

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.