

## Cabinet (Resources) Panel

23 February 2022

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

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### Recommendations for decision:

The Cabinet (Resources) Panel is recommended to:

1. Delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for the Audio-Visual project when the evaluation process is complete.
2. Delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for the GIS Mapping project when the evaluation process is complete.
3. Delegate authority to the Cabinet Member for Digital City, in consultation with the Director of Strategy, to approve the award of a contract for the Student Management System when the evaluation process is complete.

4. Delegate authority to the Leader of the Council, in consultation with the Director of Finance, to approve the award of a contract for a Procurement and Contract Management Solution when the evaluation process is complete.
5. Delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations, to approve the award of a contract for Bars & VIP Area Provision at Creation Day Festival when the evaluation process is complete.
6. Delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Provision of Electrical Repairs and Maintenance when the open tender evaluation process is complete.
7. Delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Provision of Mechanical Repairs and Maintenance when the open tender evaluation process is complete.
8. Delegate authority to the Cabinet Member for Children and Young People, in consultation with the Executive Director of Families, to approve the award of a contract for Key Workers for the Power2 team when the evaluation process is complete.
9. Delegate authority to the Leader of the Council in consultation with the Director of Finance and Chief Operating Officer to award contracts up to £1 million to be utilised by Public Health relating to the Council Covid-19 response.

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

### 1.1 Delegated Authority to Award a Contract – Audio Visual Project

Ref no: CWC21095	
Council Plan aim	Well skilled people working in an inclusive economy
Originating service	Digital and IT
Accountable officer	Jaideep Ghai, Head of Digital and IT (01902) 553496
Leadership Team approval	22 October 2021
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital City (01902) 551218
Date Lead Cabinet Member briefed	29 October 2021
Procurement advisor	Peter Holmes, Procurement Manager (01902) 556175

### 1.2 Background

- 1.3 The City of Wolverhampton Council's (CWC) Digital and IT function is looking to procure a new and upgraded audio equipment and relevant licencing and installation to support CWC with its digital approach for collaborative working. Many businesses have had to adapt and embrace new ways of working to carry out business as usual functions during the Covid-19 pandemic. These new ways of working will continue to be embraced in the future which includes the requirement for additional ICT equipment to facilitate this.

Proposed Contract Award	
Contract duration	Four Years
Contract Commencement date	September 2022
Annual value	£100,000
Total value	£400,000

#### 1.4 Procurement Process

1.5 The intended procurement procedure will be an open procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 40% price and 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.

1.6 The evaluation team will comprise of:

Name	Job Title
Glenn Palmer	Business Critical & Solutions Support Manager
Daniel Clarke	Business Critical and Solutions Support Engineer
Vikram Sahunta	Business Critical and Solutions Support Engineer
Harpreet Riyat	Digital Customer Support Manager

#### 1.7 Evaluation of alternative options

1.8 There are currently seven rooms with capabilities to allow users to engage in hybrid meetings which required us to purchase specialist hardware to achieve. These rooms have audio and visual equipment to enable users in the room to engage both verbally and visually. The scope initially will be Aldersley Stadium and the Civic Centre; this could incorporate further meeting rooms if the Council decide to open further facilities.

1.9 The alternate options evaluated:

- **Purchase no equipment** - Existing equipment only allows the sharing of a laptop screen to a wall mounted monitor using wireless technology. This option would reduce meeting capabilities in the medium and large rooms as the audio pick up within the room would be greatly reduced leading to external meeting attendees having difficulties hearing members of the meeting physically in the room.
- **Use existing equipment** - The existing equipment does not give us any visual or audio capabilities in the identified rooms. Meetings would be held using a laptop that has limited range and would not allow meeting members in the room to see those connected in remotely.
- **Use laptops in the meeting spaces rather than purchasing specialist hardware** - A laptop could be placed at the front of the meeting room and the laptop camera used to show the room to the external candidates. Laptop cameras are not designed

to cater for such long distances, so the quality of an external camera is far superior. The audio pick up from the laptop is also greatly reduced so meeting attendees sitting towards the far side of a room would need to raise their voice to ensure they could be heard by external meeting attendees. An audio extension device can be purchased to improve the audio pickup.

- **Purchase external cameras to use with existing equipment** - The current equipment does not allow CWC to connect a camera directly to the wall mounted screen as well as provide hybrid video conferencing capabilities using the wireless presenting hardware. To achieve this, CWC would need to upgrade the devices we currently have.

1.10 We do not have the specialist skills to fully evaluate and determine the best solution, which is cost effective, technically sound and designed to provide end users with a good experience. CWC want to maintain a professional look to external suppliers and partners which could not be achieved using a laptop device.

#### **1.11 Reason for decisions**

1.12 The Covid-19 pandemic has increased the need for flexible working. The impact of the pandemic has seen businesses implementing new and innovative ways of working to provide their employees with a platform to engage and continue providing essential services, irrelevant of their physical location.

1.13 CWC Digital & IT need to provide a cost effective and sustainable video conferencing solution that meets the requirements of the business and enables employees to work collaboratively across the City.

#### **1.14 Financial Implications**

1.15 The total estimated contract value is £400,000 over a four-year contract period (£100,000 per annum). The first year contract cost will be met from the £200,000 budget approved within the 2022-2023 ICT General Capital Programme (Infrastructure Upgrades). Future years' costs beyond 2022-2023 will be met from the corporate contingency within the capital programme.

#### **1.16 Legal implications**

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

#### **1.18 Equalities implications**

1.19 Equalities considerations have been considered for each of the areas of work for which the contract relates and will be reflected in the contract.

**1.20 All other implications**

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

**1.22 Recommendation**

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

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

### 2.1 Delegated Authority to Award a Contract – GIS Mapping Project

Ref no: CWC21061	
Council Plan aim	Well skilled people working in an inclusive economy
Originating service	Digital and IT
Accountable officer	Jaideep Ghai, Head of Digital and IT (01902) 553496
Leadership Team approval	10 December 2021
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital City (01902) 551218
Date Lead Cabinet Member briefed	10 December 2021
Procurement advisor	Jose Vitoria, Procurement Manager (01902) 556175

### 2.2 Background

- 2.3 CWC is currently using LOD1 (Level of Detail 1) maps. This is the Basic Local Government Scene 3D scene that includes the World Topographic Map draped over detailed elevation along with buildings and trees. Buildings and trees can be quickly generated with classified lidar (ground with first return) and used for massing visualization and conceptual planning.
- 2.4 Although this had been sufficient until recently, CWC now have a requirement for improved 3D mapping. Following a demonstration of the functionality, it has been agreed that CWC would seek to upgrade to (Level of Detail 3) LOD3 3D maps by adopting the cloud solution offer

Proposed Contract Award	
Contract duration	Four Years
Contract Commencement date	June 2022
Total value	£453,000

## 2.5 Procurement Process

- 2.6 The intended procurement procedure will be via a further competition utilising the CCS Data and Application Solutions Framework (Ref: RM3821) in compliance with Public Contract Regulations 2015. The evaluation criteria will be determined by the requirements of the Invitation to Tender (ITT) documents.
- 2.7 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.
- 2.8 The evaluation team will comprise of:

Name	Job Title
Paul Danks	Applications Manager
Gary Swift	System Support Officer
Ian Lynch	System Support Officer (LLPG)
Dominic Williams	Developer

## 2.9 Evaluation of alternative options

- 2.10 The options CWC considered were:

- Do nothing, this would have stopped the yearly payment and would have left CWC without a licenced and supported system which in turn would make the authority vulnerable to service failures or cyberattacks.
- Start a procurement exercise and use this as an opportunity to invest in our current system. To allow for extra growth and options for more services to utilise new functions, this in turn would help make savings for other areas of CWC

## 2.11 Reason for decisions

- 2.12 The need for increased levels of detail and a solution that better matches the business needs has led CWC to make the decision to upgrade the GIS mapping software.
- 2.13 To remove the risk of losing current functionality and interoperability with other third party software applications on our existing on-premise version, upgrading the current GIS system with the incumbent provider would create less disruption to service users compared to implementing a completely new GIS system with an alternative supplier.



## **2.14 Financial Implications**

- 2.15 This contract will supply both software upgrades and annual support and maintenance services to the Council and includes both capital and revenue expenditure. The estimated capital costs of £93,000 in 2022-2023 will be met from the existing approved ICTS Capital Programme (IDOX/GIS Cloud Migration) budget. The estimated annual revenue costs of up to £90,000 per annum will be met from the ICTS software maintenance budget. The total contract value of £453,000 allows for future revenue work to be awarded, subject to future years' revenue budget approvals.

## **2.16 Legal implications**

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

## **2.18 Equalities implications**

- 2.19 The evaluation of the new 3D mapping will include stakeholders from all accessibility groups including but not limited to hearing impaired, visually impaired and non-English speakers as per the equalities highlighted in the report.
- 2.20 Equalities considerations have been considered for each of the areas of work for which the contract relates.

## **2.21 All other implications**

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

## **2.23 Recommendation**

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

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

#### **3.1 Delegated Authority to Award a Contract – Student Management System**

<b>Ref no: CWC21105</b>	
Council Plan aim	Well skilled people working in an inclusive economy
Originating service	Digital and IT
Accountable officer	Jaideep Ghai, Head of Digital and IT (01902) 553496
Leadership Team approval	22 October 2021
Accountable Lead Cabinet Member	Cllr Obaida Ahmed, Cabinet Member for Digital City (01902) 551218
Date Lead Cabinet Member briefed	29 October 2021
Procurement advisor	Peter Holmes, Procurement Manager (01902) 556175

#### **3.2 Background**

- 3.3 CWC's education service currently use the One System provided by Capita Business Services, as a case management solution for managing and recording children's educational requirements. The One System also supports the school admissions, place allocation service, attendance information, governor training, free school meals administration and school transport arrangements. The One System is also the case management system for the SEN (Special Educational Needs) team.
- 3.4 CWC's Digital and IT team have completed an internal review of the One System and based on the findings a decision has been made to continue working with Capita.
- 3.5 The existing contract with Capita is a long-standing agreement which provides a vital service to CWC and schools.

Proposed Contract Award	
Contract duration	Three years plus an additional one-year extension (3+1)
Contract Commencement date	1 April 2022
Annual value	£195,000
Total value	£780,000

### 3.6 Procurement Process

3.7 The intended procurement procedure will be a framework direct award in accordance with Public Contract Regulations 2015, the evaluation scoring balance will 90% price and 10% quality. Any amendments to the procurement procedure will be reported in a Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

3.8 The evaluation team will comprise:

Name	Job Title
Paul Danks	Applications Manager
Simon Finch	ONE System Manager

### 3.9 Evaluation of alternative options

3.10 The alternative options considered were:

- Do nothing, limited support would have continued but the contract is non-compliant, and the suppliers have the option to withdraw at any time leaving CWC without the ability to comply with a statutory requirement, leaving CWC at risk of fines and legal action.

### 3.11 Reason for decisions

3.12 To ensure the contract is compliant with the Public Contract Regulations 2015 and the CWC's contract procedure rules, it was determined that a direct award via the KCS Framework would be the most appropriate procedure. This will enable the service to prepare for an open procedure and allow sufficient time for the implementation of a new system if this is appropriate.

### **3.13 Financial Implications**

- 3.14 The total contract cost over a four-year period is £780,000 commencing 1 April 2022. The annual cost of £195,000 for each year of the contract will be accommodated within the £745,000 annual revenue budget set aside within ICTS for software-maintenance agreements.

### **3.15 Legal implications**

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

### **3.17 Equalities implications**

- 3.18 A stage one initial equality analysis has been completed. No equality implications were identified, and a full analysis is not required.

### **3.19 All other implications**

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

### **3.21 Recommendation**

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

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

#### 4.1 Delegated Authority to Award a Contract - Procurement and Contract Management Solution

Ref no: CWC20109	
Council Plan aim	Our Technology
Originating service	Procurement
Accountable officer	John Thompson, Head of Procurement (01902) 554503
Leadership Team approval	26 January 2022
Accountable Lead Cabinet Member	Cllr Ian Brookfield, Leader of the Council (01902) 550352
Date Lead Cabinet Member briefed	8 February 2022
Procurement advisor	Jose Vitoria, Procurement Manager (01902) 554715

#### 4.2 Background

4.3 The Council has recognised that improvements can be made to contract management. A working group has been established with Heads of Service representatives from across CWC to lead on a programme of improvements. The group developed a questionnaire and issued it to staff to ascertain current contract management practices in CWC, as well as to identify if training would be beneficial. On the back of this work a new contract management framework and training programme have been developed.

4.4 The second stage of the programme is to provide a comprehensive e-procurement and contract management system that will support enhanced contract management.

Proposed Contract Award	
Contract duration	Five years with two, two year extensions and a final one year extension (5+2+2+1)
Contract Commencement date	1 July 2022

Annual value	Implementation costs of £34,000 and recurring costs of £62,000
Total value	£654,000

#### 4.5 Procurement Process

4.6 The intended procurement procedure will be an open tender in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 30% Quality and 70% Price. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

4.7 The evaluation team will comprise:

Name	Job Title
John Thompson	Head of Procurement
Parvinder Uppal	Head of Commercial
Steve Haycox	Procurement Analyst
Mike Newill	Solution Architect
Mike Allen	Digital Solutions & Development Manager
Liane Taylor	Senior Analyst

#### 4.8 Evaluation of alternative options

4.9 Developing a new system internally would be technically challenging and resource intensive. The system would need to integrate into a number of Government systems such as Find a Tender Service, Contracts Finder and meet a number of open standards coming in the new Procurement Bill expected sometime in 2022.

4.10 Alternatively the Council could decide not to utilise a system, although this is possible, the Council could breach Public Contract Regulations 2015. The only way this could be achieved is to utilise emails for all Procurement activity, this would create a huge administrative burden on not only the Council but also suppliers bidding for work. This would also mean the audit trail for Procurement processes will be lost.

#### 4.11 Reason for decisions

4.12 Procurement of a new “cradle to grave” Procurement & Contract Management Solution which will provide efficiencies to the Council while expanding visibility of management

information. This process will also ensure compliance with Public Contract Regulations 2015 and the upcoming Procurement Bill.

#### **4.13 Financial Implications**

- 4.14 The Cabinet Performance and Budget Monitoring report on 28 July 2021 approved funding from the Transformation reserve to fund the one-off implementation costs totalling £225,000. In addition, the Final Budget 2022-2023 and Medium Term Financial Strategy 2022-2023 to 2025-2026 report being presented to Cabinet on 23 February 2022 and Full Council on 2 March 2022 for approval builds in growth of £136,000 to support the recurrent costs. In the event that this growth is not approved, efficiencies will need to be identified from across other services to fund these costs.

#### **4.15 Legal implications**

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

#### **4.17 Equalities implications**

- 4.18 Although no direct equality implications have been identified for the system, Procurement and Commercial are working with the Council EDI team to develop a framework for Procurement activity called "Value for Money in A Diverse City" and also a checklist to be utilised in the contract management process. The system will also enable the Council to monitor performance in relation to equalities.

#### **4.19 All other implications**

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

#### **4.21 Recommendation**

- 4.22 Cabinet (Resources) Panel is recommended to delegate authority to the Leader of the Council, in consultation with the Director of Finance, to approve the award of a contract for a Procurement and Contract Management Solution when the evaluation process is complete.

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

**5.1 Delegated Authority to Award a Contract – Bars and VIP Area Provision at Creation Day Festival**

Ref no: CWC22008	
Council Plan aim	Well skilled people working in an inclusive economy More good jobs and investment in our city A vibrant, green city we can all be proud of
Originating service	City Events
Accountable officer	Crissie Rushton, Visitor Economy Manager (01902) 552050
Leadership Team approval	Communications Leadership Team 27 January 2022
Accountable Lead Cabinet Member	Cllr Steve Evans, Cabinet Member for City Environment and Climate Change (01902) 550352
Date Lead Cabinet Member briefed	28 January 2022
Procurement advisor	Karen Boden, Procurement Manager (01902) 555136

**5.2 Background**

5.3 Creation Day Festival is a two-day music festival in West Park on Saturday 28 May and Sunday 29 May 2022. This is a council run event and is being organised by the City Events Team. The capacity of the event is 12,500 persons per day meaning the event will need a well-established festival bar provider. This contract is for the provision of the main bars in the public areas as well as running the VIP area bar which boasts a more premium offer and experience. The successful provider will need to be able to provide the full setup, staffing, products, electronic point of sale (EPOS), and management of all the bars onsite at the event.

5.4 This tender will mean CWC will be gaining income from the chosen supplier rather than incurring expenditure.



Proposed Contract Award	
Contract duration	Four years (1+3)
Contract Commencement date	1 May 2022
Annual value	£250,000
Total value	£1 million

## 5.5 Procurement Process

5.6 The intended procurement procedure will be an open above threshold procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 50% price and 50% quality. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

5.7 The evaluation team will comprise:

Name	Job Title
Bethany Hazlehurst	Events Co-ordinator
Nicole Styles	Event Co-ordinator
Shelley Smith	Communications Manager

## 5.8 Evaluation of alternative options

5.9 Without a professional bar service customer complaints would be high and would cause reputational damage to the event. CWC does not hold this specialist equipment and knowledge internally for the scale that this needs to be delivered.

## 5.10 Reason for decisions

5.11 The bar supplier will be required to deliver a professional festival experience and generate income for the overall event.

## 5.12 Financial implications

5.13 This contract will be gaining income based on a revenue share percentage from the chosen supplier rather than incurring any expenditure. The anticipated income from this

contract will contribute towards the expenditure incurred to deliver the event. If successful this could continue for up to a further 3 years of annual Creation Day Events. It should be further noted that if for any reason the event or part of the event was cancelled the Council shall not be liable to pay the supplier for any costs incurred. The value of the contract stated within this report, represents the possible value to the supplier, not anticipated cost to the Council.

#### **5.14 Legal implications**

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

#### **5.16 Equalities implications**

- 5.17 Any chosen provider must be able to provide the following accessible requirements for disabled customers at the event:
- Provide large print versions of menus and pricelists.
  - Have lowered sections at kiosks if possible, no higher than 850mm with a recess under the counter. If this is not possible, have a process in place where employees can go out to customers to take orders.
  - All queuing lanes are an adequate width (minimum 1.2 metres wide).
  - Step free access across the whole site. Everything needs to be level and ramped at a minimum of 1:2 gradient.
  - Have fast track lanes where needed. (Main Bars)
  - Access into the VIP area needs to be considered.
  - All disabled access routes need to be clearly signposted using the universal wheelchair symbol.
  - Bars need to have a lowered section available and clearly labelled with a wheelchair symbol above the bar.

#### **5.18 All other implications**

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

#### **5.20 Recommendation**

5.21 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Environment and Climate Change, in consultation with the Director of Communications and External Relations, to approve the award of a contract for Bars and VIP Area Provision at Creation Day Festival 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 – Provision of Electrical Repairs and Maintenance**

<b>Ref no: CWC21183</b>	
Council Plan aim	More good jobs and investment in our city
Originating service	City Assets
Accountable officer	Richard E Jones, Maintenance Programme Manager
Leadership Team approval	26 January 2022
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, City Assets and Housing
Date Lead Cabinet Member briefed	2 February 2022
Procurement advisor	Jose Vitoria, Procurement Manager (01902) 554715

**6.2 Background**

6.3 CWC has a statutory responsibility to ensure that the buildings it occupies and deliver services from are inspected, tested and regularly maintained in accordance with relevant legislation to reduce the risk of harm to employees and the public. It is the responsibility of the Projects and Works Maintenance Team to ensure that the buildings are fully compliant with all the required work completed in a safe timely manner.

6.4 CWC requires a suitably qualified and resourced contractor to provide an Electrical Repairs and Maintenance Service to locations of CWC's estate portfolio.

<b>Proposed Contract Award</b>	
Contract duration	Seven Years (5+2)
Contract Commencement date	1 November 2022
Annual value	£1.9 million
Total value	£13.3 million

## 6.5 Procurement Process

6.6 The intended procurement procedure will be an Open Procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 30% Price, 65% Quality and 5% Social Value. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

6.7 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Richard E Jones	Maintenance Programme Manager	
John Sherrard	Senior Maintenance Engineer	
Mark Sennett	Commercial Consultant	Sigma Surveying

## 6.8 Evaluation of alternative options

6.9 The first option would be to do nothing. This would lead to CWC in November 2022 being in a non-compliant position and therefore importing unnecessary risks and hazards to employees and members of the public.

6.10 The second option would be to bring this service in house. Bringing in house a service of this nature would have heavy resource implications and liabilities to the Council including financial, plant and labour including but not limited to the requirement for continuous training and development implications.

6.11 The final option would be to continue to outsource this service to an experienced specialist supplier by conducting an open market competitive tender to establish a bespoke contract with a specialist contractor for a fixed period of time.

## 6.12 Reason for decisions

6.13 CWC has a statutory responsibility to ensure that the buildings are maintained and repaired in accordance with a regular planned programme and can respond to deliver reactive repairs as they arise.

6.14 To achieve this, CWC has chosen to conduct an open market competitive tender procedure which will explore the current prevailing market conditions and which will promote a value for money approach and hopefully encourage a wide array of

contractors both locally within Wolverhampton and other to submit compliant tenders for due consideration.

#### **6.15 Financial Implications**

- 6.16 This contract will be funded from existing approved City Assets Repairs and Maintenance revenue budgets and Corporate Asset Management capital and revenue budgets. The maximum annual contract value of £1.9 million for each of the seven years allows for additional works to be awarded, subject to future budget approvals, as required.

#### **6.17 Legal implications**

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

#### **6.19 Equalities implications**

- 6.20 An initial equality analysis has been completed and in-depth discussions have taken place with the Equality, Diversity and Inclusion team.
- 6.21 The team will make a proportionate effort to ensure consultation is representative of relevant protected characteristics throughout the tender process and where this is not possible through general consultation, additional specific engagement may be employed with the necessary representative groups.

#### **6.22 All other implications**

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

#### **6.24 Recommendation**

- 6.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Provision of Electrical Repairs and Maintenance when the open tender evaluation process is complete.

**7.0 Councillor Bhupinder Gakhal, Cabinet Member for City Assets and Housing**

**7.1 Delegated Authority to Award a Contract – Provision of Mechanical Repairs and Maintenance**

<b>Ref no: CWC21184</b>	
Council Plan aim	More good jobs and investment in our city
Originating service	City Assets
Accountable officer	Richard E Jones, Maintenance Programme Manager
Leadership Team approval	26 January 2022
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, City Assets and Housing
Date Lead Cabinet Member briefed	2 February 2022
Procurement advisor	Jose Vitoria, Procurement Manager (01902) 554715

**7.2 Background**

7.3 CWC has a statutory responsibility to ensure that the buildings it occupies and deliver services from are inspected, tested and regularly maintained in accordance with relevant legislation to reduce the risk of harm to employees and the public. It is the responsibility of the Projects & Works Maintenance Team to ensure that the buildings are fully compliant with all the required work completed in a safe timely manner.

7.4 The Council requires a suitably qualified and resourced contractor to provide a Mechanical Repairs and Maintenance Service to locations of CWC's estate portfolio.

<b>Proposed Contract Award</b>	
Contract duration	Seven Years (5+2)
Contract Commencement date	1 November 2022
Annual value	£1.8 million
Total value	£12.6 million

## 7.5 Procurement Process

7.6 The intended procurement procedure will be an Open Procedure in accordance with Public Contract Regulations 2015, the evaluation scoring balance will be 30% Price, 65% Quality and 5% Social Value. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.

7.7 The evaluation team will comprise:

Name	Job Title	Organisation (if not WCC)
Richard E Jones	Maintenance Programme Manager	
Stuart Woodward	Senior Maintenance Engineer (Mechanical)	
Ian Thomas	Senior Maintenance Engineer (Mechanical)	
Balbinder Meetca	Senior Maintenance Engineer (Mechanical)	
Mark Sennett	Commercial Consultant	Sigma Surveying

## 7.8 Evaluation of alternative options

7.9 The first option would be to do nothing. This would lead to CWC in November 2022 being in a non-compliant position and therefore importing unnecessary risks and hazards to employees and members of the public.

7.10 The second option would be to bring this service in house. Bringing in house a service of this nature would have heavy resource implications and liabilities to CWC including financial, plant and labour including but not limited to the requirement for continuous training and development implications.

7.11 The final option would be to continue to outsource this service to an experienced specialist supplier by conducting an open market competitive tender to establish a bespoke contract with a specialist contractor for a fixed period of time.

## 7.12 Reason for decisions

7.13 CWC has a statutory responsibility to ensure that the buildings are maintained and repaired in accordance with a regular planned programme and can respond to deliver reactive repairs as they arise.

- 7.14 To achieve this, CWC has chosen to conduct an open market competitive tender procedure which will explore the current prevailing market conditions and which will promote a value for money approach and hopefully encourage a wide array of contractors both locally within Wolverhampton and other to submit compliant tenders for due consideration.

**7.15 Financial implications**

- 7.16 This contract will be funded from existing approved City Assets Repairs and Maintenance revenue budgets and Corporate Asset Management capital and revenue budgets. The maximum annual contract value of £1.8 million for each of the seven years allows for additional works to be awarded, subject to future budget approvals, as required.

**7.17 Legal implications**

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

**7.19 Equalities implications**

- 7.20 An initial equality analysis has been completed and in-depth discussions have taken place with the Equality, Diversity and Inclusion team.
- 7.21 The team will make a proportionate effort to ensure consultation is representative of relevant protected characteristics throughout the tender process and where this is not possible through general consultation, additional specific engagement may be employed with the necessary representative groups.

**7.22 All other implications**

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

**7.24 Recommendation**

- 7.25 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for City Assets and Housing, in consultation with the Deputy Chief Executive, to approve the award of a contract for Provision of Mechanical Repairs and Maintenance when the open tender evaluation process is complete.



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

### **8.1 Delegated Authority to Award a Contract – Key Workers for the Power2 Team**

<b>Ref no: CWC21158</b>	
Council Plan aim	Children and young people get the best possible start in life Well skilled people working in an inclusive economy
Originating service	Specialist Support Service
Accountable officer	Veronica Grantham, Commissioning Officer (01902) 555494
Leadership Team approval	13 January 2022
Accountable Lead Cabinet Member	Cllr Beverley Momenabadi, Cabinet Member for Children and Young People
Date Lead Cabinet Member briefed	1 February 2022
Procurement advisor	Adebimpe Winjobi, Procurement Manager

## **8.2 Background**

- 8.3 The Power2 team has been operational since December 2019, supporting young people aged 11-17 on the edge of care and at risk of exploitation. In April 2020, the Power2 team expanded to support vulnerable adults up to the age of 25.
- 8.4 CWC currently commissions five key workers from the third sector to support young people aged 11 to 17 years: 2 from Barnardo's, 1 from Gazebo and 2 from St Giles Trust. These contracts will terminate on 31 May 2022.
- 8.5 In September 2021, a comprehensive evaluation report was produced detailing the positive impact of the team. Improved outcomes for vulnerable young people and vulnerable young adults were evidenced in a range of areas including a reduction in those not engaged in education, employment or training (NEET); reduction in school exclusions and improved attendance; reduction in involvement in high risk-taking behaviours such as exploitation; improvement in family relationships and reduction of young people going into care; reduction of criminal activity; and increased stability in mental health. The evaluation of Power2 provides a clear business case for the continuation of the team.

Proposed Contract Award	
Contract duration	Four years (3+1)
Contract Commencement date	1 June 2022
Annual value	£242,000
Total value	£968,000

## 8.6 Procurement Process

- 8.7 The intended procurement procedure will be an Open procedure, in accordance with Public Contract Regulations 2015. The evaluation scoring balance will be 70% quality, 30% price. Any amendments to the procurement procedure will be reported in an Individual Executive Decision Notice (IEDN) to the relevant Cabinet Member in consultation with the relevant Director in accordance with the delegation within this report.
- 8.8 The evaluation team will comprise representation from the operational teams, children's Commissioning, and Public Health as detailed below.

Name	Job Title
Rachel King	Head of Specialist Support
Hannah Bates	Power2 Team Manager
Veronica Grantham	Commissioning Officer
Bal Kaur	Consultant in Public Health

## 8.9 Evaluation of alternative options

- 8.10 As discussed in the Future funding for the Power2 Team CRP Report, the alternative options are detailed below.

Option Number	Outline of Option	Impact
Option 1	Cease funding for the Power2 team	A number of vulnerable young people, young adults and families without a service.

Option Number	Outline of Option	Impact
		<p>Increase of risk taking behaviour by young people and reduced family support, leading to increased demand on a range of health, education, social care and other services</p> <p>Increased demand on social workers which may lead to lower risk cases getting less attention and in turn, risks increasing in these cases</p>
Option 2	Continue funding for parts of the service i.e., 11-17 year olds	<p>Young people and families would still have access to a targeted multi-disciplinary specialist team which would provide stability, individual and family support</p> <p>Continued support for CYP Social Workers carrying complex caseloads</p> <p>Potential increase in demand on adult social care and other police/health services due to lack of co-ordinated, targeted, multi-disciplinary support</p> <p>Increased risk and cost to other services from lack of specialist intervention for those young adults who would otherwise not be eligible for a service.</p>
Option 3	Continue funding the service for 11-25 years	<p>Continued targeted, specialist multi-disciplinary service to CYP, families and young adults reducing their risks, improving life chances and continued reduced demand on other police, social care and health services.</p> <p>Continuation of benefits to young people, families and young adults' emotional wellbeing, access to education employment and training, and stability.</p> <p>Continuation of access to services such as Speech and Language which would otherwise have significant waiting times.</p>

Option Number	Outline of Option	Impact
Option 4	Continue funding for the team to support 11-25-year olds with a revised team structure	<p>Continued targeted, specialist multi-disciplinary service to CYP, families and young adults reducing their risks, improving life chances and continued reduced demand on other police, social care and health services.</p> <p>Cost savings to the local authority, police, health, social care and partner agencies.</p> <p>Reduction in risk for CYP, families and young adults.</p> <p>Access to therapeutic services which CYP, families and young adults would otherwise have to wait a long time for.</p> <p>Increased ability to meet the demand for MH support.</p> <p>Reduced demand on social care teams as well as some partner agencies.</p> <p>Reduced service capacity and the need to prioritise referrals leading to longer waiting times for receipt of a service from Power2 for CYP, families and young adults.</p>

8.11 The recommended option is option 4. To implement this, there will be a requirement to re-commission the Power2 keyworker support from the third sector. This will be a three-year initial contract term, with an option of a one year extension.

#### 8.12 Reasons for decision(s)

8.13 This option will allow for the continuation of a specialist, multi-disciplinary team to support young people aged 11 to 25 years. There is a wealth of information to evidence the positive impact the team has had to date and the wider associated costs that have been avoided. Option 4 proposes the re-commissioning of the third sector keyworker support.

8.14 There is support from Public Health and the Clinical Commissioning Group (CCG) to continue the team with a view to longer term including the support for Power2 within future commissioning intentions and relevant commissioned contracts.

- 8.15 The ongoing funding of the Power2 team will enable a continued response to key national priorities around supporting vulnerable adolescents experiencing extra-familial harm and supporting the transition to adulthood. The work of this team has been recognised nationally as innovative and an area of good practice.
- 8.16 The proposed new structure in option 4 will slightly reduce the annual cost of the Power2 Team whilst not impacting negatively on service delivery.

#### **8.17 Financial implications**

- 8.18 The current annual value of the Keyworkers for the Power2 Team contract is £175,000. This covers a total of five keyworkers from the third sector supporting young people aged 11 to 17 years.
- 8.19 To implement option 4 in the Future funding for the Power2 Team Cabinet (Resources) Panel (CRP) Report, a total of six keyworkers will be commissioned from the third sector to support young people and young adults aged 11 to 25 years. The proposed annual value of the new Keyworkers for the Power2 Team contract is £242,000.
- 8.20 In 2022-2023, £300,000 of the costs will be funded from the Public Health reserve. In addition to this the Black Country CCG have agreed to contribute £75,000 in 2022-2023. With the remainder being accommodated within the overall Final Budget 2022-2023 and Medium Term Financial Strategy 2022-2023 to 2025-2026 report being presented to Cabinet on 23 February 2022 and Full Council on 2 March 2022..
- 8.21 As detailed in Future funding for the Power2 Team CRP Report, the cost benefit analysis conducted by the service indicated that the Power 2 project results in substantial cost avoidance across the local Public Services system.

#### **8.22 Legal implications**

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

#### **8.24 Equalities implications**

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

## **8.27 All other implications**

8.28 Giving children and young people the best possible start in life is one of the City of Wolverhampton Council's key priorities.

8.29 Providers will comply with all government guidelines relevant to Covid.

## **8.30 Schedule of background papers**

8.31 Cabinet (Resources) Panel – 19 January 2022 – Future funding for the Power2 Team

## **8.32 Recommendation**

8.33 Cabinet (Resources) Panel is recommended to delegate authority to the Cabinet Member for Children and Young People, in consultation with the Executive Director of Families, to approve the award of a contract for Key Workers for the Power2 team when the evaluation process is complete.

## **9.0 Public Health Covid19 Contract Awards**

9.1 Following on from a discussion with Public Health (PH) it has become apparent that the Council requires delegations to be in place to expediate award of contracts, specifically around the PH Covid-19 response.

9.2 Up until now the Council have managed mainly with exemptions however this does have limitations due to the delegations available to the Head of Procurement and Director of Finance under Contract Procedure Rules. It has also been necessary to utilise the special urgent decision process at times.

9.3 The delegations recommended will alleviate pressures to award contracts for the Council response relating to Covid-19 and ensure they are expedited in a timely manner. Consideration will be given at all times to compliance with Public Contract Regulations 2015 and Contract Procedure Rules, and appropriate budget approval.

9.4 It is therefore proposed that Cabinet (Resources) Panel delegate authority to the Leader of the Council in consultation with the Director of Finance and Chief Operating Officer to award contracts up to £1 million to be utilised by Public Health relating to the Council Covid response.

## **10.0 Evaluation of alternative options**

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

## **11.0 Reasons for decision**

11.1 The reason for the recommendations are included within the relevant section of the report.

## **12.0 Financial implications**

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

## **13.0 Legal implications**

13.1 All legal implications are included within the relevant section of the report.  
[SZ/090202022/P]

## **14.0 Equalities implications**

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

## **15.0 All other implications**

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

## **16.0 Schedule of background papers**

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