

## Cabinet (Resources) Panel

8 December 2021

<b>Time</b>	4.00 pm	<b>Public Meeting?</b>	YES	<b>Type of meeting</b>	Executive
<b>Venue</b>	Council Chamber - 4th Floor - Civic Centre, St Peter's Square, Wolverhampton, WV1 1SH				

### Membership

**Chair** Cllr Stephen Simkins (Lab)

#### Labour

Cllr Obaida Ahmed  
Cllr Ian Brookfield  
Cllr Paula Brookfield  
Cllr Steve Evans  
Cllr Bhupinder Gakhal  
Cllr Dr Michael Hardacre  
Cllr Jasbir Jaspal  
Cllr Linda Leach  
Cllr Beverley Momenabadi

Quorum for this meeting is three voting members.

### Information for the Public

If you have any queries about this meeting, please contact the Democratic Services team:

**Contact** Dereck Francis, Democratic Services  
**Tel/Email** 01902 555835 or dereck.francis@wolverhampton.gov.uk  
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Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

# Agenda

## Part 1 – items open to the press and public

*Item No.*     *Title*

### MEETING BUSINESS ITEMS

- 1            **Apologies for absence**
- 2            **Declarations of interest**
- 3            **Minutes of the previous meeting** (Pages 5 - 8)  
[To approve the minutes of the previous meeting as a correct record]

### DECISION ITEMS (AMBER - DELEGATED TO THE CABINET (RESOURCES) PANEL)

- 4            **Procurement - Award of Contracts for Works, Goods and Services** (Pages 9 - 50)  
[To approve the award of contracts for works, goods and services]
- 5            **Children's Social Work; Recruitment and Retention**  
[To consider options that could promote the recruitment and retention of children's social workers within the City of Wolverhampton Council] **[Report to follow]**
- 6            **Lower Bradley Community Centre - Health and Social Care Spoke Development Proposal** (Pages 51 - 60)  
[To declare Lower Bradley Community Centre surplus to Council requirements and agree the redevelopment strategy for the asset as a health and social care spoke facility]
- 7            **Exclusion of press and public**  
[To pass the following resolution:  
  
That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business as they involve the likely disclosure of exempt information on the grounds shown below]

## Part 2 - exempt items, closed to press and public

- |   |                                                                                                                                                                                                                                                                                            |                                                                                                                                                |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|
| 8 | <b>Lower Bradley Community Centre - Health and Social Care Spoke Development Proposal</b> (Pages 61 - 70)<br><br>[To declare Lower Bradley Community Centre surplus to Council requirements and agree the redevelopment strategy for the asset as a health and social care spoke facility] | Information relating to the financial or business affairs of any particular person (including the authority holding that information) Para (3) |
|---|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------|

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**Procurement - Award of Contracts for Works,  
Goods and Services** (Pages 71 - 78)

[To approve the award of contracts for works, goods  
and services]

Information relating to the  
financial or business affairs of  
any particular person (including  
the authority holding that  
information) Para (3)

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet (Resources) Panel</b> <b>Minutes - 17 November 2021</b>
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## Attendance

### Members of the Cabinet (Resources) Panel

Cllr Stephen Simkins (Chair)  
Cllr Obaida Ahmed  
Cllr Ian Brookfield  
Cllr Paula Brookfield  
Cllr Steve Evans  
Cllr Bhupinder Gakhal  
Cllr Dr Michael Hardacre  
Cllr Jasbir Jaspal  
Cllr Beverley Momenabadi (Virtually)

### Employees

Tim Johnson	Chief Executive
Mark Taylor	Deputy Chief Executive
Emma Bennett	Executive Director of Families
Charlotte Johns	Director of Strategy
Richard Lawrence	Director of Regeneration
Claire Nye	Director of Finance
David Pattison	Chief Operating Officer
Laura Phillips	Deputy Director of People and Change
Jaswinder Kaur	Democratic Services Manager
Dereck Francis	Democratic Services Officer

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## Part 1 – items open to the press and public

*Item No. Title*

- 1 Apologies for absence**  
Apologies for absence were submitted on behalf of Councillor Linda Leach.
- 2 Declarations of interest**  
No declarations of interests were made.
- 3 Minutes of the previous meeting**  
Resolved:  
That the minutes of the previous meeting held on 20 October 2021 be approved as a correct record and signed by the Chair.

**4 Procurement - Award of Contracts for Works, Goods and Services**

Councillor Ian Brookfield presented the report which sought approval to delegate authority to Cabinet Members to approve the award of contracts once the evaluation process is complete.

Resolved:

1. That authority be delegated to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Supply and Delivery of Fruit and Vegetables when the evaluation process is complete
2. That authority be delegated to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Supply and Delivery of Milk and Dairy Products when the evaluation process is complete.
3. That authority be delegated to the Cabinet Member for Adults, in consultation with the Executive Director of Families to approve the award of a contract for Healthwatch (Wolverhampton) when the evaluation process is complete.

**5 Exclusion of press and public**

Resolved:

That in accordance with Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business as it involves the likely disclosure of exempt information relating to the financial or business affairs of any particular person (including the authority holding that information).

## **Part 2 - exempt items, closed to press and public**

The Chair reported that as stated previously the meeting was in confidential session as the information included in the report could, if released into the public domain, prejudice the financial position of the Council or its partners. As such all present are under a legal duty of confidentiality and must not disclose any confidential information - to do so would not only be a breach of the Council's codes (for councillors and employees) but also a breach of the legal duty of confidentiality.

**6 Procurement - Award of Contracts for Works, Goods and Services**

Councillor Ian Brookfield presented for approval the report on the award of contracts for works, goods and services. He also asked Cabinet to note exemptions to Contract Procedure Rules approved by the Head of Procurement and Director of Finance during 1 August to 30th September 2021.

Resolved:

1. That the contract for Wolverhampton High Rise Infrastructure Refurbishment - Senior Structural Engineer and BIM Technician be awarded to Pick Everard of Halford House, Charles Street, Leicester, LE1 1HA for a duration of two years from 29 November 2021 to 29 November 2023 for a total contract value of £326,000.

2. That the contract with the Flexible Contracting Arrangement led by Birmingham Children's Trust for procuring residential placements for Children and Young People in Care be extended for a duration of three years from 15 December 2021 to 14 December 2024 with an extension value of £24.6 million.
3. That the exemptions to the Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 August 2021 to 30 September 2021 be noted.

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet (Resources) Panel</b> <b>8 December 2021</b>
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<b>Report title</b>	Procurement – Award of Contracts for Works, Goods and Services	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Ian Brookfield Leader of the Council	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	All Wards	
<b>Accountable Director</b>	Claire Nye, Director of Finance	
<b>Originating service</b>	Procurement	
<b>Accountable employee</b>	John Thompson Tel Email	Head of Procurement 01902 554503 John.thompson@wolverhampton.gov.uk
<b>Report to be/has been considered by</b>	Directorate Leadership Team	

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### Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for Mobile Lines and Data when the evaluation process is complete.
2. Delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for Session Initiation Protocol (SIP) Lines when the evaluation process is complete.
3. Delegate authority to the Leader of the Council, in consultation with the Director of Finance, to approve the award of a contract for Insurance Services when the evaluation process is complete.

4. Delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations, to approve the award of a contract for Roundabout Sponsorship & Advertising when the evaluation process is complete.
5. Delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of City Housing and Environment, to approve the award of a contract for the Supply of Tyres and Vehicle Related Services when the evaluation process is complete.
6. Delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of City Housing and Environment, to approve the award of a contract for the Supply of Wheelchair Accessible Minibuses when the evaluation process is complete.
7. Delegate authority to the Cabinet Member for Education, Skills and Work, in consultation with the Executive Director of Families, to approve the award of a contract for Schools Microsoft Enterprise Licence Agreement when the evaluation process is complete.
8. Delegate authority to the Cabinet Member for Health and Wellbeing, in consultation with the Director of Public Health, to approve the award of a contract for Public Health Primary Care Flexible Framework once the evaluation process is complete.
9. Delegate authority to the Cabinet Member for Adults, in consultation with the Executive Director of Families, to approve the award of a contract for the provision of care and support at Verona Court when the evaluation process is complete.
10. Delegate authority to the Cabinet Member for Children and Young People, in consultation with the Executive Director of Families, to approve the award of contracts for Young Parents Service, and Emergency & Homelessness Prevention Service for Young People when the evaluation process is complete.
11. Delegate authority to the Leader of the Council, in consultation with the Director of Regeneration, to approve the award of a contract for the Ignite office fit out when the evaluation process is complete.
12. Approve the virement of £330,000 from the Capital Corporate Contingency Budget to fund the Ignite office fit out costs.

## **1.0 Councillor Obaida Ahmed, Cabinet Member for Digital City**

### **1.1 Delegated Authority to Award a Contract – Mobile Lines & Data**

<b>Ref no: CWC21159</b>	
Council Plan aim	Well skilled people working in an inclusive economy
Originating service	Digital and IT
Accountable officer	Jaideep Ghai, Head of Digital and IT (01902) 553496
Leadership Team approval	22 October 2021
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital City (01902) 551218
Date Lead Cabinet Member briefed	29 October 2021
Procurement advisor	Peter Holmes, Procurement Manager (01902) 556175

### **1.2 Background**

- 1.3 The City of Wolverhampton Council (CWC) has an established Digital and IT Mobile asset estate that is utilised to provide the necessary mobile services to allow colleagues to perform their roles.
- 1.4 Digital and IT wish to maximise the evolving market to ensure CWC get value for money and continue to meet the requirements of both our internal and external customers that use the mobile network.
- 1.5 We are looking at the following three categories:
- Standard User
  - Unlimited User
  - Static device connection
- 1.6 This new contract will allow CWC to select and work with a single supplier that can offer the variety of services required to continue supporting CWC and partners to work in an agile manner.

Proposed Contract Award	
Contract duration	Four Years
Contract Commencement date	22 February 2022
Annual value	£235,000
Total value	£940,000

## 1.7 Procurement Process

1.8 The intended procurement procedure will be a framework (CCS RM3808 Lot 6) direct award procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 25% quality and 75% 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.

1.9 The evaluation team will comprise of:

Name	Job Title
Oliver Bradley	Data Centre and Asset Manager
Liam Woollery	Service Support Manager

## 1.10 Evaluation of alternative options

1.11 The alternative option would be to not retender this service and have no mobile phone provision in place for CWC.

## 1.12 Reasons for decisions

1.13 Due to the agile approach the Council is now adopting mobile phone and data access is essential to support the new ways of working.

## 1.14 Financial Implications

1.15 The total contract cost, over a four-year period, is £940,000. The annual cost, for each of the four-year contract, of £235,000 can be met from the existing revenue budget held within Digital and ICTS Service.

**1.16 Legal implications**

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

**1.18 Equalities implications**

- 1.19 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

**1.20 All other implications**

- 1.21 There are no other implications arising from the recommendations of this report.

**1.22 Recommendation**

- 1.23 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for Mobile Lines and Data when the evaluation process is complete.

## **2.0 Councillor Obaida Ahmed, Cabinet Member for Digital City**

### **2.1 Delegated Authority to Award a Contract – Session Initiation Protocol (SIP) Lines**

<b>Ref no: CWC21134</b>	
Council Plan aim	Well skilled people working in an inclusive economy
Originating service	Digital and IT
Accountable officer	Jaideep Ghai, Head of Digital and IT (01902) 553496
Leadership Team approval	22 October 2021
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital City (01902) 551218
Date Lead Cabinet Member briefed	29 October 2021
Procurement advisor	Peter Holmes, Procurement Manager (01902) 556175

## **2.2 Background**

- 2.3 CWC has an established Digital and IT Phone line estate that is utilised to provide the necessary services to allow colleagues and customers to perform their roles.
- 2.4 Session Initiation Protocol (SIP) trunking is a Voice over Internet Protocol (VoIP) technology and streaming media service based on the SIP by which Internet telephony service providers (ITSPs) deliver telephone services and unified communications.
- 2.5 SIP lines are used to make phone calls across CWC and its partners. The supplier that runs this service needs to be selected to enable the phone network to continue operating.
- 2.6 Digital and IT wish to maximise the evolving market to ensure CWC get value for money and continue to meet the requirements of both our internal and external customers looking at the SIP lines network.
- 2.7 This new contract will allow CWC to work with a single supplier that can offer the variety of services required to continue supporting CWC and partners to work in an agile manner. This method of procurement will ensure continuity of support.

Proposed Contract Award	
Contract duration	Seven Years
Contract Commencement date	22 February 2022
Annual value	£45,000
Total value	£315,000

## 2.8 Procurement Process

2.9 The intended procurement procedure will be a framework mini competition (CCS RM3808 Lot 3) procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 20% quality and 80% 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.

2.10 The evaluation team will comprise of:

Name	Job Title
Ismail Patel	Domain Architect - Infrastructure
Phil Neath	Production Support Manager

## 2.11 Evaluation of alternative options

2.12 The decision to move to SIP Lines provides options for communications than other legacy PRI and Centrex services via major telecommunications providers. SIP trunking is the preferred option to rationalise billing and reduce costs.

## 2.13 Reason for decisions

2.14 There are other suppliers in this market but none that provided the end-to-end management that we are looking for.

## 2.15 Financial Implications

2.16 The total contract cost, over a seven-year period, is £315,000. The annual cost, for each of the seven-year contract, of £45,000 can be met from the existing revenue budget held within Digital and ICTS Service.

**2.17 Legal implications**

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

**2.19 Equalities implications**

- 2.20 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

**2.21 All other implications**

- 2.22 There are no other implications arising from the recommendations of this report.

**2.23 Recommendation**

- 2.24 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for SIP Lines when the evaluation process is complete.



### 3.0 Councillor Ian Brookfield, Leader of the Council

#### 3.1 Delegated Authority to Award a Contract – Insurance Services

Ref no: CWC21164	
Council Plan aim	Our Council
Originating service	Corporate Assurance
Accountable officer	Jayne Goddard-Mills, Corporate Assurance Manager (01902) 554567
Leadership Team approval	18 August 2021
Accountable Lead Cabinet Member	Cllr Ian Brookfield, Leader of the Council (01902) 550352
Date Lead Cabinet Member Briefed	6 September 2021
Procurement advisor	Chanpreet Dhesi, Procurement Manager (01902) 551167

#### 3.2 Background

- 3.3 The current insurances for the City of Wolverhampton Council (CWC) are due to expire 29 June 2022 at the end of the five year agreement. Comparable insurance cover needs to be incepted immediately following expiry to ensure continuous cover. Arthur J Gallagher has been appointed as a broker using the Crown Commercial Services (CCS) Insurance Services II Framework (Lot 2 – Insurance Brokerage and Associated Services). A broker is required to assist in the procurement to liaise with the insurers.

Proposed Contract Award	
Contract duration	Five years (3+2)
Contract Commencement date	30 June 2022
Annual value	£1.5 million
Total value	£7.5 million

### 3.4 Procurement Process

3.5 The intended procurement procedure will be an open above threshold procedure in accordance with the Public Contract Regulations 2015, the evaluation scoring balance will be Quality 50%, Price 40%, Social Value 10%. Any amendments to the procurement 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.

3.6 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Jayne Goddard-Mills	Corporate Assurance Manager	
Rebecca Attwood	Corporate Assurance Systems Lead	
Lisa MacLeod	Insurance and Claims Lead	
Geoff Dunn	Executive Director, Public Sector and Education	Gallagher Insurance Brokers

### 3.7 Evaluation of alternative options

3.8 The alternative option would be to not retender this service and have no insurance provision in place. However, this would result in high risk and liability for CWC, and so this option is not recommended.

### 3.9 Reasons for decision

3.10 Delegated authority to award a contract for Insurance Services will ensure that CWC mitigate and cover again risks by ensuring adequate insurance cover is in place.

### 3.11 Financial Implications

3.12 The insurance contracts will be funded from the £2.8 million gross expenditure budget currently set aside for all Insurance Fund costs.

### 3.13 Legal implications

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

**3.15 Equalities implications**

- 3.16 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

**3.17 Recommendation**

- 3.18 Cabinet (Resources) Panel is recommended to delegate authority to the Leader of the Council, in consultation with the Director of Finance, to approve the award of a contract for Insurance Services when the evaluation process is complete.

#### **4.0 Councillor Steve Evans, Cabinet Member for City Environment & Climate Change**

##### **4.1 Delegated Authority to Award a Contract - Roundabout Sponsorship and Advertising**

<b>Ref no: CWC21064</b>	
Council Plan aim	A vibrant, green city we can all be proud of
Originating service	Communications and External Relations
Accountable officer	Ian Fegan, Director of Communications and External Relations (01902) 554286
Leadership Team approval	3 August 2021
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment & Climate Change (01902) 861498
Date Lead Cabinet Member briefed	8 October 2021
Procurement advisor	Carol Wintle, Procurement Business Partner (01902) 553836

##### **4.2 Background**

- 4.3 A Sponsorship and Advertising Strategy has been devised which will direct CWC's approach to identifying and pursuing sponsorship and advertising opportunities across the City for generating income and, where possible, promoting its own events and services. Income achieved through agreements will be earmarked for re-investment back into the City to support CWC's events and regeneration strategies.
- 4.4 Following a previous evaluation of assets and a recent soft market testing exercise, the sponsorship and advertising of roundabouts has been identified as one opportunity where CWC can generate income.

<b>Proposed Contract Award</b>	
Contract duration	Four years (3+1)
Contract Commencement date	1 February 2022

Annual Income	£50,000
Total Income	£200,000

#### **4.5 Procurement Process**

4.6 The procurement procedure will be a mini competition using ESPO Framework 3A\_20 Advertising Solutions 2 (Lot 6) in accordance with Public Contract Regulations 2015. The evaluation scoring balance will be 70% price and 30% quality (including 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.

4.7 The evaluation team will comprise:

<b>Name</b>	<b>Job Title</b>
Michael Hallows	Commercial Manager
Imogen Morris	Graduate Management Trainee (Commercial)
John Roseblade	Head of City Transport
Steve Woodward	Head of Environmental Services

#### **4.8 Evaluation of alternative options**

4.9 The alternative option is to not pursue sponsorship and advertising opportunities for roundabouts. However, this will result in no income generation which will impact CWC's Events Strategy.

#### **4.10 Reason for decisions**

4.11 To generate income to be invested into the CWC's events and regeneration strategies, as well as opportunity to promote CWC events and services.

#### **4.12 Financial Implications**

4.13 Roundabout advertising and sponsorship options were explored prior to the pandemic. Supplier estimates at the stage indicated that income in the region of £50,000 could be generated for the Council, with costs such as signage installation and maintenance being passed to the supplier.

- 4.14 It should be noted, that income to be generated through the wider Sponsorship and Advertising Strategy has already been earmarked for reinvestment in the City, with part of it also funding the additional resource required for the ongoing management of various contracts.

**4.15 Legal implications**

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

**4.17 Equalities implications**

- 4.18 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

**4.19 All other implications**

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

**4.21 Schedule of background papers**

- 4.22 Sponsorship and Advertising Options Paper – 5 August 2021, Strategic Executive Board
- 4.23 Sponsorship and Advertising Strategy – 30 September 2021, Strategic Executive Board

**4.24 Recommendation**

- 4.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations, to approve the award of a contract for Roundabout Sponsorship & Advertising when the evaluation process is complete.

**5.0 Councillor Steve Evans, Cabinet Member for City Environment and Climate Change**

**5.1 Delegated Authority to Award a Contract - Supply of Vehicle Tyres and Related Services**

<b>Ref no: CWC21143</b>	
Council Plan aim	Our Assets
Originating service	Fleet Services
Accountable officer	Elizabeth Hartle, Business Support Manager (01902) 551190
Leadership Team approval	23 November 2021
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment and Climate Change (01902) 861498
Date Lead Cabinet Member briefed	26 November 2021
Procurement advisor	Sean Hynes, Procurement Manager (01902) 554950

**5.2 Background**

5.3 CWC has a requirement for the supply and fit of Vehicle Tyres and Tubes. This contract will be managed by CWC's Fleet Services from the Culwell Street office.

5.4 CWC has identified the Eastern Shires Purchasing Organisation (ESPO) Framework for Vehicle Tyres and Related Services (ESPO222\_18) as the preferred route to market.

5.5 CWC will appoint a single provider on a four-year contract term. This will commence on the 1 January 2022.

<b>Proposed Contract Award</b>	
Contract duration	Four years
Contract Commencement date	1 January 2022
Annual value	£93,000
Total value	£372,000

## **5.6 Procurement Process**

5.7 The procurement procedure will be a further competition from the Eastern Shires Purchasing Organisation (ESPO) Framework for Vehicle Tyres and Related Services (ESPO222\_18) in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 50% Price and 50% Quality. 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.

5.8 The evaluation team will comprise.

Name	Job Title
Elizabeth Hartle	Business Support Manager
Wayne Baker	Workshop Manager

## **5.9 Evaluation of alternative options**

5.10 CWC has chosen to utilise ESPO Framework 222 Tyres and Related Services (OJEU Notice 2017/S 175 358059) as the preferred route to market. This framework is a regionally appointed framework and suppliers have been appointed with their capability of providing the services within the West Midlands. There are two suppliers on this framework covering the geographical area of the West Midlands.

5.11 CWC will run a further competition from the suppliers awarded a place on this framework.

5.12 This framework satisfies the requirement of the Council as the suppliers are capable of delivery of this contract.

## **5.13 Reason for decisions**

5.14 A further competition via a framework, is a compliant route to market and allows shortened timescales to complete the procurement process.

## **5.15 Financial implications**

5.16 The contract will be funded from the existing approved Fleet revenue budgets.

## **5.17 Legal implications**

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



**5.19 Equalities implications**

- 5.20 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the Council is entering into.

**5.21 All other implications**

- 5.22 There are no other implications arising from the recommendations of this report.

**5.23 Recommendation**

- 5.24 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of City Housing and Environment, to approve the award of a contract for the Supply of Tyres and Vehicle Related Services when the evaluation process is complete.

**6.0 Councillor Steve Evans, Cabinet Member for City Environment and Climate Change**

**6.1 Delegated Authority to Award a Contract – Supply of Wheelchair Accessible Minibuses**

Ref no: CWC21102	
Council Plan aim	Our Assets
Originating service	Fleet Services
Accountable officer	Elizabeth Hartle, Business Support Manager (01902) 551190
Leadership Team approval	23 November 2021
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment and Climate Change (01902) 861498
Date Lead Cabinet Member briefed	26 November 2021
Procurement advisor	Sean Hynes, Procurement Manager (01902) 554950

**6.2 Background**

- 6.3 CWC requires urgent replacement of its fleet of 24 passenger carrying fleet vehicles operated by its Travel Unit. The current fleet of 24 vehicles has gone beyond its life expectancy and is in urgent need of replacement.
- 6.4 In addition to the immediate purchase requirement of 24 vehicles, a further 15 vehicles may be purchased in the future. These additional purchases will be dependent on the outcome of service reviews that are currently underway. CWC will advertise this additional requirement now so as not to have to undertake and repeat this procurement exercise should the additional vehicles be required and subject to capital budget funding be available.
- 6.5 The replacement vehicles are required to provide suitable assisted transport for passengers with special educational needs and disabilities, both children and adults.

Proposed Contract Award	
Contract duration	One-off Purchase
Contract Commencement date	1 January 2022
Total estimated value	£2.925 million

## 6.6 Procurement Process

6.7 The intended procurement procedure will be a further competition process using YPO Specialist Vehicles Framework (960) in accordance with Public Contract Regulations 2015. The evaluation scoring balance will be 40% Price and 60% Quality (including 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.

6.8 The evaluation team will comprise:

Name	Job Title
Elizabeth Hartle	Business Support Manager
David Bishop	Fleet Manager
Beth Cooper	Travel Unit Manager

## 6.9 Evaluation of alternative options

6.10 CWC has chosen to utilise YPO — 000960 Purchase, Hire and Lease of Specialist Vehicles and Associated Services (OJEU Notice 2019/S 109-264964) as the preferred route to market, Lot 6 Purchase of Minibuses, Buses and Coaches (including but not limited to; Wheelchair Accessible Minibuses, Coaches, Double-Decked, Articulated and Low Floor Buses) and this offers a wide array of suppliers (19 suppliers).

6.11 CWC will run a further competition from the suppliers awarded a place on Lot 6 Purchase of Minibuses, Buses and Coaches (Including but not limited to; Wheelchair Accessible Minibuses, Coaches, Double-Decked, Articulated and Low Floor Buses)

6.12 This framework satisfies the requirement of the Council as it offers a wide array of suppliers capable of delivery this contract.

## 6.13 Reason for decisions

6.14 A further competition via a framework, is a compliant route to market and allows shortened timescales to complete the procurement process.

#### **6.15 Financial Implications**

- 6.16 There is an overall fleet capital budget of £2.9 million within the approved capital programme. Of this, £1.8 million is set aside for the purchase of 24 vehicles, the immediate requirement of this contract, whilst the additional vehicles will be considered alongside other priorities within this area from the remaining £1.1 million budget within the capital programme. Updates will be incorporated into future capital programme reports to Councillors.

#### **6.17 Legal implications**

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

#### **6.19 Equalities implications**

- 6.20 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

#### **6.21 All other implications**

- 6.22 There are no other implications arising from the recommendations of this report.

#### **6.23 Recommendation**

- 6.24 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of City Housing and Environment, to approve the award of a contract for the Supply of Wheelchair Accessible Minibuses when the evaluation process is complete.

**7.0 Councillor Dr Michael Hardacre, Cabinet Member for Education, Skills and Work**

**7.1 Delegated Authority to Award a Contract - Microsoft Enrolment for Education Solutions (EES) licensing scheme**

Ref no: CWC21171	
Council Plan aim	Children and young people get the best possible start in life
Originating service	School Business and Support
Accountable officer	David Kirby, Service Manager School Organisation and Support (01902) 554152
Leadership Team approval	18 November 2021
Accountable Lead Cabinet Member	Cllr Dr Michael Hardacre, Cabinet Member for Education, Skills and Work 07771 836906
Date Lead Cabinet Member briefed	22 November 2021
Procurement advisor	Peter Holmes, Procurement Manager (01902) 556175

**7.2 Background**

- 7.3 There is currently in place a three-year provision for a Microsoft EES licensing scheme that runs from July 2019 to June 2022 and is predominantly used for schools in Wolverhampton. This scheme allows us to purchase Microsoft licensing at a preferential rate operating on a bulk buy model. This agreement is due to end therefore we need to re-procure to maintain the lower costs for our schools.

Proposed Contract Award	
Contract duration	Three years
Contract Commencement date	1 July 2022
Annual value	£260,000
Total value	£780,000

#### **7.4 Procurement Process**

7.5 The intended procurement procedure will be a framework further competition (Lot 3 of framework RM6068 Technology Products and Associated Services) in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 90% price and 10% quality. 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.

7.6 The evaluation team will comprise:

<b>Name</b>	<b>Job Title</b>
Chris Watabiki	E-Services Manager
David Kirby	Service Manager School Organisation and Support
Anton Martire	E-Services Development Officer

#### **7.7 Evaluation of alternative options**

7.8 Microsoft licences are only available for a maximum term of three years, and are available via resellers, therefore no alternative options are available.

#### **7.9 Reason for decisions**

7.10 A further competition via a framework, is a compliant route to market.

#### **7.11 Financial Implications**

7.12 This contract will be funded via existing revenue budgets recharged to schools.

#### **7.13 Legal implications**

7.14 The procurement will be a framework further competition procedure in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

#### **7.15 Equalities implications**

7.16 Whilst there are no direct equalities implications in the award of the particular contracts, equalities considerations have been considered for each of the areas of work for which the contract relates and have been reflected in the contract the council is entering into.

**7.17 All other implications**

7.18 There are no other implications arising from the recommendations of this report.

**7.19 Recommendation**

7.20 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Education, Skills and Work, in consultation with the Executive Director of Families, to approve the award of a contract for Schools Microsoft Enterprise Licence Agreement when the evaluation process is complete.

## **8.0 Councillor Jasbir Jaspal, Cabinet Member for Health and Wellbeing**

### **8.1 Delegated Authority to Award a Contract – Public Health Primary Care Flexible Framework**

<b>Ref no: CWC21088</b>	
Council Plan aim	Strong, resilient and healthy communities
Originating service	Public Health
Accountable officer	Ravi Seehra, Commissioning Officer (01902) 557949
Leadership Team approval	13 October 2021
Accountable Lead Cabinet Member	Cllr Jasbir Jaspal, Health and Wellbeing
Date Lead Cabinet Member briefed	14 October 2021
Procurement advisor	Alastair Jewson, Procurement Manager

## **8.2 Background**

8.3 Under the Health and Social Care Act 2012, CWC has a number of mandated responsibilities, including the commissioning of NHS Health Checks and Sexual Health services. Previously these have been commissioned under separate contracts with Primary Care, despite both utilising the same provider and targeting the GP registered population. The creation of a Primary Care Flexible Framework will seek to bring both mandated services under one commissioning framework, in separate lots. There is also the option for other services to be added to the framework in the future, as required.

8.4 Bringing Public Health services under one flexible framework will minimise timescales for procurement activity and simplify the process and administration for Primary Care. This will also enable the development of one procurement approach for this market, instead of offering separate opportunities to the same audience in the future. This approach supports Primary Care and CWC by providing an easier process for when GP's join or leave the framework, avoiding duplication and supporting quality assurance measures.



Proposed Contract Award	
Contract duration	Five years (3+2)
Contract Commencement date	1 June 2022
Annual value	Lot 1: £200,000 Lot 2: £150,000 Total annual value: £350,000
Total value	Lot 1: £1 million Lot 2: £750,000 Total framework value: £1.75 million

## 8.5 Procurement Process

- 8.6 The intended procurement procedure will be a restricted above threshold flexible framework agreement in accordance with Public Contract Regulations 2015 Light Touch Regime. The evaluation scoring balance will be 100% quality as pricing is set per activity.
- 8.7 NHS Health Checks and Sexual Health will be added to the list of services Primary Care can opt to deliver as part of this new framework. The expectation is that all providers who can comply with the service specification requirements will be awarded a contract via CWC to deliver the service.
- 8.8 Approval would be sought from Cabinet (Resources) Panel as appropriate for any additional services deemed to be appropriate for Primary Care to deliver on the flexible framework.
- 8.9 Future services deemed suitable for this framework may have different price/quality scoring balances. The appropriate scoring evaluation will be determined at the time of any approvals in these instances.
- 8.10 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 and in accordance with the delegation within this report.
- 8.11 The evaluation team for Lot 1 (NHS Health Checks) will comprise of:

Name	Job Title	Organisation (if not WCC)
Ravinder Seehra	Public Health Commissioning Officer	

Jo Reynolds	Primary Care Commissioning Officer	CCG
Mikhail Foster	Senior Public Health Specialist	
Matthew Leak	Principal Public Health Specialist	

8.12 The evaluation team for Lot 2 (Sexual Health) will comprise of:

Name	Job Title	Organisation (if not WCC)
Ravinder Seehra	Public Health Commissioning Officer	
Jo Reynolds	Primary Care Commissioning Officer	CCG
Ranjit Khular	Senior Public Health Specialist	

### 8.13 Commissioning Intentions

- 8.14 A commissioning and procurement process is required, as the current contracts are due to expire in Quarter 1 of 2022.
- 8.15 To capture need of residents, helping to clarify the future commissioning intentions - Public engagement commenced on 27 September 2021 and will end on 1 November 2021 for health checks, and for sexual health opened 30 September and will end on 4 November.
- 8.16 GP practices, key stakeholders and the public are being engaged to help understand how uptake, coverage and access could be improved, identifying requirements for work to engage key population groups and to consider whether services should be provided via Primary Care Networks (PCN). This approach would align to existing NHS priorities set out in the NHS Long Term Plan and to tackle any existing variation in care. The approach would also need to link into the Rainbow City vision supporting equality and diversity.

### 8.17 Evaluation of Alternative Options

- 8.18 The preferred option is for Cabinet (Resources) Panel to approve delegation to the Cabinet Member for Health and Wellbeing, in consultation with the Director of Public Health, to approve the award of the contracts. This will ensure that CWC is delivering its

mandated responsibilities set out in the Health and Social Care Act 2012. Re-commissioning the services will enable continued delivery and alignment with the developments of Primary Care Networks, offering choice and better access for the target population and supporting ambitions outlined in the health inequalities strategy.

- 8.19 It is not possible for CWC or CCG to deliver the services directly in house due to the nature of registration and licencing required.
- 8.20 Lots 1 and 2 could be tendered separately however, as the service is likely to be delivered by the same service providers with shared interests, two tenders would duplicate effort and be seen as unnecessarily bureaucratic.
- 8.21 The design of a flexible framework that can be added to in the future as required, also ensures that GP's do not have to make full applications with the additional work involved and where much material would be replicated.

## **8.22 Reason for Decisions**

- 8.23 Granting delegated authority would allow CWC to deliver mandated responsibilities via enhanced Primary Care services, without which it could lead to negative impacts.
- 8.24 Negative Impacts for Lot 1- NHS Health Checks:
- The continuation of, and further exacerbated health inequalities
  - Poor outcomes for both, life expectancy and healthy life expectancy
  - Increased burden (both workload and cost) on local NHS services – directly impacting both, Primary Care and Secondary Care services
  - Poorer health outcomes for residents and delays in the detection, management and treatment of serious health conditions (heart disease, diabetes, strokes etc.)
  - Lack of primary prevention in lifestyle interventions potentially leading to increases in obesity rate, smoking rate, alcohol consumption and physical inactivity
- 8.25 Negative impacts for Lot 2- Sexual Health:
- Increased strain on the core sexual health service provider Embrace
  - Increased health inequalities due to a lack of choice and access to services closer to people's homes
  - Increased unplanned pregnancy
  - Increased abortion rates
  - Increased use of the emergency hormonal contraception
  - Increased teenage pregnancy

- Increased costs across the system including increased appointments, drug costs for repeat pills, increased abortion costs, increased costs associated with miscarriage and increased maternity costs.

8.26 The use of a flexible framework will reduce the tendering burden for Primary Care and simplify the process for the inclusion of additional services as required in the future.

#### **8.27 Financial Implications**

8.28 Funding for Public Health is provided to the Council by the Department of Health and Social Care in the form of a ring-fenced grant. Any costs associated with the re-commissioned services will be contained within this overall allocation.

#### **8.29 Legal implications**

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

#### **8.31 Equalities implications**

8.32 An equalities impact assessment is being completed and any adverse impacts will be addressed as part of commissioning process. The equality impact assessment is a live document and the intention is to review obligations throughout the period of the contract.

#### **8.33 All other implications**

8.34 There are no other implications arising from the recommendations of this report.

#### **8.35 Recommendation**

8.36 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Health and Wellbeing, in consultation with the Director of Public Health, to approve the award of a contract for Public Health Primary Care Flexible Framework once the evaluation process is complete.

## 9.0 Councillor Linda Leach, Cabinet Member for Adults

### 9.1 Delegated Authority to Award a Contract – The provision of care and support at Verona Court

Ref no: CWC21130	
Council Plan aim	Strong, resilient and healthy communities
Originating service	People Commissioning Team
Accountable officer	Jessica Timmins, Commissioning Officer (01902) 558267
Leadership Team approval	7 October 2021
Accountable Lead Cabinet Member	Cllr Linda Leach, Cabinet Member for Adults (01902) 556016
Date Lead Cabinet Member briefed	18 October 2021
Procurement advisor	Babita Mal, Procurement Manager

## 9.2 Background

9.3 The ExtraCare Charitable Trust (ECCT) provides contracted care services at Verona Court, which is one of eight extra care housing schemes in Wolverhampton. Anchor Hanover Group owns Verona Court and so is landlord to the people living there who each rent their own self-contained property. The care contract period is 1 April 2012 until 31 March 2022.

9.4 A strategic review of extra care housing-based care services has been carried out. The review has evidenced the need to continue to provide the service so that CWC can continue to comply with its statutory duty to meet the eligible care needs of the people using the service as assessed in accordance with the Care Act 2014. A procurement process will be undertaken to award the new service contract to ensure there is no break in service provision.

Proposed Contract Award	
Contract duration	Five years (3+2)
Contract Commencement date	1 April 2022
Annual value	£314,000
Total value	£1.570 million

## 9.5 Procurement Process

9.6 The intended procurement procedure will be an open procedure in accordance with Public Contract Regulations 2015. The evaluation scoring balance will be price 60%, quality 30% and social value 10%. 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.

9.7 The evaluation team will comprise:

Name	Job Title
Jessica Timmins	Commissioning Officer
Nicky Hack	Senior Social Work Manager

## 9.8 Evaluation of alternative options

9.9 Enabling the current service to end without another service being in place would result in people with social care needs as assessed in accordance with the Care Act 2014 not having their needs met. CWC would be in breach of its statutory duty and cause harm to those individuals as they are unable to care for themselves.

## 9.10 Reason for decision

9.11 CWC is committed to providing value for money care services that enable people to live as independently as possible within the community. The care service at Verona Court has been providing quality support for many years in a model that customers and their families report as having a positive impact on their health and well-being. The cost of providing this model of care is up to 75% lower than the cost of alternative residential care services and enables people to live in their own homes which they report as being important to them.

9.12 The award of a new contract for the service will enable continuity of care for customers and compliance with the CWC's duty to meet social care assessed care needs in accordance with the Care Act 2014.

## 9.13 Financial implications

9.14 The gross annual cost of the current contract is £314,000, met from approved budgets within the Older People's care purchasing service. The Council recovers a proportion of this through the contributions made by people who use the service following a financial assessment.

- 9.15 The proposed cost of the new contract is at the same level as the previous contract and therefore will not result in a cost increase. Any uplifts related to this service are approved through the annual care and support fee uplift report received by Cabinet.

**9.16 Legal implications**

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

**9.18 Equalities implications**

- 9.19 An equality analysis has been carried out. There are no equality implications associated with the recommendation of this report.

**9.20 All other implications**

- 9.21 There are no other implications arising from the recommendations of this report.

**9.22 Recommendation**

- 9.23 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Adults, in consultation with the Executive Director of Families, to approve the award of a contract for the provision of care and support at Verona Court when the evaluation process is complete.

**10.1 Councillor Beverley Momenabadi, Cabinet Member for Children and Young People**

**10.2 Delegated Authority to Award a Contract – Young Parents Service and Emergency & Homelessness Prevention Service for Young People**

Ref no: CWC21101	
Council Plan aim	Children and young people get the best possible start in life Well skilled people working in an inclusive economy
Originating service	Strengthening Families Children and Young People in Care
Accountable officer	Jan Barlow, Commissioning Officer (01902) 551464 Veronica Grantham, Commissioning Officer (01902) 555494
Leadership Team approval	8 October 2021
Accountable Lead Cabinet Member	Cllr Beverley Momenabadi 07973 665182
Date Lead Cabinet Member briefed	12 October 2021
Procurement advisor	Alastair Jewson, Procurement Manager 01902 55 5069

**10.3 Background and policy context**

- 10.4 The Council has a statutory duty to support Children and Young People in Care (CYPIC) and Care Leavers until they are aged 25. In meeting its statutory duty, the Council uses a range of placement types; fostering, residential and supported accommodation.
- 10.5 Wherever possible, young people in care aged 16 to 17 years and care leavers are supported either by the Council's in-house housing support service or the contracted supported accommodation service for young people provided by Accord Housing Association. There is also a service for families with young parents in care, on the edge of care or leaving care. This service provides support for young families without a family infrastructure and supports them in shorthold tenancies to stabilise vulnerable families and move on to more permanent housing arrangements.



## **10.6 Current Position**

- 10.7 In relation to Young Families Service, the Council currently commissions Nehemiah Housing Association to provide 19 units at two sites to:
- i. provide a stable and secure environment for young and expectant parents, aged 16-21, who are homeless or in housing need, to achieve the transition from dependence to independence within 19 units at two separate sites
  - ii. provide training including basic skills and independent living skills, opportunities for personal development, guidance and job searching facilities for young parents
  - iii. support young parents with employment, training or education and with finding appropriate longer-term accommodation
  - iv. ensure housing support is delivered in response to individual needs, working with service users to achieve independent living
- 10.8 In relation to Emergency and Homelessness Prevention for Young People, whilst internal services have 2 crash pads and 4 host units for emergency provision for young people who are at risk of coming into care, this is not expected to be sufficient to meet needs of the new 'A Roof Over Our Heads' Supported Accommodation model agreed by the Children's Social Care Leadership Team.
- 10.9 From December 2019 to January 2021, 1,042 nights were purchased due to the lack of availability of beds elsewhere. The number of nights purchased suggests that there is a substantial demand for this type of emergency provision to be incorporated into the Council's standard offer.

## **10.10 Local Context**

- 10.11 The Council recently completed a comprehensive review of the range of internally provided and externally commissioned supported accommodation; 'Roof Over Our Heads'.
- 10.12 The review concluded that:
- that data about patterns of need, entry and exit in supported accommodation is not routinely collected and collated
  - that the route into supported accommodation is fragmented and inconsistent
  - that the highest proportion of young people entering supported accommodation have low to medium needs
  - the current spend focuses on preventing escalation to care and not Children and Young People in Care or Care Leavers
- 10.13 The recommendations of the review included:
- Young people should be at the centre of service delivery
  - better data collection, analysis and contract management
  - all contracts and services to be brought under the same contract and procurement timelines. (All end March 2024)

- the Young Families Service should continue focusing on families with at least one member in care, a care leaver or on the edge of care with out of hours emergency support and secure entry procedures

#### **10.14 The new model**

10.15 The new model will implement the recommendations of 'Roof over our heads' the full-service review of supported accommodation in the City and will focus on one site with 10 units for young parents who are:

- in care up to age 18 years, or
- are on the edge of care, up to age 18 years, or
- are care leavers up to age 25, or
- whose children are at risk of care

and provide support services including access to 24hr emergency contact and secure entry procedures for the annual contract value of £53,000.

10.16 Referrals to the Young Families Service will be through a single point of access to all supported accommodation services (internal services and external contracts). The service will be included in a published guide on what each contract and service is for, to be produced for the gateway, service teams and any referring agency.

10.17 The Emergency and Homelessness Prevention Service will offer:

- a safe and secure emergency housing provision for young people aged 16-17 who are at risk of coming into care. Due to their age, they cannot illegally hold any accommodation or housing tenancy agreement.
- an emergency provision before social care team making an appropriate placement decision.
- a short-term placement of a few nights to 3 months (assessment period)

#### **10.18 Financial position**

10.19 The current annual value of the Young Families Service contract is £53,000. This covers support at both sites. It does not cover out of hours emergency cover or secure entry procedures. The annual contract value will remain at £53,000 for 10 units with the provision of support services including access to 24hr emergency contact and secure entry procedures.

10.20 Spend for the year 2020/2021 is reported as £33,845

10.21 There is no current commissioned provision for Emergency and Homelessness Prevention for young people. Social work teams have been spot purchasing these provisions from YMCA. Spend for the period from December 2019 to January 2021 is reported as £46,000 for the housing support of 10 young people.

10.22 The proposed annual value of the Emergency and Homelessness Prevention Service contract is £50,000. The service will provide 20 beds.

<b>Proposed Contract Award – Young Families Service (Lot)</b>	
Contract duration	2 Years
Contract Commencement date	1 April 2022
Annual value	£53,000 (estimated spend by the Council)
total value	£106,000

<b>Proposed Contract Award – Emergency and Homeless Prevention Service (Lot)</b>	
Contract duration	2 Years
Contract Commencement date	1 April 2022
Annual value	£50,000 (estimated spend by the Council)
total value	£100,000

### 10.23 Procurement Process

- 10.24 The intended procurement procedure will be a 'Light Touch Regime' Open procedure, in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 80:20 (Quality: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.
- 10.25 The evaluation team will comprise representation from the operational teams and the Children in Care Council as detailed below:

<b>Name</b>	<b>Job Title</b>	<b>Organisation (if not WCC)</b>
Cherry Iacono	Service Manager	
Julia Tompson	Supported Accommodation Manager	
Samantha Grainger	Team Manager	
Jan Barlow	Commissioner	
CiC Council representative	To be confirmed	
Emma Thomas	Young Person's Outreach Worker	Wolverhampton Homes

## **10.26 Evaluation of Alternative Options**

- 10.27 This proposed tender partly implements the recommendations of the comprehensive review 'Roof Over Our Heads' which considered a range of options for effective and efficient delivery of supported accommodation in the City.

## **10.28 Reason for Decisions**

- 10.29 The reasons for the recommendations are included within this report under the sections "Background" and "Local Context".

## **10.30 Financial Implications**

- 10.31 This tender is for 2 contracts, both of which will be met from existing approved budgets within Children's Services.

## **10.32 Legal Implications**

- 10.33 The procurement will be a 'Light Touch Regime' Open procedure (below threshold) in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
- 10.34 Councils have a duty to arrange for the accommodation and care of children for whom they have a responsibility pursuant to the Children Act 1989 Amended 2004. Accommodation will be secured for children and young people in care which will meet the needs of the child/young persons as outlined in the Sufficiency Duty (Children Act 1989 Section 22G) that are both economically advantageous and offer the highest quality.

## **10.35 Equalities Implications**

- 10.36 An initial equality analysis has been completed. It evidences that the work commissioned through this contract directly support the needs of groups with protected characteristics under the Equality Act 2010. This will continue to be reviewed as part of the contract management arrangements
- 10.37 The Council is committed to promote equality and diversity, giving every individual the chance to achieve their potential, free from prejudice and discrimination.

## **10.38 All other implications**

- 10.39 Giving children and young people the best possible start in life is one of the City of Wolverhampton Council's key priorities.
- 10.40 Providers will comply with all government guidelines relevant to Covid.

## **10.41 Schedule of Background Papers**

- 10.42 Roof over our heads; a review of supported accommodation in Wolverhampton 2021.

#### **10.43 Recommendation**

- 10.44 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Children and Young People, in consultation with the Executive Director of Families, to approve the award of contracts for Young Parents Service, and Emergency & Homelessness Prevention Service for Young People when the evaluation process is complete.

## 11.0 Councillor Ian Brookfield, Leader of the Council

### 11.1 Delegated Authority to Award a Contract - Ignite Office Fit

Ref no: CWC21209	
Council Plan aim	More good jobs and investment in our city
Originating service	City Investment
Accountable officer	Chris Kirkland, Head of City Investment (01902) 553221
Leadership Team approval	11 November 2021
Accountable Lead Cabinet Member	Cllr Ian Brookfield, Leader of the Council (01902) 550352
Leader briefed	15 November 2021
Procurement advisor	Patrick Dunne, Procurement Business Partner

### 11.2 Background

- 11.3 The Leader of the Council announced in March 2021 that as part of the response to the Covid-19 pandemic the authority would develop and launch a business and enterprise hub. This links to the Grow Our Vital Local Businesses strand of the Relight programme and will form an important part of the economic recovery by providing a single point of contact to support businesses in Wolverhampton. This is also in line with the recent review of business support in the City conducted by Metro Dynamics.
- 11.4 The Council is working with partners including the Black Country Chamber of Commerce and the University of Wolverhampton to develop a business plan and operating model for the facility in order to join up the business support infrastructure in the City.

Proposed Contract Award	
Contract duration	Five months
Contract Commencement date	December 2021
Total value	£240,000

## 11.5 Procurement Process

11.6 The intended procurement procedure will be a framework call off 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.

11.7 The evaluation team will comprise:

Name	Job Title	External Consultant Title
Christopher Kirkland	Head of City Investment	
Julie Bell-Barker	Head of Project and Works	
Nicky Sahota-Brown	Project Delivery Manager	
Thomas Caisbrook		Quantity Surveyor

## 11.8 Evaluation of alternative options

11.9 The Council could establish a business and enterprise hub and lease other commercial space in the City instead of the Council owned unit at i10.

## 11.10 Reasons for decision(s)

11.11 Refurbishing and utilising a Council-owned facility will result in better value for money and enable a currently vacant and prominent unit to be brought back into use and assist in driving footfall to the city centre whilst delivering outcomes for the business supported and accessing the facilities.

## 11.12 Financial implications

11.13 This contract will be funded from a virement from the Capital Corporate Contingency Budget. This report therefore seeks approval for a virement from the Capital Corporate Contingency Budget totalling £330,000 to support fit out and associated capital costs of the Ignite office.

[HM/29112021/A]

## 11.14 Legal implications

11.15 The procurement will be a call off from a framework in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

[SZ/29112021/P]

### **11.16 Equalities implications**

11.17 The equalities implications of the building and project have been considered. The facility will be fitted out to cater for a diverse range of businesses and individuals and will be done in consultation with the Council's Building Surveyor (Accessibility). This will include access arrangements to the property and ensuring there are facilities on site or training offered to staff to be able to support the access requirements of those using the building or working there. For example, staff would know how to arrange an interpreter for deaf visitors. Other considerations during the fit-out phase will include accessible toilets for disabled visitors and furniture and equipment to suit a wide range of needs.

### **11.18 All other implications**

11.19 This proposal has implications to Corporate Landlord in relation to the leasing of Units 3 & 4 at i10.

11.20 The occupation of the vacant unit within i10 by IGNITE ensures a high-profile asset remains utilised, avoids holding costs of an empty unit and protects the commercial income for the Council.

### **11.21 Recommendation**

11.22 Cabinet (Resources) Panel is recommended to delegate authority to the Leader of the Council, in consultation with the Director of Regeneration, to approve the award of a contract for the Ignite office fit out when the evaluation process is complete.

### **11.23 Schedule of background papers**

11.24 29 April 2021 – Briefing Note to SEB 'Grow our vital businesses: a new Business & Enterprise Hub.'



**12.0 Evaluation of alternative options**

12.1 All alternative options are included within the relevant section of the report.

**13.0 Reasons for decision**

13.1 The reasons for the recommendations are included within the relevant section of the report.

**14.0 Financial implications**

14.1 All financial implications are included within the relevant section of the report.  
[RP/23112021/D]

**15.0 Legal implications**

15.1 All legal implications are included within the relevant section of the report.  
[TC/15112021/C]

**16.0 Equalities implications**

16.1 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 the Council's legal obligations under the Equality Act 2010.

**17.0 All other implications**

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

**18.0 Schedule of background papers**

18.1 Relevant background papers are included within the relevant section of the report.

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<b>CITY OF WOLVERHAMPTON COUNCIL</b>	<b>Cabinet (Resources) Panel</b> <b>8 December 2021</b>
----------------------------------------------	------------------------------------------------------------

<b>Report title</b>	Lower Bradley Community Centre – Health and Social Care Spoke Development Proposal	
<b>Decision designation</b>	AMBER	
<b>Cabinet member with lead responsibility</b>	Councillor Bhupinder Gakhal City Assets and Housing	
<b>Key decision</b>	Yes	
<b>In forward plan</b>	Yes	
<b>Wards affected</b>	Bilston East	
<b>Accountable Director</b>	Mark Taylor, Deputy Chief Executive	
<b>Originating service</b>	City Assets	
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<b>Report to be/has been considered by</b>	City Assets and WV Living Leadership Team Regeneration Leadership Team Asset Management Board	6 October 2021 3 November 2021 10 November 2021

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#### Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Declare Lower Bradley Community Centre surplus to the Council's requirements
2. Approve disposal of the asset listed to the current occupying GP surgery upon terms and conditions to be agreed for redevelopment as a health and social care spoke facility with provision for the Council to enter into a leaseback arrangement for the continued operation of the community centre

3. Delegate authority to the Cabinet Member for City Assets and Housing in consultation with the Deputy Chief Executive to approve the terms of the disposal and leaseback through an Individual Executive Decision Notice.

**Recommendations for noting:**

The Cabinet (Resources) Panel is asked to note:

1. That while there is a financial benefit to the Council as a result of the capital receipt, the ongoing revenue costs associated with the support provided to the Community Association will increase, these costs can however be contained within existing budgets in the event that the further work to explore opportunities to reduce those costs are exhausted without success.
2. Any modest increase in ongoing revenue costs is considered acceptable due to the community benefits that will arise from the revised facility developed on the site.

## **1.0 Purpose**

- 1.1 To seek approval to declare surplus to Council requirements the asset detailed in this report and agree the redevelopment strategy for the asset as a health and social care spoke facility. This will include the leaseback of the asset in part to allow for the continued operation of the community centre alongside generating a capital receipt.

## **2.0 Background**

- 2.1 Lower Bradley Community Centre is currently owned by the Council and is located within the Bilston East Ward.
- 2.2 Corporate Landlord is currently undertaking an “Asset Challenge” process to identify potential assets for disposal to generate further capital receipts and revenue efficiencies.
- 2.3 As part of the City-wide health and social care led hub and spoke model, Lower Bradley Community Centre was presented as an option as a spoke location to support the main Bilston hub.
- 2.4 Current running costs of the property per annum are between £10,000 – £20,000 dependent on the level of repairs and maintenance undertaken.
- 2.5 The property is currently occupied by a Community Association (occupying approximately 2/3 of the property) and a GP surgery (occupying approximately 1/3 of the property). The financial arrangements of the occupancy are detailed within the exempt version of this report.
- 2.6 The financial arrangements of the occupancy are detailed within the exempt version of this report.
- 2.7 The Council were approached by the GP surgery currently in occupation with a proposal to purchase the site in conjunction with the CCG as financial lenders, redevelop as a health and social care spoke facility and lease it back in part to retain the community element of the facility along with offering additional health services on site.
- 2.8 Multiple meetings and consultation have been undertaken with all parties and a suitable retained community area identified based on spatial requirements, being 250sqm alongside shared facilities. A subsequent business case was presented by the GP Surgery’s design team on this basis, outlining the cost break down for each party and terms of lease arrangements moving forward.
- 2.9 Redevelopment costs are detailed within the exempt version of this report.
- 2.10 The proposed lease terms are detailed within the exempt version of this report.
- 2.11 The proposed lease terms are detailed within the exempt version of this report.

- 2.12 The additional contribution, by the Council to the CA running costs, will take the total contribution above the usual 50% for CA's. However, it would be unreasonable to expect the CA to pay more than they are now, due to the Council's decision to develop the site in this way, albeit for the benefit of the community. Absorbing the additional costs in this way in effect represents a level of protection to the CA, due to their existing premises being lost through no fault of their own.
- 2.13 The lease would be subject to a rolling break clause with 6 months' notice from lease commencement in favour of the Council. This will allow maximum flexibility should the property not be required from a community perspective in future, but similarly should the Council wish to utilise in a different capacity, this can also be considered.
- 2.14 It is estimated that the demolition of the existing premises and redevelopment of the new facility will take approximately 12 months. During this period the Council will look to identify a suitable and temporary property for the Community Association to relocate to and continue to operate.
- 2.15 The asset listed above is estimated to generate a capital receipt totalling in the region of £250,000 which could be used to support the General Revenue Account capital programme.

### **3.0 Disposal Strategy – Lower Bradley Community Centre – Estimated Value £250,000**

- 3.1. Lower Bradley Community Centre is a detached property and car park currently used as a community centre and GP practice.
- 3.2. The property is currently occupied and managed by Facilities Management.
- 3.3. The site will be offered directly to the GP surgery for acquisition as a special purchaser.
- 3.4 The estimated property value of £250,000 was derived from a valuation report undertaken by the District Valuer in February 2021.

### **4.0 Evaluation of alternative options**

- 4.1 The building could be retained as per its current basis. However, the GP surgery has indicated that they need to source a new premises should this redevelopment not be feasible. This option would result in the potential loss of key medical facilities within the locality.
- 4.2 Current lease terms are detailed within the exempt version of this report.

- 4.3 The asset could be retained for operational use, however, following consultation, no internal operational use has been identified. Retention of the asset would not support the Council's asset challenge / rationalisation process.
- 4.4 Should the options to redevelop not be progressed, this would result in the loss of a spoke facility to support the Council's Health and Social Care Hub model as proposed.
- 4.5 The property will require significant capital investment in future due to its current age and condition to ensure continued compliance above and beyond that required in comparison to other community centres located in the City. This investment could be in the region of £100,000 based on early indications.

## **5.0 Reasons for decision**

- 5.1 Should authority be given to dispose of the asset detailed, a capital receipt totalling in the region of £250,000 could be realised to support the Council's General Revenue Account capital programme.
- 5.2 The development will provide a bespoke health and social care spoke facility that will support the Council's proposed health and social care hub solution promoting cohesive partnership working and efficient asset utilisation.
- 5.3 The development will result in retaining much needed medical facilities within the Bradley locality.
- 5.4 The development will ensure the ongoing ability for the Community Association to continue to operate, whilst providing maximum flexibility for the Council to review the lease arrangements in future should this be required.
- 5.5 The Council will continue to work with the GP and CA as part of the lease negotiation to see if further efficiencies can be generated prior to lease completion.

## **6.0 Supporting Delivery of the Strategic Asset Plan**

- 6.1 Corporate Landlord have developed a Strategic Asset Plan that was completed and approved by Cabinet on 17 October 2018. This provides the structure and management of the Council's land and property portfolio over following five years, to 2023, and incorporates the Our Assets principle. The plan is structured into three parts:
- Asset Management Policy
  - Asset Management Strategy
  - Asset Management Action Plan
- 6.2 The Asset Management Policy establishes a clear mission with supporting principles for the management of land and buildings, ensuring it is fit for purpose and benefits the people of the City of Wolverhampton and to use land and buildings following

rationalisation and disposal of land and buildings, that will enable a financial return to stimulate development and growth, support and encourage local businesses and promote joint working.

- 6.3 The disposal and redevelopment of Lower Bradley Community Centre as a health and social care spoke supports the policy as outlined and in particular delivery of items A1, A2, A3 and A8 of the Action Plan.

## **7.0 Financial implications**

- 7.1 The disposal of Lower Bradley Community Centre will generate a capital receipt for the Council which will be used to support the General Revenue Account capital programme. Until terms are agreed the current estimated value of the disposal, £250,000, is indicative only and is not currently assumed in the approved capital programme.
- 7.2 Terms agreed will be subject to a future Individual Executive Decision Notice to seek approval for the same.
- 7.3 The property would be requiring significant capital investment in future due to its current age and condition to ensure continued compliance. As a result of this disposal, early indications estimate capital investment costs in the region of £100,000 will be avoided.
- 7.4 The proposed lease terms are detailed within the exempt version of this report.
- 7.5 The details of suitable temporary accommodation for the Community Association to relocate to during the redevelopment period are still being finalised. It is anticipated that this can be managed within the existing estate and therefore not incur additional costs.
- 7.6 Revenue budget adjustments required to reflect uplifts in lease costs as a result of scheduled rent reviews will be monitored and reported for approval as part of the Councils annual budget setting processes.  
[TT/22102021/U]

## **8.0 Legal implications**

- 8.1 It is necessary for the asset to be declared surplus before any proposed disposal. Thereafter it is recommended that the fact the land is designated surplus should promptly be put on public record within the Council's framework for complying with the Local Government Transparency Code 2015. It should be noted that it is mandatory that this information is provided within the annual update for land and property as it becomes due to comply with the Transparency Code 2015.
- 8.2 The Council must have regard to the requirement of Section 123 of the Local Government Act 1972 to obtain best consideration on the open market for land. If the



Council opts to treat directly with a proposed party it must be able to demonstrate that it has acted reasonably in agreeing to dispose of land directly in order to be in a position to respond to any potential challenge that a better bargain could have been struck elsewhere, or that other parties' ambitions have been thwarted.

- 8.3 The Council may demonstrate best consideration through obtaining an independent valuation in the event a market sale is not proposed; and the value may be assessed as being economic or monetary.
- 8.4 Alternatively, in the event a disposal is for less than best consideration the Secretary of State has issued a General Consent pursuant to S.123 of the Local Government Act 1972 authorising the disposal of land for less than best consideration if it considers that the disposal will contribute to the promotion or improvement of the economic, social or environmental well-being of its area; and providing the extent of the undervalue is no more than £2,000,000. Again, an independent valuation should be obtained to assess the amount of the undervalue does not exceed this limit. If the undervalue exceeds £2,000,000 then Secretary of State approval must be sought before the disposal is made.
- 8.5 Given the current use of this asset for a community centre it is an asset of community value pursuant to the Localism Act 2011 if the community centre use is not an ancillary use within the building as a whole. It should therefore appear on the Council's List of Assets of Community Value. A proposed disposal of this asset should be published in advance to enable any community interest groups to be aware of the proposed disposal.  
[HAF/21.10.21/WC]

## **9.0 Equalities implications**

- 9.1 There are no equalities implications associated with the disposal of the asset listed in this report.

## **10.0 All other implications**

- 10.1 The disposal of the asset listed in this report will prevent the building falling into further disrepair and avoid any future capital costs.
- 10.2 In addition to the detail included in this report, the Estates Team will complete all pre-sale due diligence and dispose of the site in accordance with the disposal strategy.

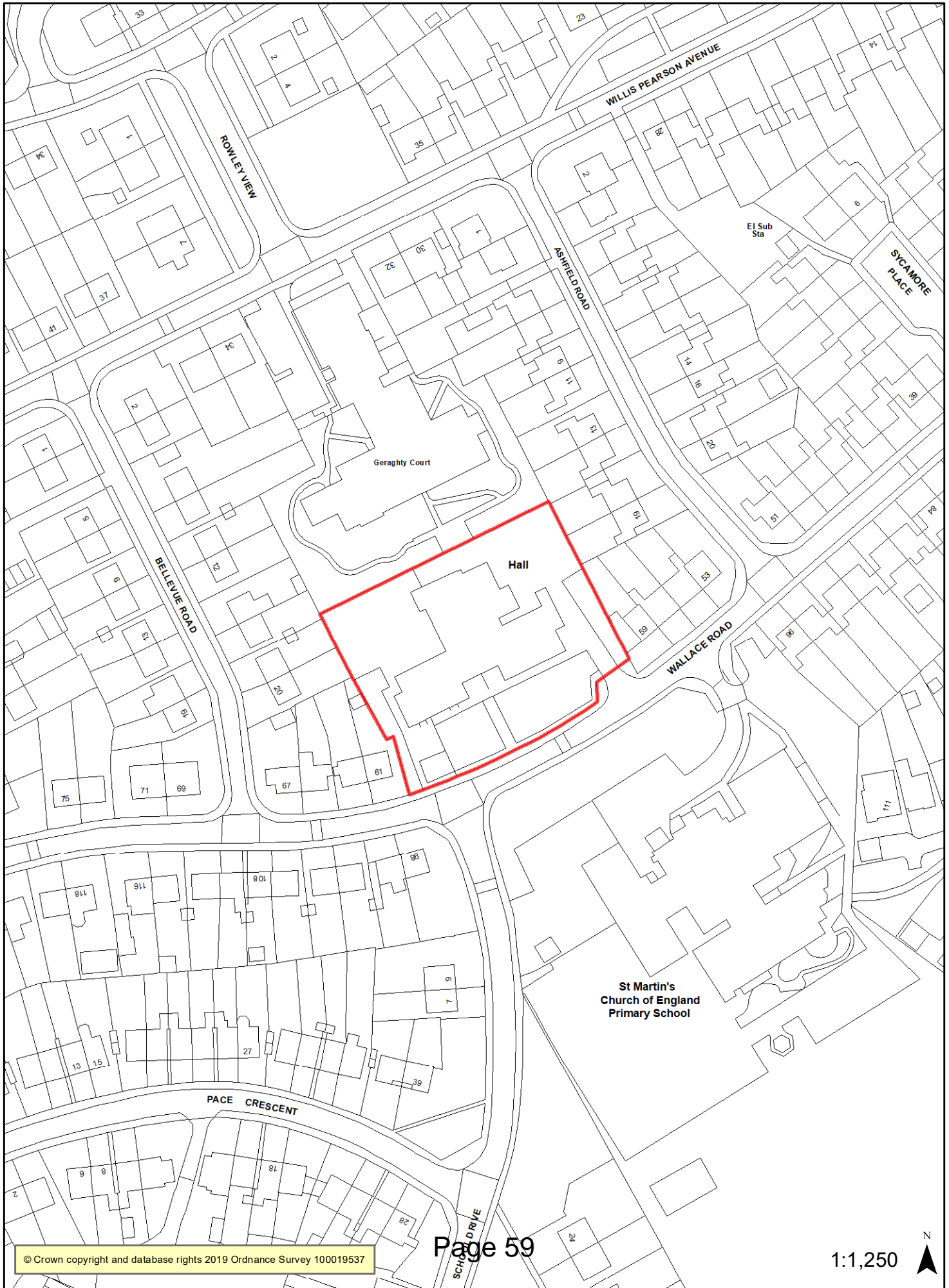
## **11.0 Schedule of background papers**

- 11.1 None.

## **12.0 Appendices**

- 12.1 Appendix 1 – Lower Bradley Community Centre Location Plan

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