

Time 4.30 pm **Public Meeting?** YES **Type of meeting** Executive

Venue Committee Room 3 - Civic Centre, St Peter's Square, Wolverhampton WV1 1SH

Membership

Chair Cllr Stephen Simkins (Lab)

Labour

Cllr Obaida Ahmed
Cllr Paula Brookfield
Cllr Chris Burden
Cllr Craig Collingswood
Cllr Steve Evans
Cllr Bhupinder Gakhal
Cllr Jasbir Jaspal
Cllr Louise Miles

Quorum for this meeting is three voting members.

Information for the Public

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

Contact Dereck Francis, Democratic Services
Tel/Email 01902 555835 or dereck.francis@wolverhampton.gov.uk
Address Democratic Services, Civic Centre, 1st floor, St Peter's Square,
Wolverhampton WV1 1RL

Copies of other agendas and reports are available from:

Website <https://wolverhamptonintranet.moderngov.co.uk>
Email democratic.services@wolverhampton.gov.uk
Tel 01902 550320

Please take note of the protocol for filming, recording, and use of social media in meetings, copies of which are displayed in the meeting room.

Some items are discussed in private because of their confidential or commercial nature. These reports are not available to the public.

CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel Minutes - 14 June 2023
--	--

Attendance

Members of the Cabinet (Resources) Panel

Cllr Stephen Simkins (Chair)
Cllr Chris Burden
Cllr Craig Collingswood
Cllr Steve Evans
Cllr Bhupinder Gakhal
Cllr Jasbir Jaspal
Cllr Louise Miles

Employees

Tim Johnson	Chief Executive
Emma Bennett	Executive Director of Families
Ian Fegan	Director of Communications and Visitor Experience
David Pattison	Chief Operating Officer
John Roseblade	Director of Resident Services
Jaswinder Kaur	Democratic Services and Systems Manager
Dereck Francis	Democratic Services Officer

Part 1 – items open to the press and public

Item No. *Title*

- 1 **Apologies for absence**
Apologies for absence were submitted on behalf of Councillors Obaida Armed, Ian Brookfield and Paula Brookfield.

- 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 24 May 2023 be approved as a correct record and signed by the Chair.

- 4 **Procurement - Award of Contracts for Works, Goods and Services**
Councillor Stephen Simkins presented the report on the latest procurement activity for approval. He reported that there was one important procurement coming forward this month from City Housing. The opportunity was utilising a framework agreement to accelerate the delivery of new build council homes through the Housing Revenue Account across a number of sites in the city.

Resolved:

1. That the Council enter into an Authorising Agreement with Dudley MBC for use of the Dudley MBC Housing Development Framework.
2. That authority be delegated to the Cabinet Member for City Housing, in consultation with the Director of Resident Services to:
 - a. Approve the award of contracts for Housing Development – new build council homes and any amendments to the procurement procedure.
 - b. Approve any other agreements including deed of covenants, collateral warranties, assignments, and such other ancillary agreements, including variations, as may be deemed necessary to facilitate the delivery of the six projects highlighted within this report.

5 **Food Service Plan 2023**

Councillor Craig Collingswood presented the report on the Council's draft Food Service Plan 2023. Delegated authority was requested to approve the final version of the document. A recovery plan was put in place by the Food Standards Agency (FSA) during the Covid pandemic which stated their expectations of local authorities in achieving high risk interventions and interactions during the period of reduced resources. That formed the basis for last years' service plan. Some of the key achievements of Environmental Health Service during 2022/2023 included almost 1300 food interventions undertaken and 1350 service requests responded to. This exceeded the Food Standards Agency's recovery plan for the year. The expectation of the FSA for 2023 was for local authorities to realign with the traditional intervention regime whilst prioritising interventions during the year based on risk and intelligence. Environmental Health would continue to provide advice and support to businesses on a variety of issues along with other support to include beauty treatments and industrial processes, licencing and trading standards work. The Service continued to support the Council's Primary Authority Partnerships and had recently secured a new partnership with Catering Management Consultant Limited, a National School catering management company whilst continuing to work alongside other partnerships with Marstons and Little Dessert Shop.

Resolved:

1. That the draft 2023 Food Service Plan at Appendix 1 to the report be approved.
2. That authority be delegated to the Cabinet Member for City Environment and Climate Change, in consultation with Head of Commercial Regulation Service, to approve the final version of the Food Service Plan.
3. That the requirement to prepare a Food Service Plan be noted.
4. That the services key achievements for the year 2022-2023 be noted.

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 remaining 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

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

Councillor Stephen Simkins presented, for information, the report on exemptions to Contract Procedure Rules approved by the Head of Procurement and the Director of Finance during April 2023.

Resolved:

That the exemptions to the Contract Procedure Rules approved by the Head of Procurement and Director of Finance from 1 to 30 April 2023 be noted.

This page is intentionally left blank

CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 12 July 2023
--	---

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	

Recommendation for decision:

The Cabinet (Resources) Panel is recommended to:

1. Delegate authority to the Cabinet Member for Adults and Wellbeing in consultation with the Director of Public Health, to approve the award of a contract and allocation of the budget of £569,000 per annum for Voluntary and Community Services - delivering Our City, Our Plan when the evaluation process is complete.

1.0 Councillor Jasbir Jaspal, Cabinet Member for Adults and Wellbeing

1.1 Delegated Authority to Award a Contract: Voluntary and Community Services - delivering Our City, Our Plan

Ref no:	CWC23060
Council Plan aim	More local people into good jobs and training
Originating service	Public Health - Communities
Accountable officer	Joanna Grocott Place Based Manager (01902) 555644
Leadership Team approval	9 May 2023
Accountable Lead Cabinet Member	Councillor Jasbir Jaspal Cabinet Member for Adults and Wellbeing (01902) 551218
Date Lead Cabinet Member briefed	17 May 2023
Procurement advisor	Adebimpe Winjobi Procurement Manager

1.2 Background

1.3 On 6 December 2016 following a tender exercise, Cabinet (Resources) Panel awarded seven contracts to six Voluntary and Community Sector organisations (VCS) for a period of five years. These contracts support a number of city priorities targeting those most in need in the city including job and training support, welfare and advice, voluntary sector engagement and partnership working and volunteering. All seven contracts commenced on 1 April 2017 and delegated authority was awarded to the Cabinet Member for City Economy in consultation with the Strategic Director of Place.

1.4 These contracts have been in place for the past seven years and have been extended due to the Covid pandemic and whilst a review is undertaken to ensure any further contracts and procurement activity meet the needs of the residents and the city. With the impact of the Covid pandemic and the cost-of-living crisis it has been necessary to respond to these emerging priorities and support the VCS to meet the city's priorities.

- 1.5 Following the review of these contracts in collaboration with other officer leads and the voluntary and community sector the next steps will be to undertake a procurement exercise to put in place revised contracts that maximise the support for the sector in terms of growing and building capacity, increasing volunteering capacity and pathways to employment, enhancing entrepreneurial support and providing welfare, benefits and financial advice which will be vital during the cost of living crisis.
- 1.6 All contracts are now due to expire on 30 September 2023 and following a thorough service review we are proposing to redistribute the existing services into three strategic lots to align with Our City, Our Plan.

Proposed Contract Award	
Contract duration	Seven years (5 + 2)
Contract Commencement date	1 October 2023
Annual value	£569,000
Total value	£3.983 million

1.7 Procurement Process

- 1.8 The intended procurement procedure will be open procedure in accordance with Public Contract Regulations 2015. This route to market has been decided because City of Wolverhampton Council (CWC) is committed to demonstrating that the services it procures represent good value for money which have been sourced using open, transparent, and equitable processes.
- 1.9 The VCS budget is ring fenced; therefore, the tender evaluation criteria is to focus on the quality of service provision (80%), with some social & environmental considerations (20%). The contact funding is fixed at a set cost, per annum. Value for money will be ascertained from added value to be offered as part of the qualitative assessment.
- 1.10 Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.
- 1.11 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Joanna Grocott	Place Based Manager	
Mark Perlic	Welfare Rights Service Manager	

Martha Cummings	Voluntary Sector Coordinator	
Kate Lees	Partnership Manager	
Jin Takhar	Head of Equalities, Diversity and Inclusion	
Isobel Woods	Head of Enterprise	
Sylvia Parkin	Independent	
Sally Sandel	Head of Primary Care Commissioning	One Wolverhampton
VCS Partners	TBC	TBC

1.12 Evaluation of alternative options

- 1.13 In considering the options, the primary outcome is to reduce the risk of any further hardship to vulnerable people and support the voluntary and community sector in building its capacity. Stopping or reducing current provision was not an option as a period of consultation was required.
- 1.14 The extension of these contracts was approved to ensure the continuation of provisions to those with the most need enabling the organisations providing the provisions a period to also rebuild and recover from the challenges of the pandemic. The aim was to reduce the impact any further disruption may cause to the organisation and the vulnerable people that they serve. All contracts were approved for a further six-month extension by Cabinet (Resources) Panel.
- 1.15 There has been ongoing consultation with voluntary and community partners to inform the development of the future approach.

1.16 Reason for decisions

- 1.17 CWC has worked in partnership for many years with a number of local small, medium, and large Voluntary and Community Sector (VCS) organisations in the City, providing financial and/or in-kind support to help some of our most disadvantaged, vulnerable, and marginalised communities. Over the life of contracts, inevitably priorities change and whilst groups have adapted well, new opportunities and ways of working need to be explored to ensure we maximise our ability to respond to needs in the City and deliver services that are of good social, environment and financial value. The Covid-19 pandemic has highlighted aspects that are working well and those that need improvement in relation to the way we support local people and VCS groups. CWC is committed to ensuring that our services do not impact adversely on those who need our support the most.

- 1.18 The past two years has seen officers and VCS partners commit to working practices and initiatives to renew the relationships across the sector to better deliver on Council Plan priorities in partnership whilst creating stronger and more resilient communities.
- 1.19 Activity has taken place in partnership with the VCS, University of Wolverhampton, strategic partners, and primarily local people to provide an evidence base and a new strategic and joint approach to meet Our City Plan priorities and recovery from Covid-19.
- 1.20 This will also provide an opportunity to explore other models that promote co-production, achieve shared outcomes, and contribute to commissioning being need led, baselining for the sector, living safely with Covid-19, reducing duplication and competition in the sector and that has residents at the heart of outcomes.

1.21 Financial implications

- 1.22 The Voluntary and Community Sector contracts will be met from existing approved budgets within Public Health and continue to be managed within the service.
[RP/27062023/Z]

1.23 Legal implications

- 1.24 The open, light touch, process will be in accordance with the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.
[SZ/20062023/P]

1.25 Equalities implications

- 1.26 As part of the procurement process an Equalities Impact Assessment (EIA) is currently being completed to inform future areas of consideration within the provision of contract and any adverse impacts regarding access and support as part of the ongoing commissioning process. The EIA is a live document and continues to be reviewed to ensure that it takes account of inclusion groups and the protected characteristics as covered by the of the Equalities Act 2010.

1.27 All other implications

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

1.29 Schedule of background papers

- 1.30 Cabinet (Resources) Panel 6 December 2016 – [Procurement - Award of Contracts for Works, Goods and Services.](#)

1.31 Recommendation

- 1.32 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Adults and Wellbeing in consultation with the Director of Public Health, to approve the award of a contract and allocation of the budget of £569,000 per annum for Voluntary and Community Services - delivering Our City, Our Plan when the evaluation process is complete.

This page is intentionally left blank

CITY OF WOLVERHAMPTON COUNCIL	Cabinet (Resources) Panel 12 July 2023
--	--

Report title	LEP Gainshare monies for Digital Innovation purposes	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Obaida Ahmed Resources and Digital	
Key decision	Yes	
In forward plan	Yes	
Wards affected	All Wards	
Accountable Director	Charlotte Johns, Director of Strategy	
Originating service	Strategy	
Accountable employee	Heather Clark	Head of Digital Projects
	Tel	01902 555614
	Email	Heather.Clark2@wolverhampton.gov.uk
Report to be/has been considered by	CMB	26 June 2023
	Strategic Executive Board	27 June 2023

Recommendation for decision:

The Cabinet (Resources) Panel is recommended to:

1. Delegate authority to the Cabinet Member for Resources and Digital, in consultation with Director of Strategy and Director of Finance to:
 - a. Approve allocation of Gainshare funding to support the digital innovation priority of the Digital Wolverhampton Strategy as a proof-of-concept fund.
 - b. Authorise the Council to enter into a Collaboration Agreement with Walsall Metropolitan Borough Council as accountable body for Gainshare funding.
 - c. Approve the establishment and spend within the Digital Infrastructure budget in line with the Collaboration Agreement.
 - d. Approve further changes to support our smart city ambitions.

1.0 Purpose

- 1.1 To approve allocation of the Local Enterprise Partnership (LEP) Gainshare monies to support the digital innovation priority of Wolverhampton Digital Strategy in particular to transform delivery of services and develop new applications to unlock potential.

2.0 Background

- 2.1 The City of Wolverhampton Council is committed to digital with Driven by Digital being a cross cutting theme of Our City: Our Plan. Wolverhampton Digital Strategy was adopted in March 2023 as a live, action orientated partnership approach to delivering our overarching aims:
- A. Wolverhampton is a Gigabit and Smart City with futureproofed digital infrastructure including full fibre broadband and 5G utilised to transform delivery of services and develop new applications to unlock its potential.
 - B. 100% digitally included Wolverhampton ensuring all residents have the access to devices, connectivity and skills to take advantage of what digital has to offer.
 - C. Growing the Digital Economy and talent pipeline building on our futureproofed infrastructure to start and grow businesses creating jobs for local residents meeting skills needs for the future.
- 2.2 Futureproofed digital infrastructure is crucial to making Wolverhampton a more attractive place to live, run a business and invest and the backbone of a modern thriving economy driving productivity and spreading growth and in delivering effective and efficient public services. Significant progress has been made with Gigabit, coverage has increased from 2% in September 2020 to 90.8% December 2022 (Connected Nations 2022) and full fibre coverage (1 GB) from 1% in 2020 increasing to 49% of properties in February 2023 (Broadband Report March 2023 Think Broadband). In addition to CityFibre roll out in the city, Openreach and Virgin Media are also upgrading their infrastructure to full fibre with Virgin Media underway and Openreach starting in the near future. Our proactive approach to supporting the rollout of 5G has accelerated the rollout by at least six months.
- 2.3 Building on the progress with this key building block, we are looking to move forward with the other part of our ambition to become a Gigabit and Smart City through exploring how the use of technology can transform delivery of services including develop new applications to unlock its potential driving digital innovation in the city.
- 2.4 Gainshare was a result of the former Building Digital UK (BDUK) funded Black Country superfast programme increasing the number of premises across the Black Country to superfast broadband (30 MB), a share of any surplus generated through this project. It was originally managed by Black Country Local Enterprise Partnership (LEP) which ceased to exist on 31 March 2023 with responsibility moving to Walsall Metropolitan Borough Council as accountable body. It is proposed that current and future Gainshare receipts are split equally between the four Black Country local authorities subject to a collaboration agreement. Each local authority will receive £250,273.50. Future Gainshare take-up assessments are due to take place in December 2023, the outcome

will be available from 31 January 2024. It is likely that a further payment will be distributed between the local authorities at a later date. Black Country LEP has requested that the Gainshare funding is spent on digital activities only.

2.5 Wolverhampton is proposing to use our share of Gainshare to support the digital innovation priority of the Digital Wolverhampton Strategy through funding Smart City proof-of-concepts.

3.0 Smart City ambitions

3.1 A smart city is an urban area that uses different types of Internet of Things (IoT) sensors to collect data and then use this data to manage assets and resources efficiently. The Digital Wolverhampton Strategy's digital innovation priority outlined how the Council will aim to use technology to improve services using technology. By streamlining processes, the Council will make savings that will contribute to the Medium-Term Financial Strategy (MTFS).

3.2 Our Strategy's digital innovation priority outlined our intention to develop digital roadmaps for city priorities setting out how we will use technology to innovate services including:

- Utilise data to make smarter decisions enabling better targeting and delivery of services.
- Technology enabled service delivery making better and more efficient services e.g. highways management including fly tipping detection, road condition monitoring and smart parking.
- Technology enabled independent living and health to improve quality of life, prevent and manage health conditions.
- Addressing key challenges and priorities through technology e.g. climate change.
- Become a leading Smart City for the future by maximising benefit from West Midlands Smart City Programme.
- Ensure digital skills of workforce to embrace and implement digital innovation solutions.

3.3 Examples of smart city proof of concepts the funding could support include visitor experience counters, air quality and environmental sensors. Environmental sensors include fly tipping detection, graffiti, street cleaning and smart bins. Home and care sensors will include heat and humidity sensors, damp and mould detection and falls detection.

Smart City Proof of concepts	Examples	Benefits
Visitor Experience	Capture footfall and visitor data to evidence impact and drawdown funding.	Evidence impact of events on high street vitality for funders and provide evidence base to attract future external funding. Opportunity to improve reporting of data and trends.
Air quality and environmental sensors	Deployed on key routes throughout the city. Can be deployed near schools to monitor traffic and air pollution. Sensors housed on street furniture.	Assess impact of poor air quality of public health, identify polluted areas to action. Monitor how families are affected by air quality at school drop off and pick up times.
Environmental sensors	Fly tipping detection, graffiti, street cleaning and smart bins	Reduce fly tipping by 80% and increase prosecutions (MTFS savings). Waste management system could improve efficiency of resource allocation by 50%, reduce complaints by 51%, savings on fuel and carbon reductions by 50%. (based on examples elsewhere)
Home and care sensors	Heat and humidity sensors, damp and mould detection, falls detection, water tap sensors, sleep sensors	Identify residents in fuel poverty so support can be provided, improve living conditions, support independent living and prevent health conditions (such as Asthma). 4 lives saved in South London Partnership (SLP) post sensor alerts received. Individuals feel looked after and safer.

3.4 We are currently exploring an IoT platform to capture data intelligence to show trends, triggering actions where required and finally produce reports.

4.0 Evaluation of alternative options

4.1 Option 1: Gainshare funding used to support the rollout of our smart city aims, using technology to improve service delivery, improve quality of life by enabling individuals to live in their own homes and manage health conditions and address key challenges. It will allow us to undertake proof of concepts to evidence benefits of interventions.

4.2 Option 2: do nothing. Funding could ultimately be lost to the City or used for other purposes which would not result in benefits to the Council and City as a whole.

5.0 Reasons for decision

5.1 Option 1 is recommended to ensure that we are able to achieve our digital innovation ambitions to provide better and more efficient services, improved quality of life and addressing challenges and priorities through technology. Service efficiencies can contribute to savings outlined in the MTF5.

6.0 Financial implications

6.1 Gainshare funding of £250,273.50 will be made available to support the digital activities, in line with conditions provided by BC LEP. It is intended that the proof of concepts funded through this pot will provide evidence for the business cases to invest and/or bid for external funding to rollout of the technology if proved successful.

6.2 It is proposed that current and future Gainshare receipts are split equally between the four Black Country local authorities subject to a collaboration agreement. Each local authority will receive £250,273.50. Future Gainshare take-up assessments are due to take place in December 2023, the outcome will be available from 31 January 2024. It is likely that a further payment will be distributed between the local authorities at a later date.

6.3 Deploying technology to improve services will allow returns on funding by being able to invest to save.

[CO/14062023/W]

7.0 Legal implications

7.1 Receipt of Gainshare funding is subject to entering into a Collaboration Agreement with the accountable body Walsall Metropolitan Borough Council. The Council must ensure that it complies with the terms of the Collaboration Agreement.

[SZ/20062023/P]

8.0 Equalities implications

- 8.1 Digital and smart technology can have significant positive equalities implications, for example making it easier for people with health problems to live more independently through the provision of telecare and e-health solutions.

9.0 All other implications

- 9.1 Smart technology can have positive implications on the environment and climate change, for example enabling the Council to capture environmental information and improve service delivery within these areas.
- 9.2 Smart technology can be used to improve building management. Corporate Landlord have been involved in the digital infrastructure priority including making available our assets to support the rollout and barrier busting through standardised agreements.
- 9.3 The Gainshare funding will allow the Council to achieve our digital innovation ambition to provide better and more efficient services, about addressing challenges and priorities through technology. Any service efficiencies will contribute to savings outlined in the MTFS.

10.0 Schedule of background papers

- 10.1 None

Document is Restricted

This page is intentionally left blank