/translation facilities and relevant aids (this list is not exhaustive).

5.22 All other implications

- 5.23 CWC believes that Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) will apply and has completed an exercise to provide potential bidders with data involving TUPE considerations.

5.24 Recommendation

- 5.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Adults and Wellbeing, in consultation with the Director of Adult Social Care to approve the award of the contract(s) for advocacy services when the evaluation process is complete.

6.0 Financial implications

- 6.1 All financial implications are included within the relevant section of the report.
[RP/06032025/P]

7.0 Legal implications

- 7.1 All legal implications are included within the relevant section of the report.
[SZ/07032024/P]

8.0 Equalities implications

- 8.1 The relevance to equalities and progress in terms of equality analysis will vary for each proposal included in this report. Accountable officers have and will ensure that evidence is collected and used to demonstrate compliance with CWC's legal obligations under the Equality Act 2010.

9.0 All other implications

- 9.1 All other implications are included within the relevant section of the report.

10.0 Schedule of background papers

- 10.1 All background papers are included within the relevant section of the report.