

# Agenda

## Smethwick Town Deal Board

**Tuesday, 28 February 2023 at 3.00 pm**  
**This meeting is held online.**

**This agenda gives notice of items to be considered in private as required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.**

**1 Welcome and Opening Remarks**

The Chair will welcome attendees to the meeting and make opening remarks.

**2 Apologies**

To receive any apologies for absence.

**3 Minutes and Action Log**

7 - 14

To confirm the minutes of the meeting held on 24 November 2022 as a correct record.

**4 Declarations of Interests**

To receive any declarations of interest from board members relating to any item on the agenda.

**5 Governance Arrangements**

To provide verbal update on young person



representation on the Board

6      **Social Value and Local Spend**      15 - 28

To discuss updates to the Social Value and Local Spend guidance  
(highlighted in green)

7      **Project Reporting**      29 - 96

To receive an update on project progress and monitoring information for the period of October-December 2022

**Project updates from:**  
Midland Metropolitan Learning Campus – Austin Bell

8      **Forward Plans**      97 - 100

To receive update on the forward plans:

- Consultation Plan
- Press Release/Publicity
- Site Visits

9      **Any Other Business**

10     **Closing Remarks**

**Shokat Lal**  
**Chief Executive**

Sandwell Council House  
Freeth Street  
Oldbury  
West Midlands

**Distribution**

A Taylor (Chair)

Cllr J Thompson, A Ali, Cllr A Lewis, Cllr B Piper, Cllr F Shaeen, Cllr K Carmichael, Cllr M Uddin, Cllr P Hughes, Cllr Z Ahmed, D Holden, G Brown, J Singh, J Wood, L Bird, M Wildman, R Flatley, J Spellar MP, S Saudagar, S Shingadia, S Partridge and S Howells.

Contact: [town\\_deal@sandwell.gov.uk](mailto:town_deal@sandwell.gov.uk)

## Information about meetings in Sandwell



If you are attending the meeting and require assistance to access the venue, please contact Democratic Services ([democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk)).



If the fire alarm sounds, please follow the instructions of the officers present and leave the building by the nearest exit.



Only people invited to speak at a meeting may do so. Everyone at the meeting is expected to be respectful and listen to the discussion.



Agendas with reports with exempt information should be treated as private and confidential. It is your responsibility to ensure that any such reports are kept secure. After the meeting confidential papers should be disposed of in a secure way.



This meeting may be recorded and broadcast on the Internet. If this is the case, it will be confirmed at the meeting and further information will be provided.



You are allowed to use devices for the purposes of recording or reporting during the public session of the meeting. When using your devices they must not disrupt the meeting – please ensure they are set to silent.



Members who cannot attend the meeting should submit apologies by contacting Democratic Services ([democratic\\_services@sandwell.gov.uk](mailto:democratic_services@sandwell.gov.uk))



All agenda, reports, minutes for Sandwell Council's meetings, councillor details and more are available from our [website](#)

This page is intentionally left blank

## Smethwick Town Deal Board – 29 November 2022

Item No.	Item Description	Responsible Officer
1.0	<b>Welcome and Opening Remarks</b> The Chair will welcome attendees to the meeting and make opening remarks.	<b>Alan Taylor</b>
1.1	The Chair welcomed board members to the meeting before outlining the agenda items for discussion. Following the appointment of new board members, the chair asked all attendees to introduce themselves.	
2.0	<b>Apologies</b> To receive any apologies for absence.	<b>Alan Taylor</b>
2.1	Apologies were received from the following board members: - <ul style="list-style-type: none"> <li>• Leona Bird – SCVO</li> <li>• Tim Steele - Black Country LEP</li> <li>• Jude Thompson - Vice Chair</li> <li>• Tony McGovern</li> <li>• Simone Hines</li> </ul>	
3.0	<b>Minutes of the last meeting</b> To confirm the minutes of the meeting held on 28 June 2022 as a correct record.	<b>Alan Taylor</b>
3.1	<u>Minutes of the last board</u> Board members agreed minutes of the meeting held on 28 June 2022 were a correct record.	
3.2	<u>Action Log</u> Updates recorded on the attached Action Log.	
4.0	<b>Declarations of Interests</b> To receive any declarations of interest from board members relating to any item on the agenda.	<b>All</b>
4.1	The Chair asked board members to raise any declarations of interests. One declaration was raised: - <ul style="list-style-type: none"> <li>• Councillor Jalal Uddin - Declared an interest as an independent governor for Sandwell College, given their participation with the Midland Met Learning Campus project.</li> </ul>	
4.2	The Chair asked board members to raise any declarations during discussions should they need to.	
5.0	<b>Governance Arrangements</b> To receive the final Town Deal Board Terms of Reference and Board Membership.	<b>Rina Rahim</b>
5.1	The chair summarised the discussion held at the previous board meeting, where board members discussed the Terms of Reference and Board Membership and provided feedback for the Programme Management Office to action. Board members received Items 5a - Terms of Reference and 5b - Smethwick Town Deal Board Membership prior to the meeting.	
5.2	<u>Terms of Reference - Updates</u>	

5.3	<ul style="list-style-type: none"> <li>• 4.2 – Updated process for elected members expressing interest to join the Town Deal Board</li> <li>• 4.3 – Highlighting the Town Lead Member (Councillor Shaeen) is responsible for feedback back into Ward Member meetings</li> <li>• 10.4 – Board Membership would be feedback to Cabinet/ Council to ensure membership aligns with annual appointments</li> <li>• 10.5 - The expectation of board members attending at least 50% of meetings per annum.</li> </ul> <p>A board member raised their concern regarding the absence of decision makers, particularly those from Sandwell Council. Board members were reminded the Town Deal Board is an independent committee, as per DLUHC guidance, and Sandwell Council officers attend in a supporting capacity.</p> <p>Despite this, the Programme Management Office understood the importance for executive officers to attend board meetings. It was agreed at least one Director/ executive officer should be in attendance and this would be reported back to Sandwell Council's Executive Office.</p>	
5.4	<p><b>Action: PMO to feedback concerns regarding the absence of director/ executive officers and ensure at least one executive officer is in attendance at future meetings.</b></p>	PMO
6.0	<p><b>Social Value and Local Spend</b> To discuss the proposed draft definition of Local Spend</p>	Rina Rahim
6.1	<p>At the previous board meeting, a discussion took place around Social Value and Local Spend and how the Towns Fund Programme is incorporating this.</p>	
6.2	<p>The Programme Management Office reviewed Sandwell Council's definition of Local Spend and adapted the definition for the Towns Fund Programme so that board members have a clear understanding on how procurement and social value will be reported.</p>	
6.3	<p>Board members received Item 6a - Draft proposal Social Value and Local Spend V2 prior to the board meeting. The document details guidance for projects on what Local Spend is, how it fits with the Social Value act, how the project leads are expected to support this and the proposal for the Towns Fund Programme. Sandwell Council's Social Value/ Local Spend is reported by West Midlands Combined Authority (WMCA) areas. The report lists all local authority areas included.</p>	
6.4	<p>The proposal put forward for the Towns Fund Programme is to have a tiered priority approach: -</p> <ul style="list-style-type: none"> <li>• Sandwell</li> <li>• Birmingham &amp; Black Country</li> <li>• Other West Midlands Combined Authority Area</li> <li>• National</li> </ul>	
6.5	<p>The report also includes questions project leads should consider when undertaking procurement activities (Annex B) to encourage local spend.</p>	
6.6	<p>The proposal was presented to West Bromwich and Rowley Regis Town Deal Boards, who were both supportive of the approach, however requested to see the rationale should procurement be classified as a 3 or 4 (suppliers from beyond Black Country and beyond were used) and the type of procurement approach undertaken (open tender/ framework). Smethwick Town Deal Board members were asked to provide comments/ raise queries. The discussion included:-</p>	
6.7		



<p>6.8</p> <p>6.9</p> <p>6.10</p> <p>6.11</p> <p>6.12</p> <p>6.13</p> <p>6.14</p>	<p>A comment was made how the proposal and tiered/ prioritised approach is a good step forward, however to ensure the framework is successful, close monitoring is required.</p> <p>A second comment was made regarding the need to monitor projects closely, in particular the need to enforce penalties should targets not be achieved.</p> <p>In response to the second comment, Board Members were reminded contractors who are assigned to Frameworks have already gone through assessment criteria and as a result, new local spend/ social value targets cannot be enforced. Where projects undertake open tenders/ quotes, social value will be incorporated as per project social value plans. However, where they are not met by the contractor, the project lead and social value co-ordinator will investigate and re-negotiate where possible.</p> <p>A suggestion was put forward to review national frameworks and to encourage local suppliers to apply /register on frameworks used by the Council. Board members were informed this is a wider piece of work that would need to be led on by Procurement Services, however the Programme Management Office are helping to organise a 'Meet the Buyers' event in March 2023, where local suppliers/ businesses can attend and view upcoming opportunities for procurement, get support on how they can sign up and submit applications.</p> <p>The Project Management Office confirmed they are working closely with project leads and social value co-ordinator to get involved at an early stage with the contractors to set out the targets which need to be achieved. There is nothing in the contracts to suggest there would be a penalty if these aren't met; members suggested it should be mentioned in the contract.</p> <p>The chair thanked board members for the discussion and suggested there may be value in looking at the local procurement approach across all towns, to ensure there is consistency, for both Sandwell Council led and external partner led projects. The chair emphasised the importance of this as the practicalities for such an approach is common for all three towns.</p> <p><b>Action: Cllr Peter Hughes to feedback comments raised by Board Members to SMBC Procurement Services and to seek input regarding what can/ cannot be done in regard to penalising contractors should social value not be met.</b></p>	<p>Cllr P Hughes</p>
<p>7.0</p> <p>7.1</p> <p>7.2</p> <p>7.3</p>	<p><b>Project Reporting</b> To receive an update on project progress and monitoring information for the period of April - September 2022.</p> <p>Projects are asked to report on a quarterly basis as there is a requirement to report back to government on a 6-monthly basis with the next report being due to be submitted mid-December.</p> <p>Board members received Item 7a - Smethwick Town Deal Board Reporting April - September 2022 prior to the board meeting. This appendix was shared on screen during the meeting and the following was presented: -</p> <p><u>Town Level Reporting:</u></p> <ul style="list-style-type: none"> <li>• A review of funding drawn down from Government to date and the spend profile against this including rationale for both advanced spend and any slippage</li> <li>• Forecasted spend for the remaining 22/23 financial year (October 2022 - March 2023) and the rationale for any slippage</li> </ul>	<p>Rina Rahim</p>

	<ul style="list-style-type: none"> <li>• Key deliverables across all projects that had been achieved in this reporting period and those forecasted for the remaining 22/23 financial year</li> <li>• Confirmation was provided that despite some spend slippage, a Government Deep Dive is not applicable as the slippage is within the 40% threshold as set out in the LUF and Towns Fund Local Authority Assurance Framework issued in September 2022.</li> </ul>	
7.4	<p><u>Project Level Reporting:</u></p> <ul style="list-style-type: none"> <li>• A review of the overall progress including progress status (complete/ on track/ delayed) and RAG Ratings for delivery, spend, risk, resource, outputs and outcomes</li> <li>• Activities undertaken within the reporting period including current challenges and challenges expected in the next 6/12 months</li> <li>• Progress against key milestones</li> <li>• Spend against funding drawn down profile (spend to date and forecasted) including rationale for any slippage</li> <li>• Spend against match funding profile (spend to date and forecasted) including rationale for any slippage</li> <li>• Top 3 project level risks</li> <li>• Resource implications, if applicable</li> <li>• Project specific outputs, outcomes and local measures</li> <li>• Procurement activities including appointed contractor details and local spend considerations</li> </ul>	
7.5	<p>To ensure the Accountable Body and Town Deal Boards receive reporting on a regular basis to monitor project progress, expenditure and risks, it is a requirement set by the Programme Management Office that project leads must submit Monitoring, Evaluation and Claim Returns on a quarterly basis, as a minimum. However, returns to Government are only required on a 6 monthly basis. The first return is due by 16 December 2022.</p>	
7.6	<p>The following discussions were held as a result of the information presented: -</p>	
7.7	<p>A board member requested to see a breakdown of activities against the spend to date for the Midland Met Learning Campus. It was advised the project lead for Midland Met Learning Campus would be invited to attend the next board meeting to go through the project in detail, but in the meantime the PMO will report back to board members.</p>	
7.8	<p>A board member requested further details regarding the change of scope to the Midland Met Learning Campus project. Clarification was provided to board members that no project changes had been made. The amendment noted within the report to board members related to the change of architects used to design the building for the project.</p>	
7.9	<p>A question was raised whether a target was set for local spend for the Ron Davis Centre Expansion project. Board members were informed there were no targets set for local spend for the project, but there are targets set for social value. The social value co-ordinator continues to work with the contractor to extract the information of local suppliers being used.</p>	
7.10	<p>A number of board members expressed their concerns regarding local spend; they felt their suggestions and recommendations raised at previous board meetings have not been taken onboard.</p>	
7.11	<p>A board member notified the board of comments raised by tenants of Smethwick Enterprise Centre regarding insufficient support to relocate. The Programme</p>	

7.12	Management Office confirmed tenants had been given prior notice and the project team are seeking alternative accommodation for tenants in addition to compensation costs.	
7.13	A query was raised if any of the projects had made any changes. The Programme Management Office confirmed the only changes made to projects is the delivery approach for the Grove Lane Regeneration project.	
7.13	<b>Action: PMO to request detailed activities against spend for the Midland Met Learning Campus project and report back to Town Deal Board members.</b>	<b>PMO</b>
7.14	<b>Action: PMO to invite Midland Met Learning Campus project lead to attend the next Town Deal Board meeting.</b>	<b>PMO</b>
<b>8.0</b>	<b>Any Other Business</b>	<b>All</b>
8.1	<u>Regenerating Sandwell Website</u> A new website called 'Regenerating Sandwell' has been developed to promote the proposed, planned and approved 66 pipeline projects totalling £1.8 billion investment. This includes the 16 Towns Fund projects across West Bromwich, Smethwick and Rowley Regis. The website will be updated regularly and members can review project progress updates.	
8.2	<u>Board Meeting Duration</u> A board member suggested the duration of meetings should be extended to two hours. The Chair agreed with this suggestion.	
8.3	<b>Action: PMO to update future meeting appointments to a duration of two hours.</b>	<b>PMO</b>
<b>9.0</b>	<b>Closing Remarks</b>	<b>Alan Taylor</b>
9.1	The Chair thanked board members for their attendance and contributions to the meeting and closed the meeting at 18:01.	

This page is intentionally left blank

## Smethwick Town Deal Board Action Log

### Open Actions

Date	Description	Responsible Officer(s)	Update
29.11.22	PMO to feedback concerns regarding the absence of director/ executive officers and ensure at least one executive officer is in attendance at future meetings.	Rina Rahim/ Emma Parkes	Raised concern to director/executive officers
29.11.22	Cllr Peter Hughes to feedback comments raised by Board Members to SMBC Procurement Services and to seek input regarding what can/ cannot be done in regard to penalising contractors should social value not be met.	Cllr P Hughes	To be discussed as Agenda item
29.11.22	PMO to request detailed activities against spend for the Midland Met Learning Campus project and report back to Town Deal Board members.	Rina Rahim/ Emma Parkes	Response emailed separately. Project update to be provided at Board meeting.
29.11.22	PMO to invite Midland Met Learning Campus project lead to attend the next Town Deal Board meeting.	Emma Parkes	Completed
29.11.22	PMO to update future meeting appointments to a duration of two hours.	Emma Parkes	Completed

### Closed Actions

Date Raised	Date Closed	Description	Responsible Officer(s)	Update
28.06.22	29.11.22	PMO to contact board members to confirm their interest to continue as a board member.	R Rahim/ E Parkes	Complete
28.06.22	29.11.22	Terms of Reference to be updated to include 50% attendance annually is mandatory and would trigger individual board member review.	R Rahim/ E Parkes	Complete
28.06.22	29.11.22	PMO to circulate short survey to capture board member preference on board meeting day/ time.	R Rahim/ E Parkes	Complete

This page is intentionally left blank

## **Towns Fund Social Value Local Spend Proposal**

Draft V3 – January 23

### **INTRODUCTION**

---

The Public Services (Social Value) Act 2012, that came into force in Sandwell 2013, places an obligation upon all councils to consider how they can secure social, economic and environmental benefits from the procurement of public contracts. The purpose of this document is to ensure that projects:

- Achieve best value for money, including social value
- Support all relevant council priorities and policies to include the Corporate Plan and Vision 2030
- Purchases quality goods, services, and works
- Safeguard its reputation from any suggestion of dishonesty or corruption
- incorporate principles of sustainability, efficiency, quality, social value, best value for money and whole life-cycle costing
- comply with the Public Contract Regulations 2015 (PCR) and any future amendments

The Towns Fund Partnership recognises there is significant scope to support activities, approaches and services that help to deliver measurable benefits to local communities' safety, health, prosperity and quality of life. Towns Funds projects will therefore ensure procurement activity will align with Sandwell Councils Contract and Procurement Rules, undertake a Social Value Plan and provide information to support the monitoring of Local Spend and Social Value.

The definition for Local Spend as accepted by the LEP and West Midlands Combined Authority can be found in Appendix A. As the definition of 'local' covers the whole West Midlands Combined Authority Area, the Towns Fund Boards are encouraging projects to consider social value and local spend as per the following priority order:

Priority 1 - Sandwell

Priority 2 – Birmingham and Black Country

Priority 3 – West Midlands Combined Authority Area

### **WHAT IS SOCIAL VALUE?**

---

Social Value is about maximising the wider benefit to be gained through meeting our needs for goods and services in a way that achieves value for money for the life of the contract.

Social value outcomes must be considered at the pre-procurement stage of a tender, they must be relevant and proportional to the contract in question and must continue to observe equal access for suppliers.

The Act does not provide a definition of Social Value itself, so this document will lay out Sandwell Towns Fund Programme definition of Local spend which aligns with SMBC Social Value guidance. For the Towns Fund Programme, Social Value is about maximising the wider benefit to be gained through meeting needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis in terms of generating benefits not only to the Council, but also to Sandwell, its residents and the economy, whilst minimising the damage to the environment.

Implementing Social Value as part of Sandwell's Towns Fund Programme provides scope to make positive changes for the borough as a whole by encouraging the creation of job opportunities for local people, supporting young people into apprenticeships and ensuring that local suppliers (and in particular SME businesses) are represented in the supply chain.

Sandwell Towns Fund Programme will where possible, contribute towards the following key areas:

## **SOCIAL**

- Supporting the reduction of social exclusion, isolation and inequalities
- Generating education, training and employment opportunities for disadvantaged groups excluded from the workplace.
- Designing services which take account of different needs including disadvantaged groups
- Engaging the local voluntary and community sector
- Generating positive health outcomes for local people

## **ECONOMIC**

- Creating employment opportunities for local people
- Creating training and education opportunities for local people
- Supporting local micro, small and medium enterprises by increasing their opportunities to access our direct and indirect spend

## **ENVIRONMENTAL**

- Reducing carbon emissions to help achieve carbon neutrality by 2030 and beyond
- Seeking to reduce air pollution or eliminate where possible
- Contributing to the protection, restoration and enhancement of Sandwell's environment
- Resource efficiency and up to date processes for re-use and recycling
- Encouraging local innovation and skills to help tackle climate change in Sandwell

## **SMBC Procurement Considerations, Social Value and Localism**



SMBC is committed to supporting the local economy by ensuring all tendering opportunities are accessible and tenderer friendly. Where practical and relevant, tenders should also address the following local social benefits, (as part of the supply chain) through the use of tender quality assessments and method statements.

- employment;
- supply chain;
- apprenticeships;

To maximise the opportunities enabled by the Towns Fund Programme, evaluation scores for social value are to be considered on all procurements, where it is possible to do so.

The decisions around weighting and indicators will be made on a case by case basis with a focus on achieving positive outcomes without creating barriers for our suppliers.

The Programme Monitoring Office will be responsible for collating information on procurement activities undertaken by projects within the Towns Fund Programme for reports to the Towns Fund Boards and DLUHC.

## **IMPLEMENTING SOCIAL VALUE IN PROCUREMENT**

---

The following steps should act as a guide for considering Social Value outcomes in a tender:

**Step 1:** Identify Council/organisational strategies and plans relevant to the procurement, align with SMBC Contract Procedure Rules where organisations do not have their own procurement policy. [SMBC Contract Procedure Rules](#)

**Step 2:** Identify relevant Social Value outcomes

**Step 3:** Add evaluation questions to the tender, examples provided at Appendix B

**Step 4:** Define the weighting of those questions and publish as part of tender documentation (minimum 10%)

**Step 5:** Tender evaluation process

**Step 6:** Review and ongoing monitoring of outcomes and benefits

The key deliverables that the project wishes to achieve will be set out in the contract specification or scope of services or works. Inclusion of social value criteria in a tender process will add further economic, environment and social benefits to the service. This is known as 'Additionality' or 'Added Value' and would not have occurred without the inclusion of social value as part of the tender evaluation criteria.

For example, a specification may require a building contractor to be carbon neutral by 2030. If the contractor commits to reaching that requirement by this date this would not be added value. However, if that contractor makes a voluntary commitment to be carbon neutral by 2025, this would be considered added value.

When it has been established that Social Value considerations should apply to a contract, the project lead officer should begin by thinking about the broad strategic themes that apply to it. From here relevant and proportionate outcomes should be identified that the procurement could contribute towards, and these should be embedded in the tender as questions. Examples of such questions are attached as **Annex B**.

For example, under the broad theme of 'promoting local employment' a relevant outcome might be more local people in employment. A practical question relating to this outcome is the number of local employees hired on a contract. In this example the standardised definition of 'local' will need to be used as indicated in **Annex A**.

Flexibility and discretion is needed to be able to consider Social Value in a proportionate and transparent way with a focus on achieving positive outcomes without creating barriers for suppliers. Therefore, all decisions around weighting and indicators should be made on a case by case basis with support from the procurement team.

## **MONITORING AND EVALUATION**

This guidance is applicable to all Towns Fund projects in order to report on the Social Value/Local Spend offer the Towns Fund Programme has been able to deliver.

The PMO, with the support of the Community Benefits Co-ordinator, will support projects in the inclusion of Social Value/Local spend during the procurement stages as well as ongoing monitoring.

Third parties (such as suppliers) will be monitored as part of ongoing contract management by service areas on the delivery of the Social Value commitments that they have made to the project. These commitments will be set out as key performance indicators agreed with the successful contractor/supplier. Any challenges forecast in the delivery of these commitments will initially be subject to discussion between the project and the suppliers to see if there are any measures that can be put in place to aid the realisation of the agreed commitments. It may be necessary in some instances to review the Social Value agreed outcome and amend to a suitable alternative.

Sandwell Towns Fund Partnership will work closely with partners to further build upon our Social Value offer and refine the metrics used to measure outcomes. This is a learning process for all parties and regular review of the Social Value methodology will be undertaken to ensure fit for purpose.

## IN SUMMARY

---

1. Social value is 'Added Value or 'Additionality' that would not have occurred without the inclusion of social value is included as part of the tender evaluation criteria. Model evaluation questions are included in **Appendix B** as guidance.
2. It would usually be the case that social value and local spend will be attributed to a minimum of 10% of the evaluation criteria in a tender process (if applicable). In exceptional circumstances a higher weighting may be used.
3. Where appropriate Social Value outcomes are to be published in the tender documentation, included as contract KPI's and be reviewed as part of the contract management process. SMBC Community Benefits Coordinator (Karen Richards) is available to support projects through this process.
4. Where applicable, Towns Fund projects are requiring to consider the Social Value/Local Spend as per the following priority :  
  
Priority 1 Sandwell,  
Priority 2 Birmingham & Black Country,  
Priority 3 Other West Midlands Combined Authority Areas
5. Projects are required to include details of procurement undertaken as part of quarterly claims process, providing details of contract value, priority area of supplier and the rationale if supplier is not Sandwell/Black Country based.
6. PMO will collate procurement information to present a breakdown of social value/local spend information annually to the Towns Fund Boards.
7. As per DLUHC Assurance Framework, procurement is subject to scrutiny by DLUHC as part of the 6 monthly Monitoring & Evaluation returns and will be selected on a random sampling basis.
8. All projects to refer to [SMBC Social Value Act Guidance](#) and Local Spend definition (Annex A)

## **ANNEX A - SUPPORTING LOCAL SUPPLIERS** ([Local supplier definition](#))

At Sandwell we are committed to supporting local suppliers wherever possible whilst retaining the Value for Money/Return On Investment approach.

To drive more spend locally, we have made the inclusion of Sandwell of WMCAA suppliers a requirement for all procurement whenever possible.

Below you will find an interpretation of what a local supplier is and the Councils/LEP that make up the WMCAA.

### **What is a Local Supplier?**

A supplier is considered "Local" where the organisation's operations are carried out within Sandwell or the WMCAA. This can be local suppliers or national employers with workers in the region.

The following Councils make up the West Midlands Combined Authority Area (WMCAA): -

- Sandwell Metropolitan Borough Council
- Birmingham City Council
- City of Wolverhampton Council
- Dudley Metropolitan Borough Council
- Walsall Council
- Coventry City Council
- Solihull Metropolitan Borough Council
- Cannock Chase District Council
- North Warwickshire Borough Council
- Nuneaton and Bedworth Borough Council
- Redditch Borough Council
- Rugby Borough Council
- Shropshire Council
- Stratford-on-Avon District Council
- Tamworth Borough Council
- Telford and Wrekin Council
- Warwickshire County Council

Where applicable, Towns Fund Projects are required to consider Social Value/local spend in priority order as highlighted below. The PMO will collate procurement activity undertaken by projects and provide a breakdown of spend within the following priorities for each town:

Priority 1: Sandwell

Priority 2: Birmingham & Black Country

Priority 3: Other West Midlands Combined Authority Area

Please note SMBC Projects are responsible for following Contract Procedure Rules, key sections as follows:

1. Make use of existing Council contracts and internal suppliers where available.
2. Where bids are evaluated on price and quality, the quality element of the Award Criteria must not exceed 40%, Social Value should account for 5%-30% of this as per Public Services (Social Value) Act Guidance Document (unless the requirement has been included within the specification).
3. Undertake procurement activity for all requirements below £100,000.
4. Where an internal service can provide the goods or service, this must be used in the first instance.
5. Where the Council has corporately procured a contract or framework agreement, these contracts should be used as the Council will be obtaining value for money by procuring corporately. The requirements of these rules will have been addressed, value for money ensured, and standard terms and conditions used.
6. Subject to any pre-existing exclusivity arrangements which oblige the Council to use a pre-existing contract, where the appropriate Chief Officer (in consultation with the Head of Procurement) considers that there are specific advantages to be obtained by negotiating a separate contract for corporately procured goods or services, then written approval must be sought from the Head of Procurement and retained on the appropriate contract file.
7. Failure to use existing corporately procured contracts where available can be viewed as a disciplinary offence unless approval is given as per paragraph 6 above.
8. Where there are no internal suppliers or existing contracts in place, officers must follow the procedures set out in the Contract Procedure Rules to identify external suppliers.

#### Advertising Procurement Thresholds

Estimated value of goods, services, or works (Including Aggregation)	Minimum number of bid/s required	Method of obtaining bids	Responsibility for obtaining bids	Written Records required
£0-£500	No bids required	n/a	n/a	Evidence of payment

<p>£500-£10,000 To be treated as a one-off non-recurring requirement</p>	<p>At least One quotation using a Sandwell supplier or if not available, a supplier from the West Midlands Combined Authority Area wherever possible.</p>	<p>All spend over £500 must be procured using the In-Tend portal. The Purchasing Card may be used in line with the Purchasing Card policy.</p>	<p>Project Leads/ purchaser must ensure value for money is being obtained</p>	<p>In-Tend online record, Invitation to Quote, specification documents, quotations, and communications from suppliers</p>
<p>£10,000-£100,000</p>	<p>Three quotations to be obtained with at least one supplier from Sandwell or if not available, a supplier from the West Midlands Combined Authority Area</p>	<p>All spend over £500 must be procured using the In-Tend portal. Spend over £25,000 to be published on Contracts Finder Specification and selection/award criteria to be included in the invitation to quote (Rule 11)</p>	<p>Project Lead/ purchaser must ensure value for money is being obtained (excluding Social Care and Public Health Requirements)</p>	<p>In-Tend online record, Invitation to Quote, specification documents, quotations, and communications from suppliers</p>
<p>£100,001 and above</p>	<p>Three tenders to be obtained in all instances. At least one bid should be from a Sandwell Supplier or if not available, the West Midlands Combined Authority Area</p>	<p>All spend over £500 must be procured using the In-Tend portal. Spend over £25,000 to be published on Contracts Finder and FTS when applicable Specification and selection/award criteria to be included in the invitation to quote (Rule 11)</p>	<p>Procurement Officer</p>	<p>In-Tend online record, Invitation to Tender, tender schedules, bids and communications from suppliers Estimated value of goods, services, or works (Including Aggregation) Minimum number of bid/s required Method of obtaining bids Responsibility for obtaining bids Written Records required</p>

## ANNEX B

Outcomes	Social Value Indicator	Suggested questions to be included in specification	Indicator
<p>6 3</p> <p>Creating more jobs with specific focus on hard-to-reach groups) and improving existing jobs</p>	<p><b>Creating Jobs for Hard-to-Reach Groups</b>            Direct jobs created across hard-to-reach groups (persons with physical and learning disabilities, the homeless, NEETs, long-term unemployed, over 55s with a pre-existing health condition, ex-offenders, veterans, care leavers)</p>	1) How many jobs has your organisation created in the last year for long-term unemployed people? 2) How many jobs will you create, as part of the contract, for long-term unemployed residents of Sandwell?	Number of employees (FTE) taken on who are long term unemployed (unemployed for a year or longer)
		3) How many jobs has your organisation created in the last year for the following hard-to-reach groups (delete as appropriate: BAME/Homeless/Ex-offenders/NEETS)? 4) How many jobs will you create as part of the contract for hard-to-reach groups resident in Sandwell (delete as appropriate: BAME/Homeless/Ex-offenders/NEETS)?	Number of employees (FTE) taken on from hard-to-reach groups (delete as appropriate: BAME/Homeless/Ex-offenders/NEETS)
	<p><b>Ensuring Local<sup>2</sup> People are in Employment</b>            Number of local people in sustainable employment (twelve months or more or if not applicable for the duration of contract)</p>	5) What percentage of your current workforce are local residents? 6) What percentage of the workforce which will work on the contract will be local residents?	Percentage of Sandwell residents employed on contract (FTE)
<p><b>Employment Support Activities</b>            Activities to support people back into the workplace or into better work?</p>	7) What types of activities do you currently provide to support unemployed people into work? 8) What types of activities will you provide, as part of the contract, to support unemployed Sandwell residents into work? 9) How many hours will be dedicated to supporting unemployed Sandwell residents into work as part of the contract?	Number of hours dedicated to supporting unemployed Sandwell residents into work	

<sup>2</sup> Local refers to the Sandwell in first instance, please indicate separately for Birmingham & Black Country, West Midlands, National

## ANNEX B

Outcomes	Social Value Indicator	Suggested questions to be included in specification	Indicator
Page 24	<b>Apprenticeship Opportunities</b> Creation of Apprenticeships	10) How many apprenticeships has your organisation created in the last year? 11) How many apprenticeships will you create and complete as part of the contract?	Number of apprenticeships on the contract that have either been completed during the year, or that will be supported by the organisation to completion in the following years
		12) How many weeks of apprenticeships have you created and supported in the last year? 13) How many weeks of apprenticeships for Sandwell residents will you create and support as part of the contract?	Number of weeks of apprenticeships created during the year
	<b>Improving the Quality of Existing Employment Practices</b> Ensuring that both the direct workforce and contractors are employed in fair, democratic, inclusive, and flexible workplaces	14) Sandwell MBC is committed to the delivery of high-quality public services, and recognises that this is critically dependent on a workforce that is: <ul style="list-style-type: none"> <li>• well-rewarded,</li> <li>• well-motivated,</li> <li>• well-led,</li> <li>• has access to appropriate opportunities for training and skills development, are diverse and is engaged in decision making.</li> </ul> <p>These factors are also important for workforce recruitment and retention, and thus continuity of service. Sandwell Metropolitan Borough Council is adopting fair work practices, which include:</p> <ul style="list-style-type: none"> <li>• A fair and equal pay policy that includes a commitment to supporting the Living Wage, including, for example being a Living Wage Accredited Employer.</li> </ul>	% employees receiving the Real Living Wage <sup>3</sup>  Employee survey data- % employee engagement score

<sup>3</sup> The real living wage as established by the Living Wage Foundation.



## ANNEX B

Outcomes	Social Value Indicator	Suggested questions to be included in specification	Indicator
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 25</p>		<ul style="list-style-type: none"> <li>• Clear managerial responsibility to nurture talent and help individuals fulfil their potential, including for example, a strong commitment to Modern Apprenticeships and the development of a young workforce.</li> <li>• Promoting equality of opportunity and developing a workforce which reflects the population in terms of characteristics such as age, gender, religion or belief, race, sexual orientation, and disability.</li> <li>• Support for learning and development.</li> <li>• Stability of employment and hours of work, and avoiding exploitative employment practices, including for example no inappropriate use of zero-hours contracts.</li> <li>• Flexible working (including for example practices such as flextime and career breaks) and support for family friendly working and wider work life balance</li> <li>• Support progressive workforce engagement, for example Trade Union recognition and representation where possible, otherwise alternative arrangements to give staff an effective voice.</li> </ul> <p>To ensure the highest standards of service quality in this contract we expect contractors to take a similarly positive approach to fair work practices as part of a fair and equitable employment and reward package. Please describe how you will commit to fair work practices for workers (including any agency or sub-contractor workers) engaged in the delivery of this contract.</p>	

## ANNEX B

Outcomes	Social Value Indicator	Suggested questions to be included in specification	Indicator
<p>Page 26</p> <p><b>Improve skills in Sandwell area</b></p>	<p><b>Training Opportunities</b> Creation of training and upskilling opportunities for direct workforce</p>	<p>15) What types of training opportunities do you currently provide for your employees?            16) What types of training opportunities will you provide for your employees as part of the contract?            17) How many weeks of training opportunities will you provide for your employees as part of the contract?</p>	<p>Number of weeks of training opportunities on contract that have either been completed during the year, or that will be supported by the organisation to completion in the following years - Level 2,3, or 4+</p> <p>Number of employees upskilled (NVQ 2/3/4)</p>
	<p><b>Work Experience</b>            Work Experience opportunities created as part of contract</p>	<p>18) What types of activities do you currently undertake around schoolwork experience placements?            19) What types of activities will you provide as part of the contract around schoolwork experience placements for Sandwell residents?            20) How many schools, work experience placements will be provided as part of the contract for Sandwell residents?            21) How many undergraduate project placements per year will you offer to Sandwell residents?            22) How many graduate internships per year will you offer for graduates living in Sandwell?</p>	<p>Number of school work experience placements</p> <p>Number of undergraduate project placements per year offered to Sandwell residents.</p> <p>Number of graduate internships per year offered to graduates</p>
<p><b>Diversified local business base and supply chains</b></p>	<p><b>Diversity of Spend</b>            Amount spent with diverse supply chain organisations (local organisations, VCS, SMEs, Co-operatives etc.)</p>	<p>23) How many of your supply chain providers will be provided by Sandwell businesses %/£?</p>	<p>Total amount (£) spent in Sandwell supply chain through the contract</p>
	<p><b>Building Capacity of co-operative and Voluntary Sector</b>            Support provided to strengthen the co-operative and voluntary sector as part of the contract</p>	<p>24) What opportunities will you provide as part of the contract for the co-operative and voluntary sector organisations?</p>	<p>Number of hours of expert business advice (HR, financial, legal, HSE)</p>



This page is intentionally left blank

## Smethwick Town Deal Board 28 February 2023 at 15:00

<b>Subject:</b>	<b>Project Reporting for period October- December 2022</b>
<b>Contact Officer:</b>	Rina Rahim, Towns Fund Programme Manager

### 1. Purpose of the Report

- 1.1. To receive an update on project progress and monitoring information for the period of October to December 2022.

### 2. Background and Main Considerations

- 2.1. As West Bromwich, Smethwick and Rowley Regis enter Phase 3 – Delivery, monitoring will be a key aspect to ensure the Accountable Body and DLUHC track progress of the fund and the projects it is delivering.
- 2.2. The projects submitted the first set of claims up until September 2022 which were collated and submitted to DLUHC in December 2022. These are currently being processed by DLUHC who may undertake further assurance checks prior to being formally approved.
- 2.3. To ensure the Accountable Body and Town Deal Boards receive reporting on a regular basis to monitor project progress, expenditure and risks, it is a requirement set by the Programme Management Office that West Bromwich, Smethwick and Rowley Regis project leads must submit Monitoring, Evaluation and Claim Returns on a quarterly basis, as a minimum.
- 2.4. Following the Quarter 2 submission, all projects have submitted monitoring returns for the period covering October to December 2022. Financial forecasts from these claims have been reported to Cabinet to inform the spend position and potential carry forward to next financial year.
- 2.5. The monitoring returns have been processed and detailed project progress is reported as Agenda item number 6. Board members are invited to consider the detailed project updated as per Item 7 on the Agenda. Summary to date is as follows:
  - The cumulative Town Fund spend forecasted for 22/23 is £4,756,582 which presents a slippage of £2,660,867 (36%) to future years.
  - No change requests required this quarter.
  - Where applicable, projects are required to forecast and monitor footfall over the lifetime of the programme.

- **Ron Davis Centre Expansion**– Project progressing to plan and due to complete by the end of March 2023. Project is currently seeking funds to fit out space with training equipment.
- **Grove Lane Regeneration** – Cabinet approval obtained in Nov 22 to proceed with the CPO process. Project spend has been carried forward to future years to reflect timeframe required for legal proceedings.
- **Rolfe St Canalside Regeneration** – All tenants now vacated premises. Works to progress for surveys in early spring.
- **Midlands Met Learning Campus** – Planning permission to be submitted by end of the March. Project holding consultations to discuss design of scheme.
- **Smethwick Connected** – Project progressing with Phase 2 (Rolfe St, Tollhouse Way) due to complete in June 23. Phase 5 works bought forward from 24/25 to start in March 23.

- 2.6. DLUHC have indicated that the 23/24 funds will be allocated in three stages being either April, June or October depending on risk rating. Further details to follow regarding the risk rated by DLUHC on individual projects.
- 2.7. As discussed at the November Town Deal Board meeting, projects have been updating their consultation plans and a forward plan has been created to support marketing and promoting projects. A site visit forward plan is being developed to support updating the projects amongst Board members. All forward plans details are presented as Item 8 on the Agenda.

## **Appendices**

Town Deal Reporting October to December 2022

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank



## Press Release Forward Plan

Project	2022		2023					
	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Ron Davis Centre		Herald Update				Project is complete: new classrooms open and operating		
Midland Met					Planning application is submitted incl. details of design.			Planning application determination and Building practical completion date confirmed
Grove Lane Regeneration								
Rolfe St Regeneration								
Smethwick Connected					Herald project update		Phase 5 works complete	Phase 2 complete

## Site Visit

Project	2023						
	May	Jun	Jul	Aug	Sep	Oct	Nov
Ron Davis Centre	Host Board Mtg						
Midland Met							Site Visit
Grove Lane Regeneration							
Rolfe St Regeneration							
Smethwick Connected		Phase 2 complete					

This page is intentionally left blank

## Consultation Forward Plan

PROJECT	PURPOSE/ OBJECTIVE	KEY PROJECT STAKEHOLDERS	KEY MESSAGES	METHOD	LEAD OFFICER	Comments	Jan-23	Feb-23	Mar-23
<b>Walking and Cycling Infrastructure</b>	Seek input on what design /layout is required to encourage people to cycle and walk more in Sandwell and whether the preliminary proposals meet the need of users and meets set out objectives (i.e. encourages modal shift away from car trips)	Local residents Commuters Canals and River Trust Sandwell Leisure Trust Community groups and organisations Businesses Transport for West Midlands Local Authority and Public Services Public Health NHS Trust staff	Set expectations on what is feasible in line with highways requirements, outline the options for cycle lanes/walking routes and refer to current cycle/walk design guidance such as LTN1/20 and the recommendation within it.	Online surveys Face to face surveys Letter/ leaflets Social Media On site notices Adverts on Bus Shelters	For planning and development: - Transportation Team Leader	Phase 4 May 2024			
<b>Rolfe Street</b>	Seek developer appetite for investment	Developers, Housing providers, SMBC	Emerging draft masterplan to be shared with groups.	Project forum/workshop, Online survey/questionnaire	Project Lead Project Team Rep	complete	Masterplan going to Cabinet 18 Jan - consultation from end of Jan. To be approved @Cabinet May 23		
	Options for relocation of existing occupiers	Local Businesses Local Authority	Discuss potential delivery mechanisms	Face to face, Workshop, Drop-in Session	Project Lead Project Team Rep	SMBC looking at JV with company considering using Enterprise Centre as one of the sites for future use/development			
<b>Midland Met</b>	Consultation workshop @ Learning Works (tbc)	Public consultation workshop	Discuss proposed scheme design	Face to Face workshops	Igloo			Consultation workshop 9th Feb	members regarding transport prior to planning

This page is intentionally left blank