

Report title	Procurement – Award of Contracts for Works, Goods and Services	
Decision designation	AMBER	
Cabinet member with lead responsibility	Councillor Ian Brookfield Leader of the Council	
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 City Assets and Housing, in consultation with the Director of City Housing and Environment to approve the award of a contract for Independent Tenant and Homes Advisor following the completion of a procurement process.

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

1.1 Delegated Authority to Award a Contract – Independent Tenant and Homes Advisor

Ref no:	CWC21050
Council Plan aim	Better homes for all
Originating service	City Assets & Housing
Accountable officer	Raj Mal, Housing Development Project Manager (01902) 554834
Leadership Team approval	25 May 2021
Accountable Lead Cabinet Member	Cllr Bhupinder Gakhal, Cabinet Member for City Assets and Housing
Date Lead Cabinet Member briefed	2 June 2021
Procurement advisor	Alison Porter, Procurement Manager (01902) 555065

1.2 Background

- 1.3 The City of Wolverhampton Council (CWC) and New Park Village Tenant Management Co-Operative (NPV TMC) will be working with the residents to strengthen the resident engagement arrangements for the redevelopment of Ellerton Walk, New Park Village Wolverhampton.
- 1.4 To help with the consultation and the regeneration programme it is proposed that an Independent Tenant and Home Advisor is appointed to help communicate and input on proposals and develop this to help inform tenant's charter.
- 1.5 The appointed advisor will be expected to work to the brief put into place jointly by NPV TMC and CWC. It is important the objectives are achieved, to ensure the smooth delivery of the project.
- 1.6 The independent Tenant and Home Advisor will be providing advice and produce relevant documents to tenants and residents specifically on the following areas:
- Communicating and explaining how Decanting and Estate Remodelling will work on the New Park Village Redevelopment Programme

- Development of a Resident's Charter
- Consultation and Partnership Working
- Governance
- Facilitating Change on the Estate
- Transparency, accountability and financial oversight
- Project Management: Site Assembly, Planning, Compulsory Purchase Orders, Architect & Design principles
- Training

Proposed Contract Award	
Contract duration	Three years
Contract Commencement date	1 July 2021
Total value	£300,000

1.7 Procurement Process

1.8 The intended procurement procedure will be an open procedure in accordance with Public Contract Regulations 2015. The evaluation criteria will be identified in the tender documents and determined by the Head of Procurement in consultation with relevant stakeholders. Any amendments to the procurement procedure will be reported in the IEDN to the relevant Cabinet Member in consultation with the relevant Director of service with delegation within this report.

1.9 The evaluation team will comprise;

Name	Job Title	Organisation
Raj Mal	Housing Development Project Manager	CWC
Melissa Green	Client Relationship Manager – Housing Managing Agents	CWC
Karen Rogers	Chief Officer	New Park Village TMC Aimi
Aimi Mcken	Committee Member	New Park Village

1.10 Evaluation of alternative options

1.11 In order to maintain independence as service provider would need to be engaged, failure to provide would mean opportunities would be missed when engaging with residents around the regeneration process.

1.12 Reason for decisions

- 1.13 Delegation is requested to ensure the contract can be awarded in good time, once the evaluation process is complete.

1.14 Financial implications

- 1.15 The cost of the Independent Tenant and Home Advisor (ITHA) will be met by the Housing Revenue Account (HRA) budget identified for the New Park Village Redevelopment Programme. £2.1 million has been approved for the initial pre-construction stage of the development.
[RP/26052021/Z]

1.16 Legal implications

- 1.17 The Procurement Procedure will be conducted in accordance with the Council's Contract Procedure Rules and the Public Contract Regulations 2015.
[SZ/25052021/P]

1.18 Equalities implications

- 1.19 An equalities impact assessment has been completed in conjunction with the equalities team.
- 1.20 The appointment of an ITHA as part of the regeneration proposals for the estate will ensure that the residents who reside on the estate are not adversely affected by the redevelopment proposals. This appointment will ensure that their voice is heard by an independently appointed body who will be able to communicate these matters on their behalf.

1.21 All other implications

- 1.22 There are no other implications arising from the recommendation of this report.

1.23 Schedule of background papers

- 1.24 Cabinet (Resources Panel) 17 February 2021 – [New Park Village Redevelopment Programme](#)