

Time	4.15 pm	Public Meeting?	YES	Type of meeting	Executive
Venue	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 Chris Burden
Cllr Steve Evans
Cllr Bhupinder Gakhal
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:

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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 3 - 6)
[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 7 - 32)
[To approve the award of contracts for works, goods and services]
- 5 **Care and Support Provider Review 2023/2024** (Pages 33 - 50)
[To present the annual review of fees for adult social care and support providers]
- 6 **Adult Services Equipment and Stores Renewal** (Pages 51 - 54)
[To seek approval to enter into a new lease agreement]
- 7 **Youth Employment Hub - Year 2 Funding** (Pages 55 - 62)
[To seek approval to receive grants to continue to manage and deliver the Youth Employment Hub in Wolverhampton city centre]
- 8 **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 item of business as it involves the likely disclosure of exempt information on the grounds shown below]

Part 2 - exempt items, closed to press and public

- 9 **Procurement - Award of Contracts for Works, Goods and Services** (Pages 63 - 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)

CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel Minutes - 18 January 2023
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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 Chris Burden
Cllr Steve Evans
Cllr Bhupinder Gakhal
Cllr Jasbir Jaspal
Cllr Linda Leach
Cllr Beverley Momenabadi

Employees

Tim Johnson	Chief Executive
Mark Taylor	Deputy Chief Executive
Emma Bennett	Executive Director of Families
John Denley	Director of Public Health
Charlotte Johns	Director of Strategy
Claire Nye	Director of Finance
Laura Phillips	Deputy Director of People and Change
John Roseblade	Director of Resident Services
Dereck Francis	Democratic Services Officer
Jacob Stokes	Democratic Services Officer

Part 1 – items open to the press and public

Item No. *Title*

- 1 **Apologies for absence**
No apologies for absence were received for the meeting.
- 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 14 December 2022 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 seeking delegated authority to cabinet members in consultation with directors to approve the award of contracts once the evaluation process is complete.

Resolved:

1. That authority be delegated to the Cabinet Member for Resources and Digital City, in consultation with the Director of Strategy, to approve the award of a contract for an Omnichannel Solution when the evaluation process is complete.
2. That authority be delegated to the Cabinet Member for Governance and Equalities, in consultation with the Chief Operating Officer, to approve the award of a contract for a Commercial Strategic Partner – Legal Services when the evaluation process is complete.
3. That authority be delegated 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 Supply, Installation and Maintenance of Intelligent Transport Systems when the evaluation process is complete.

5 **Disposal and Development of Former Nelson Mandela House Site**

Councillor Bhupinder Gakhal presented the report on a proposal to declare surplus to the Council's requirements the former Nelson Mandela House site. The site was currently void due to rationalisation of the Council's service needs. There was an opportunity to sell the asset via the open market for commercial development to achieve a capital receipt, reduce annual maintenance expenditure and bring a currently void asset back into beneficial use.

Resolved:

1. That the Former Nelson Mandela House site be declared surplus to the Council's requirements.
2. That disposal of the asset listed to achieve best consideration, via the open market disposal methods of either auction or informal tender upon terms and conditions to be agreed be approved.
3. That authority be delegated to the Cabinet Member for City Assets and Housing in consultation with the Deputy Director of Assets to approve the terms of the disposal through an Individual Executive Decision Notice.

6 **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.

- 7 **Procurement - Award of Contracts for Works, Goods and Services**
Councillor Obaida Ahmed presented, for approval, the report on the award of contracts for works, goods and services. The report also included, for information, exemptions to Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 to 30 November 2022.

Resolved:

1. That the contract for the A4123 Outline Business Case be awarded to Amey OW of Chancery Exchange, 10 Furnival Street, London, United Kingdom, EC4A 1AB, for a duration of 11 months from 25 January 2023 to 24 December 2023 for a total contract value of £300,000.
2. That the contract for the Delivery and Maintenance of Speed Enforcement Cameras be awarded to Jenoptik UK Ltd of Ten Watchmoor Park, Riverside Way, Camberley, Surrey, GU15 3YL, for a duration of 49 months from 18 February 2023 to 31 March 2027 for a total contract value of £1.495 million.
3. That the contract for the Electricity Supply be awarded to Total Energies Gas & Power Limited of 55-57 High Street, Redhill, Surrey, RH1 1RX, for a duration of 48 months from 1 October 2024 to 30 September 2028 for a total contract value of £10,855,800.
4. That the contract for the Fordhouses Industrial Estate – Roof Replacements be awarded to BRC Industrial Roofing (Midlands) 1 Merchants Way, Walsall, WS9 8SW, for a duration of seven months from 23 March 2023 to 23 October 2023 for a total contract value of £1,218,298.
5. That the exemptions to the Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 to 30 November 2022 be noted.

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CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 22 February 2023
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Report title	Procurement – Award of Contracts for Works, Goods and Services	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Obaida Ahmed Resources and Digital City	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	Claire Nye, Director of Finance	
Originating service	Procurement	
Accountable employee	John Thompson	Head of Procurement
	Tel	01902 554503
	Email	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 City Assets and Housing, in consultation with the Deputy Director of Assets, to approve the award of a contract for the Crown Street Recycle Waste Site Refurbishment when the evaluation process is complete.
2. Delegate authority to the Cabinet Member for Governance and Equalities, in consultation with the Chief Operating Officer, to approve the award of a contract for the Provision of Lone Worker Device when the evaluation process is complete.
3. Delegate authority to the Cabinet Member for City Environment and Climate Change in consultation with the Director of Public Health, to approve the award of a contract for Gym Equipment 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 Resident Services, to approve the award of a contract for Taxi Licensing Signage when the evaluation process is complete.

5. Delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Director of Resident Services, to approve the award of a contract for the Extension of the Colton Hills Community School Dining Café when the evaluation process is complete.
6. Delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Director of Resident Services, to approve the award of a contract for the Refurbishment of the Ground Floor of the Civic Centre for Relocation of Black Country Health Partnership (BCHP) when the evaluation process is complete.
7. Delegate authority to the Cabinet Member for Adults, in consultation with the Director of Adult Services, to approve the award of a contract for Adult Service redesign when the evaluation process is complete.

1.0 Councillor Bhupinder Gakhal, Cabinet Member for City Assets and Housing

1.1 Delegated Authority to Award a Contract – Crown Street Recycle Waste Site Refurbishment

Ref no:	CWC23011
Council Plan aim	Healthy, inclusive communities
Originating service	City Assets
Accountable officer	Nicky Sahota-Brown, Project Delivery Manager
Leadership Team approval	11 January 2023
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, Cabinet Member for City Assets and Housing
Date Lead Cabinet Member briefed	16 January 2023
Procurement advisor	Simon Robinson, Procurement Business Partner - Construction

1.2 Background

1.3 Since 1970, the Crown Street site has been used as a waste and recycling site and was redeveloped in 2004 to a recycled material store and segregation site. Formerly run and managed by Amey Plc, the site was transferred to City of Wolverhampton Council (CWC) in 2018. Currently on site there is a large canopy recycling material store, four cabins incorporating a site office, stores and welfare facilities, and a weighbridge. To enable the service to operate, heavy machinery and vehicles are used daily on the site. The condition of the infrastructure at the Crown Street site has become a health & safety risk with the pre-cast concrete wall falling within the site with immediate action required.

1.4 Following several structural inspections in conjunction with health and safety visits and feasibility studies that identified potential weakness with the current arrangements, mitigation measures have been implemented to ensure the safe system of work is effective, but this can only be for the short term. A robust refurbishment scheme is required to ensure the site is safe for continued use of the waste recycling service to operate.

Proposed Contract Award	
Contract duration	15 weeks
Contract Commencement date	1 April 2023
Total value	£650,000

1.5 Procurement Process

- 1.6 The intended procurement procedure is the open procedure, below 'works' threshold in accordance with Public Contract Regulations 2015. This will provide a robust competition and encourage local suppliers as well as small and medium enterprises (SMEs) to participate in this exercise. This procedure would also enable best value for CWC. This route to market has been determined to provide opportunities for the local supply chain to bid for the opportunity supporting the Wolverhampton pound.
- 1.7 The evaluation scoring balance will be 60% price and 40% quality & social value.
- 1.8 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:

Name	Job Title
Nicky Sahota-Brown	Project Delivery Manager
Ola Ona	Design Engineering Manager
Adrian Boyle	Construction Quality Supervisor
Kamaljit Faulkner	Quantity Surveyor

1.10 Evaluation of alternative options

- 1.11 CWC can opt to not undertake the works as stated but this would impose a risk to the safety of the site users, public and continued operation of the asset detailed. If the works are not completed, the site would be required to close from a health and safety aspect.
- 1.12 Alternative locations have been considered for either a temporary relocation pending the longer-term solution of Hickman Avenue or a permanent solution. However, due to the complex specialist nature of the service and the length of time it would take to establish new permits and the required infrastructure, this option has been discounted.
- 1.13 The use of a framework has been considered but no suitable framework for the scope of this project has been identified.

1.14 Reasons for Decisions

- 1.15 CWC has a duty to ensure that all assets are statutorily compliant and fit for purpose. Undertaking the proposed project will enable the Waste Service to continue with their statutory operation of managing recycled waste.
- 1.16 The investment provides value for money as the refurbishment will eliminate future repair and maintenance costs, future proof the site for a period of at least 10 years and value to the site should the site be disposed of in the future.

1.17 The longer-term strategy could see the operation relocate to Hickman Avenue Depot (subject to Business Case); however, this would not occur for at least three years, and even though mitigation measures (safe systems of working and regular inspections) have been put in place to reduce risk of failure, the structure has deteriorated to such an extent that urgent action is now required.

1.18 Financial Implications

1.19 A feasibility report was carried out in December 2022 and following that, a cost of £650,000 for priority works was identified, as detailed in Table 1.

Table 1

Corporate Asset Management Fund Crown Street Recycle Waste Site		2023-2024 £000
Demolition of existing pre-cast concrete units and construction of a new recycling waste store	A major Health and Safety issue especially in the medium to long term and will create a safety concern for all operatives and users on site.	600
Installation of new weighbridge and electronics	Beyond economical repair with the side beams and cross members cracking and centre beams also giving way.	35
New dust suppression system	The existing system is setting off too much water, affecting the equipment and drainage on site	15
Total		650

1.20 A capital budget of £650,000 was approved via an Individual Executive Decision Notice (IEDN) on 23 January 2023 for the Crown Street Recycle Waste Site Refurbishment. As detailed in the report a revenue cost of £150,000 is anticipated for the temporary relocation of the service whilst the works are being undertaken, which will be met from existing budgets in the City Assets service. The site will need to be closed for approximately 10-12 weeks.

1.21 The estimated cost for the project allows up to 10% for any associated professional fees that may be required, together with a 10% overall contingency. As the UK economy is in period of significant inflation risk, this risk may impact adversely on the final cost of the project. The constituent costs may therefore be modified as the project progresses although any requests for additional funding would be subject to CWC's financial governance arrangements for capital expenditure budgets.

1.22 Legal implications

1.23 The procurement will be a below 'Works' threshold Open procedure in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

1.24 The Health & Safety at Work Act 1974 Etc - Section 2 places a general duty on CWC to protect its employees. It also requires so far as is reasonably practicable as regards any place of work under the employer's control, the maintenance of it in a condition that is safe and without risks to health. Failure to carry out the works would be a direct breach of these regulations and could impose legal and financial implications. CWC also has statutory duties to ensure the proper management of its assets, which accords with the proposals detailed above.

1.25 Equalities implications

1.26 Under the Equality Act 2010, CWC has a statutory duty to pay due regard to impact of how it carries out its business when making budget decisions. In practice, this means that CWC must consciously think about the aims of the Public Sector Equality Duty as part of its decision-making process.

1.27 An Initial Equality Analysis undertaken shows that a full equality analysis is not needed on this scheme, as consideration will be given to addressing the needs of these groups and ensuring that any potential negative impacts are mitigated as far as practicable.

1.28 All other implications

1.29 There will be environmental implications, but the proposed works are geared to promote improvements to the physical environment and assist in carbon reduction across CWC's estate.

1.30 There are human resources implications arising from the recommendation in this report due to the temporary relocation to an alternative site. Employees affected will be fully consulted.

1.31 The Corporate Asset Management Fund is managed by the Asset Management Team within City Assets. The Fund enables City Assets to prioritise and target expenditure on assets that require investment resulting in a reduced maintenance backlog liability for CWC and ensuring assets remain operational.

1.32 Schedule of background papers

1.33 Cabinet 23 February 2022, [Capital Programme 2021-2022 to 2025-2026 Quarter Three Review and 2022-2023 to 2026-2027 Budget Strategy](#).

1.34 Cabinet 16 November 2022, [Capital Programme 2022-2023 to 2026-2027 Quarter Two Review](#).

1.35 Individual Executive Decision Notice, Corporate Asset Management Fund - Crown Street Recycle Waste Site Refurbishment on 16 January 2023.

1.36 Recommendation

1.37 The Cabinet Member for City Assets and Housing, in consultation with the Deputy Director of Assets to approve the award of a contract for the Crown Street Recycle Waste Site Refurbishment 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 – Provision of Lone Worker Device

Ref no:	
Council Plan aim	Fulfilled lives for all with quality care for those that need it
Originating service	Health & Safety
Accountable officer	Tim Munro, Head of Health and Safety (01902) 554058
Leadership Team approval	17 February 2023
Accountable Lead Cabinet Member	Cllr Paula Brookfield, Cabinet Member for Governance and Equalities (01902) 551218
Date Lead Cabinet Member briefed	22 February 2023
Procurement advisor	Sheena Douglas, Procurement Buyer

2.2 Background

2.3 Electronic 'personal safety devices' are used by employees to provide an assurance that when working on site or in potential situations where safety may be compromised there is a means to monitor an ongoing situation and if necessary, summon help and support.

2.4 The provision of electronic devices across all service areas with staff that lone work offers some additional assurance of employee safety whilst at work. These should be in accordance with the service specification, but as a minimum include provision of a suitable discreet device with multi network sim and GPS technology, management of the alarm use and calls through an accredited 24-hour alarm receiving centre, provision of detailed management information on a regular basis, and training for all users in the use of the devices and any additional required support.

Proposed Contract Award	
Contract duration	Four years (3+1)
Contract Commencement date	31 June 2023
Annual value	£120,000
Total value	£480,000

2.5 Procurement Process

- 2.6 The intended procurement procedure will be an open market tender in accordance with Public Contract Regulations 2015.
- 2.7 The evaluation scoring balance will be 40% price 60% 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.
- 2.8 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Jennie Hickson	Health & Safety Advisor	
Natalie Barrow	Service Manager – Health & Safety	
Michael Hough	Health & Safety Manager	Wolverhampton Homes

2.9 Evaluation of alternative options

- 2.10 The first alternative option would be to do nothing, however, the risks involved in not establishing a new contract would leave us non-compliant with internal/organisational health and safety policies regarding lone working.
- 2.11 The second alternative option would be to undertake the service in-house. There is no provision available in-house for this service or equipment required, therefore if a new external supplier is not sourced, it leaves us with no contract in place for the provision of lone worker devices to our employees, rendering us non-compliant with internal/organisational health and safety policies regarding lone working.

2.12 Reason for decisions

- 2.13 Procuring via an open tender for lone worker devices has been decided as the most suitable route. This route to market has been decided because it is the most appropriate and cost-effective method for the type of contract needed and to ensure it is awarded within the project timeline while giving any local companies the opportunity to bid.

2.14 Financial Implications

- 2.15 The draft budget (subject to approval by Full Council on 1 March 2023), for this contract within Health and Safety is £108,000 in 2023-2024. This reflects current contract pricing and device numbers. The £120,000 annual contract value is an absolute maximum estimated cost. The funding of this contract will be reviewed on conclusion of the tender process, with efficiencies needing to be identified from within the Governance Division to fund any additional cost if the value exceeds current budget provision.

2.16 Legal implications

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

2.18 Equalities implications

2.19 Any issues around disability or pregnancy would be picked up by manager risk assessment, and reasonable adjustments would be put in place. Translation services are available to employees whose first language isn't English.

2.20 As part of this contract, we will ensure that that the contracted supplier has a clear equalities, diversity and inclusion policy and vision that is similar to CWC.

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 Governance and Equalities, in consultation with the Chief Operating Officer, to approve the award of a contract for the Provision of Lone Worker Device when the evaluation process is complete.

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

3.1 Delegated Authority to Award a Contract – Gym Equipment

Ref no:	CWC23003
Council Plan aim	Healthy, inclusive communities
Originating service	WV Active
Accountable officer	Paul Yeomans, WV Active Service Lead (01902) 553203
Leadership Team approval	24 January 2023
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment and Climate Change (01902) 861498
Date Lead Cabinet Member briefed	17 January 2023
Procurement advisor	Imogen Morris, Procurement Buyer

3.2 Background

3.3 As part of CWC's and wider health systems direction of travel for a Sport and Physical Activity strategy, this expenditure represents a significant investment for the initial stages of modernising the CWC's leisure estate. The WV Active service is currently receiving multiple complaints regarding the condition of existing gym equipment within its leisure facilities and this investment will resolve a number of service delivery issues.

3.4 The investment will be made in two phases utilising a framework for the purchase of the equipment and a local contractor for any refurbishment works. Approximate expenditure will be £620,000 for the initial purchase of equipment, and a second phase of expenditure for remaining required equipment and any necessary refurbishment works, up to £380,000. The expenditure will be funded from the Public Health Reserve.

Proposed Contract Award	
Contract duration	Four years*
Contract Commencement date	1 March 2023
Total value	£1 million

*The contract itself will be paid for in year one, however the contract will be for four years to cover the maintenance agreement.

3.5 Procurement Process

- 3.6 The intended procurement procedure will be a framework direct award using ESPO 345_20 Fitness Equipment in accordance with the Public Contract Regulations 2015. This route to market has been decided as there is significant pressure to replace the current equipment as it is no longer fit for purpose. In addition, gym equipment is a restricted market with specialist suppliers. The framework has two suppliers based within the West Midlands, and so the opportunity will still be able to support the Wolverhampton Pound initiative.
- 3.7 Consideration of not using a framework approach has been considered; however, it is anticipated that this approach will result in a much longer procurement process which will result in an increased number of complaints for the service.
- 3.8 The evaluation scoring balance will be based on a desktop evaluation of the pricing schedules contained within the framework. 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.
- 3.9 The evaluation team will comprise:

Name	Job Title
Paul Yeomans	WV Active Service Lead
Richard Welch	Head of Partnerships
Andrea Fieldhouse	Principal Public Health Specialist

3.10 Evaluation of alternative options

- 3.11 The other alternative option would be to continue as we are, which is to continue to offer a leisure service with equipment which is not fit for purpose. This has been discounted as this would most likely result in membership levels declining.

3.12 Reason for decisions

- 3.13 The decision has been taken to purchase the new equipment as the leisure service is currently receiving a large number of complaints regarding the poor condition of the existing gym equipment. This investment will resolve a number of service delivery issues and support CWC's Sport and Physical Activity strategy.

3.14 Financial implications

- 3.15 The purchase of equipment and associated work will be funded from the Public Health Reserve. This is subject to the approval of the 2023-2024 budget report by Cabinet on 22 February 2023 and Council on 1 March 2023 which seeks to approve the budget and the reserve expenditure.

- 3.16 This report seeks delegated authority for expenditure up to £1 million which will encompass the following phases of works:
- Phase one - £620,000 for the initial purchase of equipment (subject to bulk buying discounts)
 - Phase two - £380,000 for the remaining purchase equipment, including eco-gym equipment and minor refurbishment works, such as the removal of temporary walls to increase the capacity of gym space.
- 3.17 Legal implications**
- 3.18 The procurement will be an above threshold procedure in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.
- 3.19 Equalities implications**
- 3.20 The equipment provided will support improved access to the service. The second phase of investment will explore the purchase of Inclusive Fitness accredited equipment and will consult with local stakeholders before purchasing.
- 3.21 All other implications**
- 3.22 The second phase of investment will explore the purchase of Eco-friendly energy generating equipment as part of CWC's commitment to the climate change agenda. Current providers offer self-powering products which will not only reduce utility costs but will also contribute towards climate change efforts. However, it must be acknowledged that the market is not mature, and a limited range of equipment is available at present.
- 3.23 Recommendation**
- 3.24 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Environment and Climate Change in consultation with the Director of Public Health, to approve the award of a contract for Gym Equipment when the evaluation process is complete.

4.0 Councillor Steve Evans, Cabinet Member for City Environment and Climate Change
4.1 Delegated Authority to Award a Contract - Taxi Licensing Signage

Ref no:	CWC22077
Council Plan aim	Thriving economy in all parts of the city
Originating service	Licensing Services
Accountable officer	Greg Bickerdike, Licensing Manager (01902) 554030
Leadership Team approval	10 January 2023
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment and Climate Change (01902) 861498
Date Lead Cabinet Member briefed	13 January 2023
Procurement advisor	Alison Porter, Interim Procurement Manager (01902) 554025

4.2 Background

4.3 CWC wishes to appoint a Provider for the provision of the vehicle identification plates and ancillary equipment for private hire and hackney carriage vehicles licenced by the Authority. The Deregulation Act 2015 has helped to facilitate a significant increase in the number of private hire vehicles being licenced by the Authority and the subsequent requirement for much greater volumes of plates and badges.

4.4 The Authority has increased its vehicle fleet by over 1700% since 2015 therefore it is reasonable to estimate that the Authority shall plate over 18,000 vehicles per year throughout the duration of this contract, however volumes are not guaranteed, and volumes could go up or down. The Authority aim to reduce livery costs based on economies of scale. All pricing submitted by the successful Provider shall remain fixed and firm for the duration of the Contract, including any extensions.

Proposed Contract Award	
Contract duration	Five years (3+2)
Contract Commencement date	1 May 2023
Annual value	Year one £400,000 Year two to five between up to £275,000
Total value	£1.5 million

4.5 Procurement Process

- 4.6 The intended procurement procedure will be an open above threshold procedure in accordance with the Public Contract Regulations 2015. This route to market has been identified to provide opportunities to the local supply chain to bid for work with the Council supporting the Wolverhampton Pound.
- 4.7 The evaluation scoring balance will be 70% price 30% 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.

4.8 The evaluation team will comprise:

Name	Job Title
Greg Bickerdike	Licensing Manager
Lorraine Jones	Service Lead – Licensing
Ajoypal Simon	Section Leader – Licensing
Mark Flanagan	Section Leader – Business Systems

4.9 Evaluation of alternative options

- 4.10 It is a legal requirement that the licensing authority issue licence plates to licensees, so doing nothing is not an option.
- 4.11 Consideration has been given to manufacturing the signage in-house, as Digital Print Solutions do have the facilities to produce the products. However, it does not have the resource capacity to meet the volumes required.

4.12 Reason for decisions

- 4.13 A supplier of licence plates and associated production equipment is necessary for the CWC to fulfil its legal duties as a licensing authority.

4.14 Financial Implications

- 4.15 As licensing is undertaken on a cost recovery basis, any increase in demand will be accompanied by the relevant licence fee, therefore the income received covers the costs incurred. It is intended that the use of reusable licence plates will significantly reduce the cost in supplies after the first year.

4.16 Legal implications

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

4.18 Equalities implications

4.19 Children and people with disabilities may be confused by a change in design to signage, so the specification aims to keep them consistent with current designs.

4.20 Information is currently only available in English, so the specification includes that translation of the information via QR code be included.

4.21 All other implications

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

4.23 Recommendation

4.24 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 Taxi Licensing Signage when the evaluation process is complete.

5.0 Councillor Bhupinder Gakhal, Cabinet Member for City Assets and Housing

5.1 Delegated Authority to Award a Contract – Colton Hills Community School Dining Café Extension

Ref no:	CWC22207
Council Plan aim	A vibrant, green city we can all be proud of
Originating service	City Assets
Accountable officer	Nicky Sahota-Brown, Project Delivery Manager
Leadership Team approval	20 October 2022
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, Cabinet Member for City Assets and Housing
Date Lead Cabinet Member briefed	11 November 2020
Procurement advisor	Florence Ahiente, Procurement Manager

5.2 Background

5.3 Colton Hills Community School is school maintained located in the Blakenhall Ward, and as part of the Secondary School Expansion programme over the last three years, the school has provided many additional places for pupils, and as a result it has been identified that although there is sufficient teaching and learning spaces within the school premises to accommodate the additional placements. There is insufficient dining provision due to the uplift in school places, when compared to the Building Bulletin 103 guidelines (which sets out minimum space requirements in schools)

5.4 The area that is proposed for development of the dining provision is currently part of a recreation area where the students can sit outside at dinner and break times. The required work to be undertaken in the dining area may require consent under Section 77 School Standards and Framework Act 1998 (SSFA) due to the 'disposal' of the playing field land.

Proposed Contract Award	
Contract duration	Four months
Contract Commencement date	April 2023
Total value	£500,000

5.5 Procurement Process

- 5.6 The intended procurement route is the open procedure in accordance with Public Contract Regulations 2015. This route considers the Wolverhampton Pound and provides opportunities to local suppliers and small and medium-sized enterprises (SMEs).
- 5.7 The evaluation scoring balance will be 60% price and 40% quality & social value.
- 5.8 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.
- 5.9 The evaluation team will comprise:

Name	Job Title
Nicky Sahota-Brown	Project Delivery Manager
Gareth Mascarenhas	Architect
Adrian Boyle	Construction Quality Supervisor
Kam Faulkner	Quantity Surveyor

5.10 Evaluation of alternative options

- 5.11 Frameworks have not been considered so as to attract interest from the wider market, SMEs, and local suppliers supporting the Wolverhampton Pound.
- 5.12 Limited alternative solutions exist within the school estate. Proposed schemes have been prioritised in line with the Council's strategic policy as detailed in 'City of Wolverhampton Education Place Planning 2020-2022'.

5.13 Reason for decisions

- 5.14 This programme would help secure the required school places to ensure the Council's statutory duty (to ensure the sufficiency of provision) can continue to be fulfilled.

5.15 Financial Implications

- 5.16 The costs of this contract can be met from the £550,000 capital budget for the Dining room extension at Colton Hills Community School, which was approved by IEDN in January 2023 and is part of the currently approved capital programme.

5.17 Legal implications

- 5.18 This procurement is below threshold for works and will be conducted in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

5.19 Equalities implications

5.20 There are equal opportunity implications for the entire school expansion programme, as it will have a direct reference to educational provision for children and young people in the City. Section 149 of the Equality Act 2010 requires that public bodies, in exercising their functions, have due regard to the need to (1) eliminate discrimination, harassment, victimisation and other unlawful conduct under the Act, (2) advance equality of opportunity and (3) foster good relations between persons who share a protected characteristic and persons who do not share it.

5.21 All other implications

5.22 City Assets commissioned the feasibility study for Colton Hills Community School via the Projects and Works team. Once feasibility has been completed and costs have been determined Projects and Works will tender the schemes in consultation with Procurement to secure best value. City Assets would be responsible for the scheme.

5.23 Any building work arising from these proposals would be geared to promote improvement to the physical environment

5.24 Recommendation

5.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Director of Resident Services, to approve the award of a contract for the Extension of the Colton Hills Community School Dining Café when the evaluation process is complete.

6.0 Councillor Bhupinder Gakhal, Cabinet Member for City Assets and Housing

6.1 Delegated Authority to Award a Contract – Refurbishment of the Ground Floor of the Civic Centre, for Relocation of Black Country Health Partnership (BCHP)

Ref no:	CWC22206
Council Plan aim	Healthy, inclusive communities
Originating service	City Assets
Accountable officer	Nicky Sahota-Brown, Project Delivery Manager
Leadership Team approval	23 March 2022
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, Cabinet Member for City Assets and Housing
Date Lead Cabinet Member briefed	23 March 2022
Procurement advisor	Florence Ahiante, Procurement Manager

6.2 Background

6.3 Following the successful leasing of part of the Civic Centre to the NHS Black Country and West Birmingham Clinical Commissioning Group (CCG), CWC have subsequently been in discussion with the Black Country Health Partnership (BCHP) in relation to their future accommodation requirements. As such BCHP are seeking suitable office accommodation for 350 corporate staff across four hubs to be located within the Black Country, and following a property search option appraisal (including with neighbouring authorities) the Civic Centre was identified as being their preferred option for their headquarters, which will also house their executive team

6.4 To allow leasing of the current space to the BCHP, the offices will need to be refurbished to a suitable standard in line with the process undertaken when completing the Heads of Terms and lease completion. The proposed works will include a new office design suitable for hot desking, use of the current meeting rooms and kitchen facilities, breakout areas and relaxation areas, shared welfare facilities (with CWC) along with a reconfigured entrance/exit directly onto the Piazza.

Proposed Contract Award	
Contract duration	Four months
Contract Commencement date	24 April 2023
Annual value	N/A
Total value	£480,000

6.5 Procurement Process

- 6.6 The intended procurement route is the Open Procedure in accordance with the Public Contract Regulations 2015. This will propagate a robust competition and encourage local suppliers as well as SMEs to participate in this exercise, supporting the Wolverhampton Pound. This procedure would also enable best value for CWC.
- 6.7 The evaluation scoring balance will be 60% price and 40% quality and social value.
- 6.8 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.
- 6.9 The evaluation team will comprise:

Name	Job Title	Organisation
Nicky Sahota-Brown	Project Delivery Manager	CWC
Tim Adams	Architect	Health Design
Adrian Boyle	Construction Quality Supervisor	CWC
Kam Faulkner	Quantity Surveyor	CWC

6.10 Evaluation of alternative options

- 6.11 Frameworks have not been considered so as to attract interest from the wider market, SME's and local suppliers.
- 6.12 The only alternative option would be to not lease the Civic Centre in part to the BCHFT and continue to utilise for the provision of Council services.

6.13 Reason for decisions

- 6.14 The Council see this as an excellent opportunity to increase collaborative partnership working across the Public Sector and to build from the current co-location that has been in conjunction with the CCG.
- 6.15 The proposed lease will generate an additional income stream for the Council that will support the Medium Term Financial Strategy (MTFS). In addition to the income, there will be a net reduction in running costs payable by the Council.

6.16 Financial implications

- 6.17 A supplementary budget of £480,000 was approved on 14 December 2022 for this project, which is fully funded via external contributions.
- 6.18 The estimated cost for the project is currently well within the amount contributed by the BCHP, with a significant contingency included to mitigate the high level of inflation risk currently present in the UK economy. Whereas it is highly unlikely the project costs will exceed the contribution, any requests for additional funding would be subject to CWC, financial governance arrangements for capital expenditure budgets.

6.19 Legal implications

6.20 This procurement is below threshold for works and will be conducted in accordance with the Public Contract Regulations 2015 and Council's Contract Procedure Rules.

6.21 Equalities implications

6.22 All development plans and designs will consider and meet the needs of all site users and an all-inclusive approach will be taken by BCHP in conjunction with CWC for any proposed adaptations ensuring compliance with the Equality Act 2010.

6.23 All other implications

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

6.25 Recommendation

6.26 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Director of Resident Services, to approve the award of a contract for the Refurbishment of the Ground Floor of the Civic Centre, for Relocation of Black Country Health Partnership (BCHP) when the evaluation process is complete.

7.0 Councillor Linda Leach, Cabinet Member for Adults

7.1 Delegated Authority to Award a Contract – Adult Service Redesign

Ref no:	CWC23012
Council Plan aim	Fulfilled lives for all with quality care for those that need it
Originating service	Adult Services
Accountable officer	Becky Wilkinson, Director of Adult Services (01902) 555318
Leadership Team approval	05 January 2023
Accountable Lead Cabinet Member	Cllr Linda Leach, Cabinet Member for Adults
Date Lead Cabinet Member briefed	16 January 2023
Procurement advisor	Alex Marsden, Procurement Business Partner (01902) 554570

7.2 Background

7.3 Adult Services has set out a bold plan for redesign of adult social care that this requires significant cultural and behavioural change. There is a risk that the team get stuck with envisioning and planning the big changes needed. Through the design work already delivered, CWC has recognised this is a one-off opportunity to transform that will lead to significantly different financial situation and life outcomes for residents of Wolverhampton. Award of this contract will deliver:

- Next phase delivery plan
- Delivery of several interventions and impact report. To be confirmed following the redesign stocktake
- Activity and cost trajectories
- Support the process up to and including cabinet approval

7.4 The support will be split into two phases:

- Phase 1: A 4-week redesign stocktake to understand the current position and activate the ambition of the team, unleashing the excitement and opportunity to improve adult social care. At the end of this period there will be a review point where the director will agree the next stages of the redesign.

- Phase 2: A focused delivery support to co-produce and delivering several focussed small-scale interventions to evidence opportunities for impact, whilst deploying applied analytics tools to provide further insight and intelligence to the redesign programme.

Proposed Contract Award	
Contract duration	Five months
Contract Commencement date	1 March 2023
Total value	£325,000

7.5 Procurement Process

7.6 The intended procurement procedure will be framework direct award from the ESPO Consultancy Services Framework in accordance with the Public Contract Regulations 2015. The Wolverhampton Pound was considered however the route has been chosen as due to the specialist nature of the requirement.

7.7 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.

7.8 Evaluation of alternative options

7.9 Deliver the project in house - bringing additional short-term resource in, this is a more costly option and would take longer to deliver the redesign due to recruitment of staff and the level of demand in social work teams at the moment. Initial attempts to deliver completely in house are being constrained by winter pressures and consistent high demand in the service.

7.10 Pause the redesign until pressures in the system reduce – the redesign is needed in order to manage demand in adult social care and support the reduction of pressures in the system. It is unlikely that without the redesign pressure in the system will reduce.

7.11 Reason for decisions

7.12 The Adult Service redesign is crucial to management of the budget going forward as demand and cost of care is increasing, the redesign focuses on provision of early intervention and prevention services that are not currently provided.

7.13 The vision for Adult Services includes empowering people to make decisions about their care, in order to fulfil this, we need to provide more choice in the community for people to access care and prevent long term bed-based care where it is not appropriate.

7.14 Financial Implications

7.15 The duration of the contract is five months and the total cost is in the region of £325,000 which will be met from existing approved budgets within Adult Services.

7.16 Legal implications

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

7.18 Equalities implications

7.19 Through the delivery of the Adult Service redesign the service will be considering the diverse needs of the city and ensuring that a person-centred approach meets the needs of all our residents who have an assessed need for care.

7.20 All other implications

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

7.22 Recommendation

7.23 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Adults, in consultation with the Director of Adult Services, to approve the award of a contract for Adult Service redesign when the evaluation process is complete.

8.0 Financial implications

8.1 All financial implications are included within the relevant section of the report.
[RP/09022022/K]

9.0 Legal implications

9.1 All legal implications are included within the relevant section of the report.
[SZ/27012023/P]

10.0 Equalities implications

10.1 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.

11.0 All other implications

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

12.0 Schedule of background papers

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

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CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 22 February 2023
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Report title	Care and Support Provider Review 2023/2024	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Linda Leach Adults	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	Becky Wilkinson, Director of Adult Services	
Originating service	Commissioning	
Accountable employee	Andrew Wolverson Email:	Deputy Director of Commissioning & Transformation Andrew.wolverson@wolverhampton .gov.uk
Report to be/has been considered by	Adults Leadership Team	26 January 2023
	Strategic Executive Board	31 January 2023
	Adult Member Briefing	06 February 2023
	Fulfilled Adults Lives	08 February 2023
	Scrutiny Panel	

Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the proposed increases in care fee levels for 2023/2024 as set out in Table1 to ensure sufficiency and sustainability across Adult Social Care markets.
2. To approve increases with effect from 3 April 2023 to align to corporate payment systems.

Table 1 – Proposed Care Fees for 2023/2024

Type of Care Provision	Recommendation	Current Rate (2022/23) £	% Increase	Proposed 2023/24 Rate £
Home Care	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	16.84* (Hourly rate)	11.85%	18.84
Home Care – Rapid Response and Reablement	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability. Higher rate than home care to incentivise providers to increase time taken for hospital discharge	18.00 (Hourly rate)	11.85%	20.12
Home Based Respite	Aligned to the Supported Living rate. Increase to reflect cost impact of National Living Wage (NLW) and inflation.	16.08 (Hourly rate)	11.85%	18.00
Direct Payments – Agency Rate	Aligned to the Supported Living rate. Increase to reflect cost impact of National Living Wage (NLW) and inflation.	16.08 (Hourly rate)	11.85%	18.00
Direct Payments – Employed Personal Assistant	Increase to reflect cost impact of National Living Wage (NLW) and inflation.	11.44 (Hourly rate)	11.85%	12.80
Direct Payments – Self-Employed Personal Assistant	Increase to reflect cost impact of National Living Wage (NLW) and inflation.	14.03 (Hourly rate)	11.85%	15.68
Individual Service Funds	Aligned to the Supported Living rate. Increase to reflect cost impact of National Living Wage (NLW) and inflation.	16.08 (Hourly rate)	11.85%	18.00
Residential Care – Older People	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	492.10 (Weekly rate)	12.00%	551.18
Residential Care – Older People with Dementia	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	529.06 (Weekly rate)	12.00%	592.55

Nursing Care – Older People	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	515.55 (Weekly rate)	20.36%	620.76
Nursing Care – Older People with Dementia	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	554.26 (Weekly rate)	20.36%	667.10
Extra Care	Increase to reflect cost impact of National Living Wage (NLW), inflation and market sustainability.	Increase to current contract	12.00%	Increase to current contract
Supported Living	Increase fees to meet the increase to the National Living Wage (NLW) and inflationary cost pressures.	16.08 (Hourly rate)	11.85%	18.00
Residential and Nursing – under 65 years old	Increase fees to meet the increase to the National Living Wage (NLW) and inflationary cost pressures.	Individually Negotiated	12.00%	Increase to current placements
Community Activities – Older People	Increase fees to meet the increase to the National Living Wage (NLW) and inflationary cost pressures.	30.69 (Sessional rate)	11.85%	34.32
Community Opportunities for Adults with Complex Needs	Increase fees to meet the increase to the National Living Wage (NLW) and inflationary cost pressures. Ensure that the rate is consistent with the supported living rate and proportionate to 1:1 1:2 1:3 staffing ratios	16.08 per hour for 1:1 staffing 8.04 per hour for 1:2 staffing 5.36 per hour for 1:3 staffing	11.85%	18.00

*This is the current maximum home care rate. Where providers have tendered lower than this rate then the same percentage uplift will apply.

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note:

1. Engagement has been undertaken with providers and the feedback received has informed the fee review amongst other factors such as the increase to the National Living Wage (NLW), inflation and the legal duties for a sustainable market and setting a balanced budget.

2. This report was presented to Fulfilled Adult Lives Scrutiny Panel on 8 February 2023. The Panel supported the details and recommendations of the report and agreed to receive an update at a future meeting.
3. Any proposed care fee increases will create an ongoing expectation to continue paying fees at this new minimum level.

1. Purpose

- 1.1. The purpose of the report is to set out the proposed increase to adult social care fees for 2023/2024 for externally commissioned care and support services, including direct payments and individual service funds.

2. Background and Context

- 2.1. The Council has a legal duty under section 5 of the Care Act 2014 to promote the efficient and effective operation of a market in services for meeting care and support needs. When considering fee uplifts, the Council must align this duty to its other legal duty of setting a balanced budget.
- 2.2. To ensure the proposal is affordable, the Council has completed a financial analysis which has incorporated increases to the National Living Wage (NLW), rate of inflation, benchmarking data and provider feedback.
- 2.3. Providers were initially engaged during 2022/2023 through a “Fair Cost of Care” (FCoC) exercise which was a deliverable of the Government’s Building Back Better plan for reforming the funding of Health and Social Care and was followed by the White Paper for reforming Adult Social Care (People at the Heart of Care, November 2021). These reforms have now been incorporated into law through the Health and Social Care Act (2022).
- 2.4. The FCoC exercise aimed to support local authorities to prepare their markets for reforms and build upon existing market sustainability plans. The requirement placed on each local authority was to engage provider markets with the purpose of reaching a shared understanding of the true cost of delivering care; this was referred to as a “Fair Cost of Care” (FCoC) exercise.
- 2.5. As a trailblazer authority, the Council completed its exercise between May 2022 and August 2022. Since then, it was announced in the Government’s Autumn statement that the reforms would be delayed by two years, pushing the implementation back to October 2025. At the same time, it was confirmed that grant funding originally aimed at preparing markets for reforms would continue for 2023/2024. At the time of reporting, grant funding conditions have not been finalised but the Department for Health and Social Care (DHSC) have confirmed that local authorities must publish their FCoC and Market Sustainability Plans (MSP) to satisfy funding conditions.
- 2.6. The DHSC have set a publication date of 1 February 2023 for cost of care reports which will define the outcome of the exercises undertaken. Publication of the MSP is expected to be towards the end of March 2023 and is likely to focus on how Council’s aim to promote market sufficiency and sustainability, including how grant funding will be utilised.
- 2.7. The delay to the charging reforms is of significance as they would have impacted the operation of care markets. More people would have become eligible for

potential local authority support as the upper means test capital limit would have increased from £23,250 to £100,000 (capital and assets). In addition, people self-funding their care in residential and nursing could have approached the Council requesting that the local authority commissioned and contracted care on their behalf. The impacts were fully described in the draft MSP which will now be updated once the DHSC have confirmed next steps.

- 2.8. The delay means there is no short-term impact on care providers or markets as a whole however the Council will still need to plan on the basis that reforms will be introduced and the equalisation of care fees between local authority and self-funders will be a critical element to ensure continued market sustainability.
- 2.9. The FCoC exercise has provided useful data to inform the fee review process, however the Council has concluded that the outcome cannot be used as a sole guide for fee setting given the issues of low response rates and data completeness and quality. This approach is in line with DHSC guidance which states that the outcome of the cost of care exercise is not intended to be a replacement for the fee setting process. Instead, the local authority should use the insight to support the fee review process for 2023/2024.

3. Provider Engagement and Feedback

- 3.1. Providers were given the opportunity to submit their detailed care costs through the “Fair Cost of Care” (FCoC) exercise that was undertaken from May to June 2022. There are a number of important points to note:
 - The DHSC limited the exercise to home care for people aged 18 and over, and care homes for people aged 65 and over. Market segments such as extra care and supported living were not accounted for.
 - The Council has concerns regarding the low response rate and potential data completeness and quality issues. The conclusion being that whilst some of the information is useful to inform care fees, the exercise in itself cannot be solely used to determine care fees.
 - The Council would welcome further discussions and engagement with providers to improve the joint understanding of costs in local markets.
- 3.2. All care providers and care associations operating in Wolverhampton were written to in December 2022 to ask for input and feedback to inform the fee review process. Key themes are summarised as:
 - Increase in the National Living Wage from £9.50 to £10.42 an hour (for those aged 23 and over) – a 9.7% increase.
 - Increases to Employers National Insurance and pension contributions
 - The rate of inflation – Consumer Price Index

- Insurance and utility (energy) costs are significantly above CPI rates
- Cost of living
- Costs that are currently subsidised by Government until end of March 2023 and may either reduce or cease to continue (to the current level). This includes rates relief, Personal Protective Equipment (PPE) and, Disclosure and Barring Service (DBS) checks.
- Recruitment and retention challenges

4. Assessment of Market Sufficiency and Sustainability

- 4.1. Care providers, nationally and locally, continue to face significant challenges that present risks to market sufficiency and sustainability. All providers will face similar cost pressures due to:
- The increase to the National Living Wage (NLW) for people aged 23 and over, where the rate per hour will increase from £9.50 to £10.42, a 9.7%
 - The rate of inflation and rising prices. Cost pressures have been highlighted by providers as having increased above the rate of general inflation, specifically insurance and utility costs.
 - Recruitment and retention, which continues to be a major challenge and risk area across all care markets. Pay terms within the social care sector do not compare favourably in comparison to competing markets, for example health or retail. The outcome being the inability of offer an attractive job prospect to the labour market.
 - Costs that have been subsidised to support provider organisations through the Covid-19 pandemic to date.
- 4.2. Demand projections for Adult Social Care in Wolverhampton, based on available data, suggest a relatively static trend across all care provision. However, it is not fully understood, and may not be for some time, what the impact of Covid-19 will be on demand for Adult Social Care services as a whole or for specific market segments.
- 4.3. Quality across the Wolverhampton care market is of rising concern, especially in the Nursing market where 45% of providers are rated as Inadequate by the Care Quality Commission (CQC). This was identified through market sustainability plans drafted as part of the charging reforms, and regardless of the delay, remains the key risk to market sufficiency. This could materialise through sustained periods or provider suspension, the inability to accept new placements and worst case provider closures which may be difficult to manage to ensure people remain safe and receive the care and support they require.

4.4. Whilst market sufficiency has been maintained in 2022/2023 to date, the Council must act to support providers off set known cost pressures and ensure sustainability across the care sector. The local authority recognises all providers are facing similar challenges, but the care home markets currently present immediate potential risk for sufficiency.

5. Methodology

5.1. The Council has used all available information to determine the recommended care fees for 2023/2024. The following have all been considered:

- Provider feedback
- Increases to the National Living Wage and associated costs from April 2023
- Recent historical inflation and forecasted inflation for 2023/2024
- Demand projections for adult social care
- Benchmarking data against neighbouring authorities and CIPFA (Chartered Institute of Public Finance and Accountancy) comparators
- Risks to market sufficiency and sustainability

5.2. From April 2023 the National Living Wage (NLW) hourly rate for those aged 23 and over, increases from £9.50 to £10.42, a 9.7% increase. The fee review has include an hourly rate uplift for the NLW of £0.92 per hour, where applicable.

5.3. The Consumer Price Index (CPI) which measures inflationary rises in the economy, increased to 10.5% in the 12 months to December 2022. The Autumn statement from HM Treasury stated that the Officer for Budget Responsibility expected inflation to have peaked by December 2022, and to then fall to 3.8% by the end of 2023. The fee review has factored inflation at 10.5% to price in the cost pressures since the price review for 2022/2023.

5.4. The Council recognises that there are potential risks across the adult social care market and in recognition of this a further uplift has been applied for all providers on the basis of market sustainability. Where this differs is the risk likelihood for residential and nursing care, the latter being of particular concern based on quality of provision and benchmarking gaps. This has resulted in additional increases, particularly for nursing provision.

6. Home Care, Home Based Respite and Rapid Response

6.1. External provision of home care, which includes home based respite and rapid response home care (currently known as Home First which is designed to prevent delays to discharge from hospital), is provided in Wolverhampton through the Home Care Framework agreement.

6.2. The Council currently supports 1,379 people across these services, equating to 20,260 hours per week. Current fees for home care are based on tendered rates and range from £16.40 to £16.84 per hour. Rapid response and reablement is set at a higher rate of £18.00 per hour, to incentivise providers to expedite people from hospital and reduce delays to hospital discharge.

- 6.3. Benchmarking data for neighbouring and comparator local authorities shows that rates in Wolverhampton are similar to that of other Councils.
- 6.4. The recommended uplift of 11.85% is based on supporting providers with the increase to the NLW, CPI inflation and a further factor to account for market sustainability.

7. Direct Payments and Individual Service Funds

- 7.1. People can choose to arrange their own care and receive cash payments through a Direct Payment. They are intended to give individuals greater choice and control over who or how their care is delivered. The Council currently supports 532 via Direct Payments
- 7.2. The Direct Payment rates differ across three different types of support. The agency rate is higher than that for Personal Assistants (PA) due to the overhead costs of providers and is aligned to the rate for Supported Living. In addition, the fee rates recognise there are different costs associated with an employed PA in comparison to a self-employed PA, also on a cost incurred basis.
- 7.3. Individual Service Funds also allow individuals in partnership with providers and the Council to take more control over how their care is received. As per the Direct Payment agency rate, it is also aligned to the current Supported Living rate. The Council currently supports 233 people through Individual Service Funds.
- 7.4. The Direct Payment agency rates is aligned to the rate for Supported Living, and therefore the fee uplift is based on the increase to the NLW and inflationary cost pressures, plus a factor for market sustainability. This represents a 11.85% uplift.

8. Residential and Nursing

- 8.1. The Council commissions and contracts residential and nursing placements on a spot purchase basis, brokered centrally through our Personalised Support Team (PST). Individual contract rates are established based on the eligible assessed needs of the person.
- 8.2. Reference rates are used as part of the determination of contract awards and are uplifted to ensure they reflect current market prices. Whilst the Council does contract placements at these rates, individual contract negotiations result in some placements being agreed that are either above or below the reference rates.
- 8.3. The Council currently supports 618 people in permanent residential care and 348 people in permanent nursing care.
- 8.4. In terms of sufficiency and sustainability, the care home market represents the greatest risk with concerns for provider viability and the impact this has on meeting the needs of individuals who require these services, including managing any sudden closures. As well as provider feedback, where homes have raised

concerns of sustainability, the risk is also demonstrated through quality data, particularly in the nursing market.

- 8.5. Benchmarking data with comparator authorities suggests that care home fees in Wolverhampton are lower than average.
- 8.6. Aligned to market sustainability and sufficiency risks and gaps to benchmarking comparators, the Council has mitigated to the extent that is possible within available funding and applied a fee increase in excess of NLW and CPI impacts, a 12% increase for residential care and 20.36% for nursing care.

9. Extra Care

- 9.1. A review conducted of the current model of Extra Care schemes in Wolverhampton resulted in agreement for existing Extra Care Schemes to adopt Individual Service Funds (ISF's) for each resident. This enables flexibility and clarity about each individual resident's care. The ISF rate proposed for these schemes will be set at the Supported Living rate and the proposal is cost neutral.
- 9.2. The first phase of implementation involving five of the schemes is now complete and the second phase with two schemes are underway. A contract will remain in place at one scheme until it ends on 31 March 2025. As this is a spot purchase contract, the funding arrangements are already individualised.
- 9.3. The Council currently supports a total of 218 people in Extra Care, of which 132 have now transferred to Individual Service Funds.
- 9.4. The recommended fee uplift is based on the impact of the NLW and inflation, plus a factor for market sustainability. This represents a 11.85% increase.

10. Supported Living

- 10.1. The Supported Living Accreditation framework delivers care and support to people with disabilities. These services support people to become as independent as possible and have a focus on reablement and enablement. These services provide 24/7 care where required for people who live in supported living schemes.
- 10.2. The Council currently supports 332 people in Supported Living at a rate of £16.08 per hour. Current Supported Living rates are comparable when benchmarked with comparator authorities.
- 10.3. The fee uplift has been set based on the increase to the NLW and inflation, plus an additional factor for market sustainability. This represents a 11.85% increase.

11. Community Activities for Older People

- 11.1. Community activities support vulnerable adults who are at risk of isolation as well as supports carers of vulnerable adults to have a planned break from caring roles and allow them to partake in normal acts of daily living.

11.2. The Council currently supports 328 people via community activities.

11.3. Previous benchmarking attempts have concluded that direct price comparison is not possible due to the wide variety of models used across local authorities. The fee review has therefore been based on the known cost impacts of the increase in the NLW and inflation, plus a factor for market sustainability. The recommendation is to uplift fees by 11.85%.

12. Reason(s) for Preferred Option

12.1. The recommended increase to care fees satisfies both of the Council's legal duties in relation to market sustainability and setting a balanced budget. The Council recognises the significant challenges within the market, has accounted for known information and data, and has maximised the available budget to pass through to care providers.

12.2. The preferred option accounts for key risk areas in residential and nursing, whilst also exceeding NLW and inflationary cost pressures for the market as a whole.

13. Evaluation of Alternative Options

13.1. Option 1: Do nothing. This is not an option the Council has considered given the known cost pressures of the increase to the NLW, inflation and cost of living. This would not demonstrate the Council's legal duty of supporting market sufficiency and sustainability.

13.2. Option 2: Apply uplifts based solely on the NLW and CPI inflation. Discounted on the basis that whilst it covers core cost pressures, it only maintains the current market landscape and does not move towards rates being appropriately aligned to market sustainability and risk.

13.3. Option 3: Apply uplifts based on the NLW, CPI inflation and an equal factor for market sustainability. This has been discounted as whilst it supports all providers equally, it does not align to the risks of ensuring a sufficient and sustainable care market.

13.4. Option 4: Uplifting care fees based solely on the outcome of the "Fair Cost of Care" (FCoC) exercise completed through the now delayed charging reform. As mentioned earlier in the report, the Council has concluded that there are concerns with using the information based on low response rates and issues with data quality. The original intention of the DHSC was to "move towards" the FCoC over the next three years. The Council, amongst all other local authorities, continuously raised the issue of affordability and that grant funding would not cover the additional cost liability. This option would not be affordable within the available funds and therefore the Council would not meet its legal duty to set a balanced budget.

14. Financial implications

- 14.1. The increases to care fees recommended by this report will result in a net cost increase in the region of £10.1 million to budgets within Adults services.
- 14.2. The Council's 2023-2024 Final Budget and Medium Term Financial Strategy 2023-2024 - 2025-2026 which will be presented to Cabinet on 22 February and Full Council on 1 March includes growth for Adult Services totalling £14.0 million for 2023-2024. This includes funding for the impact of the recommended fee uplift, as well as funding for other pressures across Adults Services including growth in demand. The costs of the recommendations within this report can therefore be met from the proposed net Adults Services budget of £95.1 million in 2023-2024. The Council will receive an additional £2.3 million of Market Sustainability grant in 2023-2024 .
- 14.3. The Council has allocated the grant in line with Government guidance and gone beyond just meeting minimum cost impact for providers.
[JB/14022023/L]

15. Legal implications

- 15.1. The Council has a legal duty under section 5 of the Care Act 2014 to promote the efficient and effective operation of a market in services for meeting care and support needs. When considering fee uplifts, the Council must align this duty to its other legal duty of setting a balanced budget.
- 15.2. The recommended increases to care fees will mean that care providers are supported to meet their legal obligations to pay the increase in the National Living Wage and associated costs for employers National Insurance and pension contributions. The inflationary increase will also support care providers to manage non-pay costs that have risen in line with inflation.
[TC/14022023/A]

16. Equalities implications

- 16.1. There are no equalities implications arising from this report.

17. Other implications

- 17.1 The fee increases set out within this report support the council in ensuring that there is a sustainable market of provision that meets the needs of our residents who need additional support to meet their care needs.

18. Schedule of background papers

- 18.1. None

19. Appendices

19.1. Appendix 1 - Summary of current Adult Social Care Provision

19.2. Appendix 2 – Benchmarking data

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Appendix 1

Service Type Numbers (Snapshot at the end of the Month)	December	12 Month Comparison (December 2021)	Pre Covid Comparison (March 2020)	Previous Month Comparison (November 2022)	Last 3 years of data
All People with an Active Service Agreement (Snapshot end of Month)	4040	→ 5%	→ 2%	→ 0%	
Short Term Services (not including Reablement)	563	→ 2%	↑ 32%	→ -2%	
Reablement	374	↑ 10%		↑ 8%	
Long Term Services	3534	→ 5%	→ -3%	→ 0%	
Long Term - Home Care (not including reablement Home Care or Carers Respite)	1258	↑ 10%	→ 3%	→ -1%	
Reablement Home Care (incl in the overall reablement number)	307	↑ 10%	↑ 75%	↑ 6%	
Residential Permanent	618	→ 2%	↓ -10%	→ 0%	
Direct Payment	532	→ 4%	↑ 12%	→ 0%	
Nursing Permanent	349	↑ 7%	↓ -8%	→ 1%	
Supported Living	332	↑ 6%	↑ 17%	→ 0%	
Sheltered Housing	218	↓ -6%	↓ -17%	→ -1%	
Day Care	194	→ 1%	↓ -40%	→ -1%	
Carer Services - Home Care	77	↓ -17%	↓ -34%	→ -4%	
Professional Support	57	↓ -25%	↓ -53%	→ -2%	
Residential Short Stay	111	↑ 17%	↑ 7%	↓ -9%	
Health Funded Care	385	↑ 11%	↑ 31%	→ 1%	
Carer Services - Direct Payment	30	↓ -19%	↓ -42%	↓ -6%	
Nursing Short Stay	46	↑ 15%	↑ 48%	→ 2%	
Shared Lives	25	→ -4%	↑ 39%	→ 0%	
Residential Respite	51	↓ -12%	↓ -26%	↓ -6%	
Nursing Respite	1	→ 0%	→ 0%	↓ -67%	
Individual Service Fund	101	→ 3%	↑ 17%	→ -3%	
ISF Extra Care (included in Sheltered Housing Total)	132				
Total	233				

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Appendix 2

Chart 1 – Community Based Services – Comparison of 2022/23 Wolverhampton care rates versus median comparator rates.

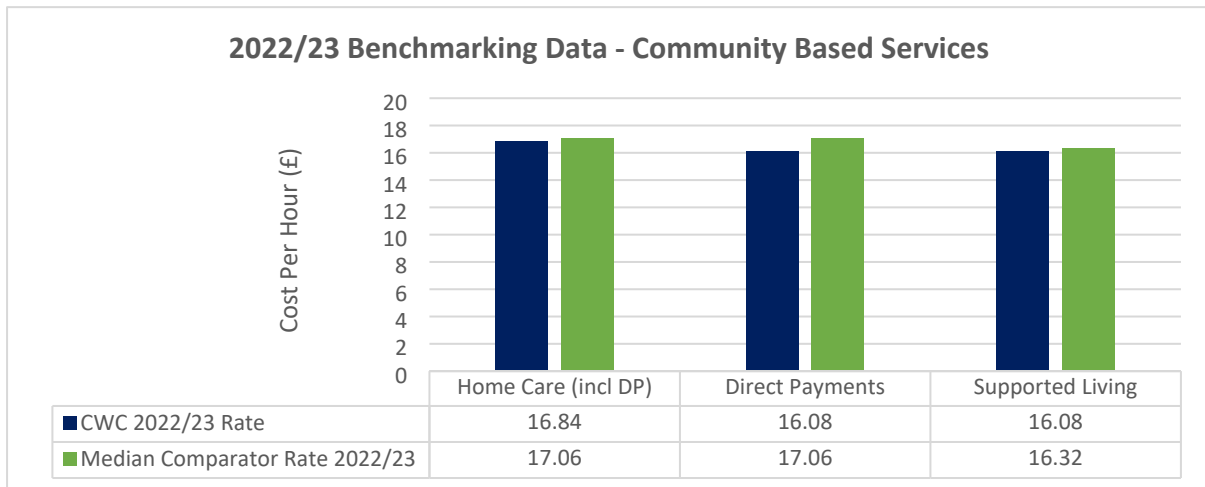
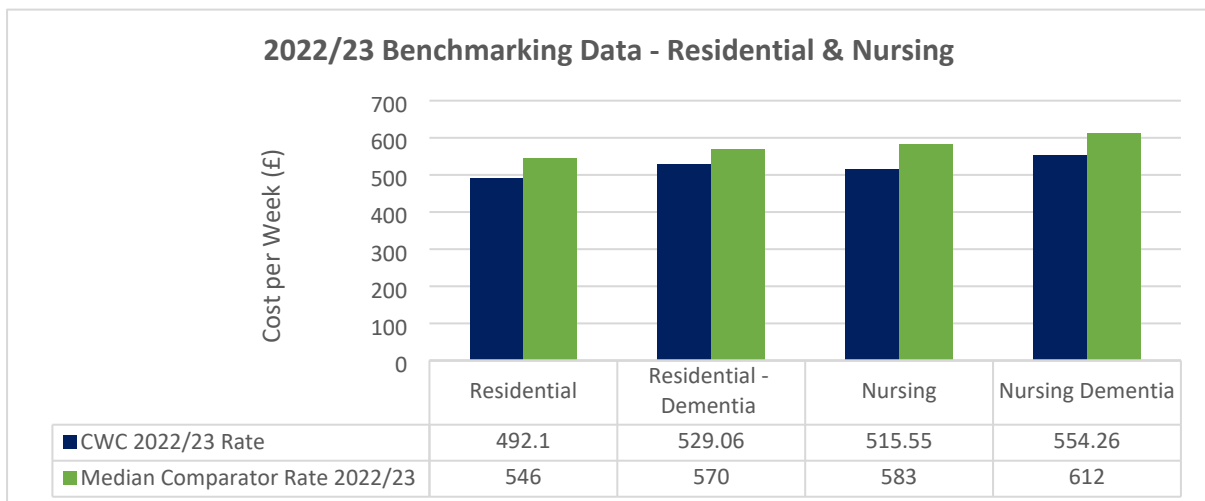


Chart 2 – Residential and Nursing – Comparison of 2022/23 Wolverhampton care rates versus median comparator rates.



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CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 22 February 2023
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Report title	Adult Services Equipment and Stores Renewal	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Bhupinder Gakhal City Assets and Housing	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	Julia Nock, Deputy Director of Assets	
Originating service	City Assets	
Accountable employee	Vince Sibley	Interim Head of Assets
	Tel	07767 766606
	Email	Vince.Sibley@wolverhampton.gov.uk
Report to be/has been considered by	City Assets Leadership Team	11 January 2023

Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Approve the Council entering into a lease renewal on Units 4-6 Racecourse Road upon expiry of the existing lease for a term of five years commencing 27 January 2023 with the lease to contain a tenant break option exercisable at the end of year three (on service of 6 months formal notice).
2. Delegate authority to the Cabinet Member for City Assets and Housing in consultation with the Deputy Director of Assets to approve the rental value and terms of the proposed lease renewal through an Individual Executive Decision Notice.

1.0 Purpose

- 1.1 To seek approval to enter into a new five-year lease with commencing 27 January 2023 to continue current occupation by the Council's Adult Social Care Team of Units 4-6 Racecourse Road.

2.0 Background – Community Equipment Service – CES

- 2.1 Adult Social Care currently occupy Units 4-6 Racecourse Road (EP0297) as tenants. The units are used for the storage of Adult Services equipment and vehicles.
- 2.2 Adult Social Care provide an invaluable service to the city, in this case community equipment service (CES) has continued to operate throughout the Covid pandemic, supplying equipment to people in their homes, mostly after hospital discharge to protect the NHS.
- 2.3 During the Covid pandemic staff have been redeployed from other areas of Adult Provision to backfill people unable to attend work and also to help with the increased workload due to increased demand. There is a requirement for this service to continue.
- 2.4 The current lease for the CES warehouse at Racecourse Road commenced on 27 January 2018 and will expire on 26 January 2023 . Estates have been instructed to complete a lease renewal to allow the service to continue.
- 2.5 The following terms have been agreed with the landlord agent.
- New five-year term commencing 27/01/2023
 - Tenant break option in year three (subject to six months' notice)
 - £115,000 per annum
 - Landlord to waive rent arrears from earlier rent review/mid-term dilapidation costs

3.0 Supporting Delivery of the Strategic Asset Plan

- 3.1 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
- 3.2 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.

- 3.3 The lease renewal of units 4-6 Racecourse Road support the policy as outlined and in particular delivery of items A1 and B9 of the Action Plan.

4.0 Evaluation of alternative options

- 4.1 The current lease could be terminated and alternative premises utilised.

5.0 Reasons for decision

- 5.1 No viable alternative premises for the storage of Adult Services vehicles and equipment have been identified either within the Council's portfolio or private market.
- 5.2 The approval of the new lease will ensure the continued successful delivery of the Adult Services outcomes in supporting the needs of the residents of Wolverhampton.

6.0 Financial implications

- 6.1 The leasing of Units 4-6 Racecourse Road is to be funded by existing established budgets within Adult Services.
- 6.2 The stated rental has been subject to an agreed valuation exercise and includes the waiver of rent arrears and mid-term dilapidations costs ensuring best value is secured by the Council.
- 6.3 Final terms agreed will be subject to a future Individual Executive Decision Notice to seek approval.
[AI/20012023/K]

7.0 Legal implications

- 7.1 There are no direct legal implications from this report. Full legal advice and representation will be given throughout the conveyancing process.
[NB/17012023/A]

8.0 Equalities implications

- 8.1 All development plans will consider and meet the needs of all people within the local community and an all-inclusive approach will be taken by Wolverhampton City Council.

9.0 All other implications

- 9.1 There are no other implications arising from this report.

10.0 Schedule of background papers

10.1 [Strategic Asset Plan 2018-2023](#) – Report to Cabinet on 17 October 2018 including:

- Asset Management Policy 2018-2023
- Asset Management Strategy 2018-2023
- Asset Management Action Plan

CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 22 February 2023
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Report title	Youth Employment Hub – Year 2 Funding	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Christopher Burden Education, Skills and Work	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	Emma Bennett, Executive Director of Families	
Originating service	Skills	
Accountable employee	Sue Lindup Tel Email	Skills and Employability Manager 07766473146 Sue.lindup@wolverhampton.gov.uk
Report to be/has been considered by	Education Leadership Team Strategic Executive Board	2 February 2023 7 February 2023

Recommendations for decision:

The Cabinet (Resources Panel) is recommended to:

1. Delegate authority to the Cabinet Member for Education, Skills and Work and the Cabinet Member for Resources and Digital City, in consultation with the Director of Finance, Executive Director of Families and the Chief Operating Officer to:
 - a. Approve the Council entering into the required grant agreement with the Department for Work and Pensions (DWP) to continue to deliver the Youth Employment Hub in Wolverhampton to support young people aged 16-24 years old into employment and training opportunities.
 - b. Approve the creation of the necessary supplementary revenue budgets to deliver the project.
 - c. Approve the Council entering into any agreements necessary for it manage the Hub at agreed premises in the city centre.

- d. Approve the continuation of such funding arrangements with DWP at the end of 12 month period should further funding be made available by DWP Flexible Support Fund to support the ongoing delivery of a Youth Employment Hub in Wolverhampton city centre.

Recommendations for noting:

The Cabinet (Resources) Panel is asked to note:

1. That European Social Fund (ESF) funded Black Country Impact key workers will be based at the Hub and will provide support to young people at the Hub. Black Country Impact funding has been approved to be continued for another year until October 2023.
2. That Wolves at Work 18-24 funded recruitment staff will operate from the Hub to support young people to access job opportunities. This project is currently in place until March 2024.

1.0 Purpose

- 1.1 To seek approval to receive grants from DWP's Flexible Support Fund to continue to manage and deliver the Youth Hub in Wolverhampton city centre.
- 1.2 The Council has previously received funding from DWP's Flexible Support Fund to deliver the Youth Hub for one year. Year 2 funding will mean that the Hub can be delivered for a further year up until April 2024.

2.0 Background

- 2.1 Youth Employment Hubs are a Department for Work and Pensions (DWP) led initiative intended to support young people aged 16 to 24, who are claiming benefits (Universal Credit and Job Seekers Allowance) and have significant barriers to employment. The aim is to provide a young person with a standalone, distinctive, individual package of support that will include mentoring to move them closer to or into work.
- 2.2 Wolverhampton's Youth Hub opened on 1 October 2021 at the Way Youth Zone in Wolverhampton City Centre as a collaborative project between the Council, DWP and the Way to support young people into employment.
- 2.3 In its first year of operation, from 1 October 2021 – 30 September 2022, the Youth Hub enrolled 394 young people and moved 29% into work. This performance is **above** the forecasted target for the year of 300 young people and 20% into work which is part of the Year 1 funding agreement with DWP Flexible Support Fund.
- 2.4 Funding from the DWP Flexible Support Fund ended in September 2022, and the Youth Hub continues to operate on reserves funding and through existing staff funded by the Council and DWP. Funding for room hire and premises is wholly funded by the Council's budgets.
- 2.5 In November 2021, the Council launched its Wolves at Work 18-24 initiative to respond to the scale of youth unemployment in our city. The Youth Hub has played a fundamental role in delivering this strategy by supporting young people into employment. Staff funded from Wolves at Work 18-24 have also provided a regular presence at the Hub ensuring that new job opportunities are communicated within the Hub and attending Jobs Fairs and events to promote opportunities to young people.
- 2.6 The Youth Employment Hub fulfils Our City, Our Plan priority to support more local people into more jobs and training ensuring that young people, particularly those who are 16-29 years old are assisted in their career pathway and into employment.

3.0 Progress and Options for delivering the Youth Hub in Year 2

- 3.1 It is proposed to continue to deliver the Youth Hub at The Way Youth Zone in Wolverhampton.
- 3.2 Due to the success of the Youth Hub in Year 1, DWP have requested that we increase the number of referrals to the Hub from 300 to 500 young people in Year 2. This will also

include an increase in the requirement to move young people into work from a target of 20% to 30%. We estimate that this is achievable through close working relationships with the two feeder Job Centres in the city centre, i.e. Molineux House and Wulfrun.

- 3.3 The Skills Team will also accept referrals for young people who require transitional support and may not be claiming Universal Credit and are therefore not eligible under the DWP criteria. This group of young people may be economically inactive but choose not to claim benefits for a number of reasons. We would also offer appropriate signposting to jobs for those young people who are currently employed, self employed, on zero hours contracts and are still in education and training. We will aim to provide support through our existing resources to ensure that no young person is left behind and unable to access support.
- 3.4 Through our Youth Summits and drop in events organised by the Wolves at Work 18-24 team, consultation has taken place with over 450 young people. This consultation has identified that young people want to be able to access face to face support when looking for jobs and training opportunities. The Youth Hub has provided this support through its physical presence in the city centre and we anticipate that a move into a more central location will meet the needs of even more young people within our city.
- 3.5 Through our own evaluation of young people's experience of the Youth Hub and its activities over the past year, we have identified that young people value the face to face work that we offer in a friendly accessible city centre location. They also value the variety of opportunities for training and access to employers that have been made available to them through their weekly interactions with staff at the Youth Hub and by attending the bi-monthly Jobs Fairs which have taken place.

4.0 Evaluation of alternative options

- 4.1 Option one would be to agree to Year 2 funding for the continuation of the city centre Youth Hub. This would ensure continuation of service to young people in our city and would ensure that the Council with its partners is able to offer this service to all young people within the city.
- 4.2 Option two would be to partially implement the Youth Hubs in the city. This would involve supporting the development of the Bilston Youth Hub at the College premises in Wellington Road only. If this were the case, young people outside of Bilston would not benefit from this facility. This would be a backward step, and whilst the development of a Youth Hub in Bilston is welcomed, it would not provide support to all young people in our city.
- 4.3 Option three would be to close the Youth Hub in the city centre. The Youth Hub has become part of the offer within the city centre supported jointly by the Council and DWP with a number of partners who are delivering their services regularly from the Youth Hub in the city centre. This would be a backward step and would not support the number of unemployed young people within our city who require our support on a daily basis.

5.0 Reasons for decision(s)

- 5.1 The city centre Youth Employment Hub performs a vital role in our Wolves at Work 18-24 work to support young people in their pathway into sustainable employment.
- 5.2 The Youth Hub provides a centrally located recognisable venue for young people to access services during the daytime, which can be extended to evenings and weekends once Council premises are secured.
- 5.3 The Youth Hub has over-achieved in its first year and is seen as a flagship Youth Hub in the West Midlands area. The model and working relationship between the Council, DWP and other partners has proved to be effective in moving young people into employment.
- 5.4 If the Council does not take the decision to continue to lead, manage and resource the Youth Hub in the city centre then it will be more difficult for young people to access the services they need.
- 5.5 The Council is aware of the opening of the Youth Hub at the College location in Bilston and is already collaborating in a joined up approach to delivering both Youth Hubs by sharing resources and skills within the Hubs. The Bilston Youth Hub will deal with a different and separate cohort of customers who will be referred from Bilston Job Centre, whereas the central Youth Hub will deal with customers from the two city centre Job Centres, Molineux House and Wulfrun.

6.0 Financial implications

- 6.1 The Council will be required to enter into a grant agreement with DWP to deliver the Youth Hub in Wolverhampton, for a period of 12 months. Delegated approval is sought in this report.
- 6.2 The grant awarded will cover the cost of employing two staff to manage, co-ordinate and deliver customer services facilities at the Youth Hub. The grant will also provide funding for activities including Jobs Fairs and ancillary costs such as stationery and cleaning.

6.3 The breakdown of the grant funding from DWP Flexible Support Fund is as follows:

Expenditure	Budget £
Youth Hub Project Co-ordinator (salary, NI, pension costs included)	51,530
Customer Services Officer (salary, NI, pension costs included)	30,030
Marketing and promotions	2,500
Jobs Fairs and activities	9,000
Cleaning Costs	6,000
Stationary	1,000
TOTAL FUNDING	100,060

6.4 The Council will continue to fund venue and facilities costs and to provide employment and skills staff to support the delivery at the Youth Employment Hub.

6.5 DWP will pay a grant to the Council monthly in arrears following the satisfactory completion of a Combined Monitoring and Claim form (CMCF). The CMCF will be completed monthly and will include details of progress against the minimum requirements of the grant, outcomes, targets and indicators.

6.6 The Council will also be required to complete a quarterly Statement of Grant Usage which will outline the actual expenditure made on the project. The final payment made by DWP to the Council will be adjusted to allow for any variance in expenditure that the Council has made during the grant period.

[AI/13012023/P]

7.0 Legal implications

7.1 The Council will be required to comply with the terms of the Grant Agreement from DWP, failing to comply with the terms may result in clawback of funding. In relation to any contractual relationships, the Council must comply with its constitution including the Contract Procedure Rules and the appropriate legislation.

[SZ/13122022/P]

8.0 Equalities implications

- 8.1 The Youth Hub will help to support the equalities implications on young people who have been disproportionately affected by the Covid-19 pandemic which has resulted in an accelerated increase in youth unemployment in the city. The scheme will provide the mechanism for moving more young people into sustainable employment.
- 8.2 There are currently 2,070 young people aged 18-24 years old claiming unemployment benefits. This means that Wolverhampton is in position 1 in the UK with a total of 10% of young people in this age group claiming benefits. This figure does not include those young people who do not claim benefits or who need additional support to access employment, education and training.

9.0 All other implications

- 9.1 The agreement of this funding will secure the continuation of two posts for a further 12 months within the Youth Hub, the Youth Hub Co-ordinator and the Youth Hub Customer Services Officer.
- 9.2 Recruitment into sustainable employment is one of the key indicators for a healthier lifestyle. This programme will support healthy lifestyles and will ensure that young people have access to relevant health and well being support within the Council and coaching and mentoring support as part of the programme.
- 9.3 All buildings that will be utilised to deliver the Youth Hub will receive a full health and safety assessment by the Council and DWP. All buildings will be Disability Discrimination Act (DDA) compliant and ensure equality of access for customers.
- 9.4 Information governance has been considered as part of the information sharing requirements from DWP. This will form part of the contract with DWP.

10.0 Schedule of background papers

- 10.1 Cabinet (Resources) Panel – [Wolverhampton Youth Employment Hub](#) – 28 July 2021
- 10.2 Individual Executive Decision Notice – [Wolverhampton Youth Employment Hub](#) – 4 May 2022

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