

<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 Obaida Ahmed Resources and Digital City	
<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	Head of Procurement
	Tel	01902 554503
	Email	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 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**

<b>Corporate Asset Management Fund Crown Street Recycle Waste Site</b>		<b>2023-2024 £000</b>
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
<b>Total</b>		<b>650</b>

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	CLr 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.

<b>Proposed Contract Award</b>	
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.