

FINANCE AND POLICY COMMITTEE

AGENDA



Monday 12 July 2021

at 10.00 am

**in the Council Chamber,
Civic Centre, Hartlepool.**

A limited number of members of the public will be able to attend the meeting with spaces being available on a first come, first served basis. Those wishing to attend the meeting should phone (01429) 523568 or (01429) 523019 by midday on Friday 9 July 2021 and name and address details will be taken for NHS Test and Trace purposes.

MEMBERS: FINANCE AND POLICY COMMITTEE

Councillors Brash, Brown, Fleming, Harrison, Lindridge, Little, Moore, D Nicholson, Prince, Stokell and Young.

- 1. APOLOGIES FOR ABSENCE**
- 2. TO RECEIVE ANY DECLARATIONS OF INTEREST BY MEMBERS**
- 3. MINUTES**
No items.
- 4. BUDGET AND POLICY FRAMEWORK ITEMS**
No items
- 5. KEY DECISIONS**
No items.
- 6. OTHER ITEMS REQUIRING DECISION**
 - 6.1 Proposed Route to Award ICT Contract from 2023– *Director of Resources and Development*

CIVIC CENTRE EVACUATION AND ASSEMBLY PROCEDURE

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers. A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone. The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.

7. ITEMS FOR INFORMATION

7.1 Corporate Procurement Quarterly Report on Contracts – *Chief Solicitor*

8. ANY OTHER BUSINESS WHICH THE CHAIR CONSIDERS URGENT

9. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION) ORDER 2006

EXEMPT ITEMS

Under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that it involves the likely disclosure of exempt information as defined in the paragraphs referred to below of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by the Local Government (Access to Information) (Variation) Order 2006

10. EXEMPT ITEMS FOR DECISION

10.1 Approval for Compulsory Redundancy – *Director of Resources and Development*

For Information:

Dates and times of forthcoming meetings of the Finance and Policy Committee –

Monday 13 September, 2021 at 10.00 am
Monday 11 October, 2021 at 10.00 am
Monday 15 November, 2021 at 10.00 am
Monday 13 December, 2021 at 10.00 am
Monday 17 January, 2022 at 10.00 am
Monday 14 February, 2022 at 10.00 am
Monday 14 March, 2022 at 10.00 am



FINANCE AND POLICY COMMITTEE

12 July 2021



Report of: Director of Resources and Development

Subject: PROPOSED ROUTE TO AWARD ICT CONTRACT FROM 2023

1. TYPE OF DECISION/APPLICABLE CATEGORY

Non Key Decision.

2. PURPOSE OF REPORT

- 2.1 The purpose of this report is to request Finance and Policy Committee consider and approve the proposed procurement route for the Council's ICT contract 2023-2028.

3. BACKGROUND

- 3.1 The Council entered into an ICT contract with Northgate Public Services (NPS) in October 2013 and Finance and Policy Committee (26 November 2018) agreed to extend the contract for a further 3 years. The contract will terminate in October 2023 and no further extensions are permissible under these arrangements. A new contract must be in place to meet the Council's ICT needs from October 2023.
- 3.2 The existing contract delivered an initial annual saving of £700k in 2013/14. The contract includes an efficiency target as contract increases are set at RPIX less 2%. As inflation has been low for most of the contract, compared to the position with an inflation linked budget, this has provided further annual savings. The recurring savings were achieved by moving the Council to Virtual Desktop Infrastructure Technology (VDIT), which reflected the Council's contract specification to prioritise the delivery of a cost efficient strategy that would realise recurring savings, whilst providing the Council with the necessary ICT infrastructure to carry out its functions. The achievement of savings reflected the financial environment at the time and the need to minimise support costs, including ICT, to maximise resources available for front line services.

- 3.3 Over the last eight years there have been significant changes to both ICT provision and the way the Council operates. This is due to a number of factors including the limitation of VDI supporting mobile/hybrid working. This technology was designed for a traditional office based operating environment. It relies on a small VDI device supported by a separate screen, keyboard and mouse. Whilst, we successfully deployed VDI to support home working for jobs operating from a fixed base, it does not support flexible working. The move to Cloud based systems has led to a resulting decision of the market not to continue to invest and develop VDI infrastructure. This makes the future use of VDI unviable. In order to meet the Council's operational requirements, including supporting the hybrid working model, a different approach is required in the new contract.
- 3.4 Northgate Public Services (NPS) have a significant presence in the Borough and have worked with Hartlepool Borough Council since 2001. A range of their UK wide services are based at Northgate House in Hartlepool, the largest of their UK offices. A range of economic and technological benefits have been realised in the Borough by working in partnership with NPS since the start of the ICT contract in 2013. This has included the following:
- 400 new jobs located in Hartlepool with 7 high level technical jobs advertised in the last 3 months.
 - 36 apprentices taken on in the last 7 years, leading to secure permanent employment in Hartlepool.
 - Refurbishment of Northgate House, to the value of £260K.
 - £2.9 million paid in rent and rates.
 - Facilities Management contract for Northgate House, provided by HBC.
 - £160K invested in Community Funds and Projects.
 - Significant technological initiatives introduced, including strengthening cyber security defences.

4. PROPOSALS

- 4.1 The cost of a traditional procurement exercise or a competitive dialogue process (adopted for the current contract) are significant for both the Council and potential providers. The market providers for the size of the Council's contract are limited as whilst the annual contract value is significant for the Council it is small from the perspective of ICT providers. The critical business needs supported by ICT mean that the Council needs to award the contract to a business that has the skills, experience and financial resilience to successfully deliver the contract for the whole contract period.
- 4.2 It is proposed that the Council follow a Direct Award process using the Crown Commercial Service (CCS) procurement framework for Technology Services. Using an established and robust framework such as this provides

assurance that baseline data gathering checks have already been carried out across a range of service providers.

- 4.3 The process will match the Council's contract specification with a range of providers on the framework that are able meet our specification. This will be a transparent process and evaluated using a set criteria. The managed service provider who fits the specification (including cost of service) most closely will be awarded the contract under a Direct Award. The Council's criteria will be drawn up after consultation with all appropriate parties but will include the requirement to deliver against the Council's ICT requirements as well as continued economic investment in Hartlepool as key components.
- 4.4 It is also recommended that an independent assessment of the current Northgate/HBC contract is undertaken by the Society of Innovation, Technology and Modernisation (SOCITM) to ensure that HBC are achieving value for money. This review, coupled with the recommended procurement process, will ensure the Council achieves continuing value for money from the new contract.
- 4.5 Members will receive a further report that will outline the 2 key elements of the specification:
- i) Technical aspects of the specification – what infrastructure we need to deliver our business objectives; and
 - ii) Wider, local economic benefits to Hartlepool in awarding the contract.
- 4.6 If Members agreed to the above proposal, the following timescales are recommended:

Milestone Date	Task/Action
12 July 2021	Finance Police Committee approval to proceed down recommended procurement route
July – Sept 2021	Build specification
Sept/Oct 2021	Finance and Policy Committee report on specification proposed
Oct – Dec 2021	Consideration of providers
Feb 2022	Final Finance and Policy Committee report on outcome of procurement process, evaluation of providers proposals and recommended provider
March 2022 – September 2023	Completion of contract negotiations and mobilisation period
October 2022	Award new contract for period 2023-2028
October 2023	New contract begins

4.7 Other options considered

Alternative potential options would be:

- A full procurement exercise – which is not recommended for the reasons outlined above.
- Bring the service back in house - this is not recommended as the Council does not have the breadth of specialist ICT staff required. This option would carry significant risks in relation to resilience and continued service delivery.
- Partnership with another local authority- which is not recommended as the Council would not benefit from expertise of using the private sector and would be a 'junior' partner in any partnership arrangement as the Council is the second smallest unitary council in England.

5. RISK IMPLICATIONS

- 5.1 The most significant risk to HBC is not securing a managed service provider to deliver necessary and critical ICT requirements from October 2023.

6. FINANCIAL CONSIDERATIONS

- 6.1 As detailed earlier in the report the existing contract, including approved extensions, prioritised delivery of efficiency savings and the adoption of ICT solutions / technology to deliver these savings. The approach pre-dated the additional ICT requirement for hybrid working.
- 6.2 In addition, the current contract evaluation criteria included a positive preference for local delivery of the contract – which has a cost – and jobs the provider would bring to Hartlepool for other work they would delivery from the town.
- 6.3 As part of the process for preparing the detailed specification for the new contract the Council will:
- Need to define the new ICT requirements to support hybrid working – which links to the review of office accommodation requirements to deliver efficiency savings - and this will be subject to a future report to Finance and Policy. The will increase costs, which will be mitigated from accommodation savings;
 - Review the Council's requirement for the new contract to retain existing ICT jobs in Hartlepool to delivery this contact and other contracts delivered by the Council's current ICT provider. Reducing these requirements should reduce costs as the trend to deliver ICT services from the Cloud should reduce costs. The downside is the impact on local jobs in a growing sector of the economy.

- 6.4 At this stage it is not possible to quantify the financial impact of the above issues as further work needs to be completed over the next few months. It is anticipated that there will be an unfunded budget pressures of meeting an increase in the Council's ICT requirements, which will increase the budget deficits in 2023/24 (part year) and 2024/25 (full year impact). The impact will need to be addressed and addressed when the Medium Term Financial Strategy is considered.

7. Other Considerations

Risk Considerations	No relevant issues
Legal Considerations	A significant presence from Legal Services (including Procurement) will be required in the process of awarding the new ICT contract
Consultation Considerations	Consultation has taken place with Corporate Management Team in developing the proposed process
Child/Family Poverty Considerations	No relevant issues
Staff Considerations	No relevant issues
Asset Management Considerations	No relevant issues

8. RECOMMENDATIONS

- 8.1 It is recommended that Finance and Policy Committee agree to the proposed procurement route to award the ICT contract for the period 2023-2028. This will be through a Direct Award process using the Crown Commercial Services Framework for Technology Services.
- 8.2 It is also recommended that a Value for Money review is carried out by SOCITM.

9. REASONS FOR RECOMMENDATIONS

To enable the procurement route for the ICT contract 2023-2028 to be considered and agreed.

10. BACKGROUND PAPERS

Report to Finance and Policy Committee 26 November 2018 – ICT Contract Extension

11. CONTACT OFFICER

Claire McLaren
Assistant Director, Corporate Services
claire.mclaren@hartlepool.gov.uk
[01429 523003](tel:01429523003)

Sign Off:-

Managing Director	<input checked="" type="checkbox"/>
Director of Resources and Development	<input checked="" type="checkbox"/>
Chief Solicitor	<input checked="" type="checkbox"/>

FINANCE AND POLICY COMMITTEE

12 July 2021



Report of: Chief Solicitor

Subject: CORPORATE PROCUREMENT QUARTERLY
REPORT ON CONTRACTS

1. TYPE OF DECISION/APPLICABLE CATEGORY

1.1 For information only in accordance with the Contract procedure Rules.

2. PURPOSE OF REPORT

2.1 To satisfy the requirements of the Council's Contract Procedure Rules with regard to the Finance & Policy Committee:

- Receiving and examining quarterly reports on the outcome of contract letting procedures including those where the lowest/highest price is not payable/receivable.
- Receiving and examining reports on any exemptions granted in respect of the Council's Contract Procedure Rules.

3. BACKGROUND

3.1 The Council's Contract Procedure Rules require that the following information be presented to the Finance & Policy Committee on a quarterly basis:

Section of Contract Procedure Rules		Information to be reported
Introduction	Para 8 iii & Para 8 vi	Outcome of contract letting procedures
Part G	Para 12 v	

Introduction Part B	Para 8 iii Para 3 v	Basis of award decision if not lowest/highest price payable/receivable
Introduction	Para 8 vi	Contract Name & Reference Number
Part G	Para 12 v	
Introduction	Para 8 vi	Description of Goods/Services being procured
Part G	Para 12 v	
Introduction	Para 8 vi	Department/Service area procuring the goods/services
Part G	Para 12 v	
Introduction	Para 8 vi	Prices (separate to Bidders details to preserve commercial confidentiality)
Part G	Para 12 v	
Part G	Para 12 v	Details of Bidders

- 3.2 In addition to tender related information, details of exemptions granted to the Contract Procedure Rules are also reportable quarterly.

4. INFORMATION FOR REVIEW

4.1 Tender information

Appendix A details the required information for each procurement tender awarded since the last quarterly report.

4.2 Exemption information

Appendix B provides details of the required information in relation to Contract Procedure Rules exemptions granted since the last Corporate Procurement Quarterly Report on Contracts.

4.3 Commercial / Confidential information

Appendix C includes the commercial information in respect of the tenders received and any confidential information relating to Contract Procedure Rule exemptions or contract extensions.

This item contains exempt information under Schedule 12A Local Government Act 1972 (as amended by the Local Government (Access to Information) (Variation) Order 2006) namely, Appendix C.

5. OTHER IMPLICATIONS

Risk Implications	No relevant issues.
Financial Considerations	No relevant issues.
Legal Considerations	No relevant issues.
Staff Considerations	No relevant issues.
Asset Management	No relevant issues.

6. RECOMMENDATIONS

- 6.1 That the Committee note and comment on the contents of the report,

7. REASONS FOR RECOMMENDATIONS

- 7.1 The Committee is required to review the information supplied to ensure that monitoring in the award of contracts is carried out and evidenced.

8. BACKGROUND PAPERS

- 8.1 There are no background papers.

9. CONTACT OFFICER

- 9.1 Hayley Martin
Chief Solicitor
Civic Centre
Victoria Road
Hartlepool
TS24 8AY
Email Hayley.martin@hartlepool.gov.uk
Tel: 01429 523002

Sign Off:-

Managing Director	<input type="checkbox"/>
Director of Resources and Development	<input type="checkbox"/>
Chief Solicitor	<input type="checkbox"/>

Tender Information

Date of Contract Award	Contract Name and Reference Number	Description of Goods / Services being procured	Duration of Contract (optional extensions in brackets)	Department / Service area procuring the goods / services	Details of Companies invited including location	Details of Bids received	Basis of award decision if not lowest/highest price payable / receivable	Outcome of contract letting procedures	Previous Provider / Location
03/02/21	Headland Bandstand Area Regeneration DN515519	The 6 companies on HBC Select List of Contractors for Highways were invited to submit a price for the regeneration of the Headland Bandstand area.	7 months	N & R Services	BAM Ritchies, Glasgow ESH Construction Ltd, Bowburn Durham Hall Construction Services Ltd, Rushyford, Durham Highway Construction Services, Stockton Rainton Construction Services Ltd Durham Seymour Civil Engineering Contractors Ltd, Hartlepool	ESH Construction Ltd, Bowburn Durham Hall Construction Services Ltd, Rushyford, Durham Rainton Construction Services Ltd Durham Seymour Civil Engineering Contractors Ltd, Hartlepool	100% Price	Seymour Civil Engineering Contractors Ltd, Hartlepool	N/A
15/02/21	Security Services DN 512118	5 companies were invited to tender to provide suitable trained security personnel to cater for the needs of routine, non-routine, emergency work and occasional	3 years	N & R Services	Jackson Security Hartlepool NE Security Ltd Hartlepool Vistech Services Ltd Middlesbrough	NE Services Ltd Hartlepool Next Level Security Services Stockton	40% Price 60% Quality & passing the Selection Questionnaire	NE Security Ltd Hartlepool	NE Security Ltd Hartlepool

		short notice work for managed properties and locations. Including Static Guarding, Locking and Unlocking Services, Alarm Activation Responses and Mobile Patrols.			Steadfast Security Peterlee Next Level Security Services Stockton				
22/02/21	Dry Recycling Services DN 519078	An open invitation was issued to find a suitable organisation for the sorting, processing and sale to end markets of HBCs dry recycling material resources, supporting the existing fully co-mingled at the point of kerbside collection strategy.	2 years (plus 3 x 12 month extension)	N & R Services	Open Invitation	J&B Recycling Ltd. Hartlepool	80% Price 20% Quality & passing the Selection Questionnaire	J&B Recycling Ltd. Hartlepool	Palm Recycling.
04/03/21	Stranton Allotment Clearance Works DN519579	Companies on HBC Select List of Contractors for Highways were invited to submit a price for the clearance of the Stranton Allotment Site.	10 weeks	N & R Services	BAM Ritchies, Glasgow ESH Construction Ltd, Bowburn Durham Hall Construction Services Ltd, Rushyford, Durham Highway Construction Services, Stockton Rainton Construction Services Ltd Durham	ESH Construction Ltd, Bowburn Durham Hall Construction Services Ltd, Rushyford, Durham Highway Construction Services, Stockton	100% Price	Highway Construction Services, Stockton	N/A

					Seymour Civil Engineering Contractors Ltd, Hartlepool	Rainton Construction Services Ltd Durham Seymour Civil Engineering Contractors Ltd, Hartlepool			
21/04/21	Highways Maintenance Resurfacing Service with Cold Planing & Ancillary Works DN527626	An Open tender was advertised for a framework for a single provider for Highways resurfacing works	3 years (plus 1 x 12 month extension)	N & R Services	Open Invitation	DSD Construction Ltd Warwickshire Kiely Bros Ltd Carlisle Tarmac Trading Ltd West Midlands	60% Price 40% Quality	Tarmac Trading Ltd	Tarmac Trading Ltd

Procurements Exempted from Council Contract Procedure Rules

Exemption Information

Dept.	Service Unit	Company Name	Company based at	Duration	Description	Approval
Children's and Joint commissioning Services	Joint Commissioning	CRUSE Bereavement Care	Middlesbrough	01 02 2021 – 31 08 2021	There is an established Tees agreement to commission CRUSE. We would like to join this agreement for one year whilst we review our local provision. The provision will: provide bereavement and suicide postvention support to children, young people and adults (including bereaved parents of all ages) in Hartlepool	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 19 01 2021
Resources and Development	Corporate Services - Communications and Marketing	SD Advertising	Ryton, Tyne & Wear	One Off Procurement	This involves the purchase of a comprehensive and coordinated multi-strand advertising campaign that includes the use of bus shelter adverts, digital vans, telephone kiosks and a series of online advertising solutions. Many elements of this campaign are new to Hartlepool Borough Council, and as such this company has the specialist knowledge required to get the most out of the campaign. SD Advertising also comes recommended by another local authority and working with them will enable us to disseminate urgent public health messages re COVID-19 to residents and businesses in Hartlepool	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 22 01 2021
Public Health	Public Health	Panoramic Associates	Bristol	Feb 2021 for 6 months	There is a vacancy for Deputy Director of Public Health. Recruitment processes are in place however due to the process and notice periods a permanent member of staff will not be in place before 6 months. There is significant work that needs to be undertaken to support the DPH at this time of the COVID pandemic:	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 01 02 2021
Neighbourhoods & Regulatory Services	Place Management-Environmental Services	Contenur UK Ltd	Lancashire	N/A	Due to COVID manufacturing disruption, Brexit, and increased demand in Europe to support domestic recycling improvement programmes; Hartlepool's Waste Management Team are having great difficulty securing domestic bins from the current supplier who sources them from France.	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 05 02 2021
Adults & Community based Services	Adult Social Care	Hartlepool Carers	Hartlepool	01 01 2021 – 31 05 2023	It is proposed to extend the function of Hartlepool Carers contract to take on the completion of all carers assessments and associated recording in relevant systems.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 02 2021

Adults & Community based Services	Joint Commissioning	Innovate Services	Ipswich	On going	An exemption is being sought because all other Tees valley local authorities have bought this product which means we will be able to benchmark ourselves against our neighbours. A significant number of councils across the country have also bought this product which will also allow us to compare ourselves to our statistical neighbours.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 02 2021
Adults & Community based Services	Preventative & Community based Services	Micro Enterprises Development with Hartlepower (as part of Community Led Support)	Hartlepool	01 03 2021 – 28 02 2022	As we continue to implement Community Led Support (CLS) in Hartlepool we want to support the development of an innovative and creative model of micro-enterprises in Hartlepool that helps local people achieve their goals, retaining control over their lives, connecting with the things that are important to them and participating in their communities. We would like to fund a 12 month pilot for Hartlepower (local community organisation) to begin the development of a network of micro-enterprises across Hartlepool.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 02 2021
Public Health	Public Health	North Tees and Hartlepool NHS Foundation Trust	Stockton-on-Tees	From 08 02 2021 for 6 months	It has been identified through track and trace process that there is an identified need for infection control advice and guidance. The NTHFT provide infection control support to care homes on behalf of the council and it is purpose to build on this to ensure that learning from outbreaks can be shared and infection control measures are appropriate thus preventing further outbreak	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 08 02 2021
Adults & Community based Services	Preventative & Community based Services	Hartlepower	Hartlepool	01 02 2021 – 31 05 2021	Consultation with academies and schools in Hartlepool has identified a cohort of families whose children are struggling to access online learning due to not having broadband We therefore want to tap into the services that Hartlepower have on offer in terms of the portable router and monthly data allowance.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 16 02 2021
Adults & Community based Services	Adult Social Care	Holcros Ltd	Nottingham	One Off Purchase	The purchase a portable solar panel system. Due to there not been electricity in a number of areas of Waverley allotment site we feel that it would greatly benefit the site. The portable equipment can be moved around the site enabling us to provide clean energy to an office and reception cabin, when holding events it would also provide clean energy to the marquee and other outside spaces across the site. Due to this been a specialised piece of equipment and we require a high power charger there was only 1 company that I could find, that could provide this equipment.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 16 02 2021

Neighbourhoods & Regulatory Services	Place Management - Environmental Services	Different Bears Consulting Ltd (t/a Different Bears)	Poole	01 03 2021 – 30 08 2021	<p>The project is being managed by an expert in the sector who has been jointly procured and he has identified a need to procure a specialist lobbyist and PR consultant to interface with the special interest groups who are likely to have an interest in the project at both a regional and national level.</p> <p>There has been only one suitable organisation identified by the Environmental Services Association as having the requisite skills and experience in this niche sector. Furthermore, the specialist nature of the organisation has resulted in them not featuring on any established frameworks under which the procurement could be undertaken.</p>	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 25 02 2021
Neighbourhoods and Regulatory Services	Place Management - Environmental Services	RE-Gen Group	Newry	23 02 2021 – 31 03 2021	<p>Current sub-subcontracted supplier has appointed administrators and suspended trading. New Contract doesn't commence until 01 04 2021. Recyclables are bulked up at HBC's waste transfer station at Burn Road, before being bulk-hauled to the sorting facility. There is capacity for storage of a maximum of two days of material within the recycling shed. However, due to disruption last week, clearly caused by the internal issues at Ward Recycling, HBC's recycling shed is already almost full, and will be entirely full at some point today (23rd Feb 2021). At this point, kerbside collections will be severely disrupted if a suitable outlet is not found. Not able to carry out a procurement at such short notice Re-Gen able to step in until the new contract can commence.</p>	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 25 02 2021
Adults & Community based Services	Adults Social Care	PS Psychology Solutions	Hartlepool	25 01 2021 – 24 01 2022	To call on the services of an additional Clinical Psychologist when the current assessor is unavailable.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 09 03 2021
Adults & Community based Services	Adults Social Care	Disabled Enabled Ltd	Hertfordshire	01 04 2021 – 31 03 2024	<p>Disabled Enabled Limited support the initiatives of the Adult Social Care Programme and positively benefit the residents of Hartlepool. The scheme enables residents to be informed about their local facilities and more broadly about other facilities they may wish to use. Links to the information are available on Hartlepool Now and the HBC website and form part of our offer for customers within the information and advice. Investment from HBC (over £30k) has already been made to establish this project.</p>	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 09 03 2021

Resources and Development	Development & Growth - Estates and Asset Management	Gus Robinson Developments Ltd	Hartlepool	22 03 2021 - 30 03 2022	The appointment of Gus Robinson Development Limited to deliver a design and build contract for the delivery is 18 affordable which can be delivered within the timescales required to secure grant funding.	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 16 03 2021
Resources and Development	Development and Growth - Strategic Development	Visitors Insights	London	01 04 2021 – 30 04 2021	The appointment of Visitor Insights who can provide bespoke data to build a detailed profile of a location. They use a number of metrics to analyse and identify visitor behaviours.	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 21 03 2021
Adult and Community Based Services	Preventative & Community Based Services -Leisure, Recreation & Participation	4 Global Consulting Limited	London	01 04 2021 – 31 03 2023	4Global provide a solution called Data Hub which Leisure, Recreation & Participation (LRP) already use to extract data from the XN Leisure system, allowing us to be benchmarked against other leisure centres. There is a requirement to use this company to provide these services due to the relationship they already have in place with XN Leisure. There are no other companies with this same relationship.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 04 2021
Adult and Community Based Services	Preventative & Community Based Services -Leisure, Recreation & Participation	Alliance Leisure (TA6)	Somerset	One Off Payment	The contract is for the delivery of bespoke Covid-19 remobilisation campaign support, materials and assets to engage with new and old customers. The contractor has significant prior knowledge of our services at HBC, being partnered with Technogym - our gym equipment provider- and has worked extensively with us from an operational and insight perspective.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 04 2021
Public Health	Public Health	Ian Holtby	Redcar	30 days	Additional capacity to support DPH (there is currently a vacancy for PH Consultant in the team and need to ensure that the team can respond to the pandemic) Support for outbreak control plans and technical advice	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 12 04 2021
Adult and Community Based Services	Community and Preventative Based Services	This is Focus	Bristol	01 04 2021 – 31 03 2022	The appointment of This Is Focus to develop a virtual community hub. The idea is to create a virtual space that replicates all the events and activities that take place in the 'real' hubs, at the core of which is a platform that allows 'live' and pre-recorded video.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 14 04 2021
		Energis Consulting	Guisborough	01 04 2021 – 31 12 2021	HBC is the lead authority for the joint procurement of an award of a contract for the design, build, operation and	Request Approved by Denise

Neighbourhoods and Regulatory Services	Place Management Environmental Services				<p>financing of an Energy Recovery Facility that will be used by Darlington, Middlesbrough, Redcar & Cleveland, Stockton, Durham and Newcastle ("the Authorities") for the treatment of residual waste.</p> <p>There is a requirement to appoint an a specialist electrical consultant to :-</p> <ul style="list-style-type: none"> - Advise on the commercial and regulatory aspects of the provision of a bankable electricity connection for the ERF plant at the STDC site. - Advise on the commercial and regulatory aspects of potential 'private wires' electricity supplies. - Identify the key issues and recommend an approach to deal with them. - Assist in negotiations with STDC. 	McGuckin, Tony Hanson, Chris Little & Hayley Martin on 16 04 2021
Children's and Joint Commissioning	Education	National Development Team for Inclusion	Bath	April 2021 – 3-4 Month Project	<p>Adult Services are working with NDTi with the Community Led Support programme. The feedback from this work shows that NDTi are a highly valued organisation that is supporting significant change.</p> <p>Based on this feedback an exemption is being requested to allow this national organisation to offer Hartlepool a wider view on SEND to ensure that the council is outward facing and understand best practice across the system (across the UK).</p>	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 19 04 2021
Resources & Development	Development and Growth - Strategic Development	Jacobs	Stockton-on-Tees	21 05 2021 – 18 05 2021	<p>External support is required to complete an application to the Levelling Up Fund. The short timescale means that additional capacity is required to develop the case for investment and to complete the necessary application forms by the first round deadline in mid-June. There is insufficient capacity within the Strategic Development Team to develop the submission within the timescales.</p> <p>Jacobs are in the strongest position to support the Council as they have recently been developing a</p>	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 01 06 2021

					proposal to support the Towns Fund. They therefore have the necessary knowledge and specialisms within their team.	
Resources & Development	Development and Growth Strategic Development	Jacobs	Stockton on Tees	21 05 2021 – 18 05 2021	<p>External support is required to undertake a review of project readiness for each of the Towns Fund projects. This must be undertaken urgently to enable the Council to respond to the Governments deadlines for the Summary Document and Heads of Terms.</p> <p>Jacobs will outline the likely evidence required to support the development of a credible business case for each of the five identified projects. The evidence base will be structured in line with the standard five-case business case model. The evidence base requirements will be denoted for each case in turn (i.e. strategic, economic, commercial, financial and management cases).</p>	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 08 06 2021
Resources & Development	Corporate Services -Human Resources	AVC Wise Limited	Essex	01 07 2021 - 30 06 2024	The Council were offered a reduced fee rate from 4.5% to 4% if all Tees Valley Councils were signed up to the shared cost scheme. The last two Councils are signing up from early July 2021 (specific date to be confirmed) which meant Hartlepool would only have a few months at the reduced rate. Following negotiation with AVC Wise all 5 Councils will run a new contract with the reduced 4% rate for a 3 yearly term.	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 08 06 2021

Extension Information

Dept.	Service Unit	Company Name	Company based at	Duration	Description	Approval
Neighbourhoods & Regulatory Services	Engineers, Traffic & Transport, Housing, Estates and Building Design & Construction	Graitec Autodesk	Southampton	05 02 2021 – 04 02 2022	Request to extend our subscription with our current supplier for a further year. Our current supplier has provided the lowest priced quotation since we first went onto a subscription based service a number of years ago.	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 25 01 2021
Neighbourhoods & Regulatory Services	Traffic & Highways	Confirm Solutions Ltd	Chatham, Kent	01 02 2021 – 01 02 2024	Hartlepool have employed CONFIRM as its tool for 20 years and is firmly embedded into Highway procedures. Costs to replace this system with a full equivalent would be approx. 2.5 to 3 times the current annual cost plus annual maintenance thereafter.	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 01 02 2021
Neighbourhoods & Regulatory Services	Public Protection	Durham County Council	Durham	01 04 2021 – 31 03 2022	This contract is for the specialist metrology services – statutory obligations under the Weights & Measures Act 1985. Due to Covid-19 Durham CC have not been in a position to deliver the contract in 2020/21 and therefore it was requested that it is rolled over into 2021/22	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 08 02 2021
Adults & Community based Services	Preventative & Community based Services	Just Heat – Hartlepool Meals on Wheels (t/a Billie May's Bistro	Hartlepool	08 03 2021 – 02 04 2021	The current contract provides 50 Clinically Extremely Vulnerable people (CEV) and vulnerable adults with a hot meal 4 times a week and is scheduled to run for 6 weeks so covering the lockdown period. It is proposed that we extend this contract to providing an additional 35 individuals with a hot meal 4 times a week, extending the duration by 4 weeks to the end of March.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 10 02 2021
Neighbourhoods & Regulatory Services	Traffic & Highways	Middlesbrough Labs (MBC)	Middlesbrough	01 02 2021 – 02 01 2024	Middlesbrough Labs (Tees Valley Measurement) have been used by all Tees Valley Councils for services such as measurement of carriageway skid resistance, materials testing for section 38 new build sites (inc sub base, base course and binder layers), California Bearing Ratio (CBR) subgrade tests for roads and pavements and calibration of winter gritting vehicles / salt testing. These services have been used by all Tees Valley members since the break up of Cleveland County whereupon the lab services remained with Middlesbrough Council.	Request Approved by Tony Hanson, Chris Little & Hayley Martin on 10 02 2021
Adults & Community based Services	Adult Social Care	Buddi Limited	London	01 03 2021 – 28 02 2022	The approach to assistive technology/ digital strategy is currently being reviewed but this will not be in place to procure providers before March 2021. Therefore a 12	Request Approved by Jill Harrison,

					month extension for the provision of personal emergency response services and replacement of 3 kits has been requested	Chris Little & Hayley Martin on 25 02 2021
Public Health	Public Health	Slainte Chugat Ltd	London	26 02 2021 – 23 04 2021	Mass testing site has been established however this contract needs extending as there is further work required to ensure that community testing is in place for the next few months – in line with government requirements	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 08 02 2021
Children's and Joint commissioning Services	Children's & Families - Youth Justice Service	Alliance Psychological Services Limited (Mindful North East CIC)	Stockton-On-Tees	01 04 2021 – 31 03 2022	It has not been possible to issue a formal tender to re-procure this service due to the uncertainty of the funding but also due to COVID 19 and the risks the situation is presenting. It is felt necessary to continue the Emotional Wellbeing Service for Parents for a further 12 months to ensure families are provided with consistent therapeutic support in order to further mitigate risk	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 10 03 2021
Children's & Joint Commissioning Services	Children's & Families Youth Justice Service	Alliance Psychological Services Limited	Stockton-on-Tees	27 05 2021 – 31 03 2022	It has not been possible to issue a formal tender to re-procure this service due to the uncertainty of the funding but also due to COVID 19 and the risks the situation is presenting. It is felt necessary to extend the therapeutic support to vulnerable children and young people and/or families who were at risk of, or who were involved in criminal activity, by a further 12 months this will also help consolidate further the work already undertaken	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 19 03 2021
Adult & Community Based Services	Preventative & Community Based Services	Capita Business Services Limited	Essex	01 04 2021 – 31 03 2022	This use of the library management system will need to be extended for a further 12 months to give time for a full review of the existing system to take place. This review will identify if a new system should be purchased or if the current system can be upgraded to meet future requirements.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 19 03 2021
Adult & Community Based Services	Adults Commissioning	Creative Support Limited	Stockport	01 04 2021 – 31 03 2022	The current Agreement between the Council and Creative Support for the provision of supported accommodation to adults (male or female) with a diagnosed mental health condition(s). Service expired on the 31 st March 2019, however the service is currently in the final year of a 2 year extension period which will terminate on the 31 st March 2021. It is not been possible to re-procure due to the current pandemic we feel it would not be appropriate to re-tender the contract at this time, therefore, an additional extension is requested for 1 year.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 19 03 2021

Adult & Community Based Services	Adults Commissioning	Stroke Associated Limited	Gateshead	01 04 2021 – 31 03 2023	The current Agreement between the Council and The Stroke Association for the provision of the Care Support & Welfare Navigation Service commenced on 1st April 2019 for a period of two years up until the 31st March 2021. This contract does not include an option to extend. In 2019 when the contract went out to tender, only the Stroke Association tendered for the contract therefore there does not appear to be any viable competition for this contract.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 19 03 2021
Adult & Community Based Services	Adults Commissioning	Incontrol-able CIC	Hartlepool	01 04 2021 – 31 03 2022	The current provider has provided a social inclusion through technology service since 1 st November 2016. The proposal is to extend the current contract for 1 year, at the same cost to address the issues highlighted through Covid of digital inclusion and exclusion.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 24 03 2021
Children's & Joint Commissioning Services	Children & Families	Changing Futures (North East)	Hartlepool	01 07 2021 – 30 06 2022	Changing Futures currently deliver a mentoring service on behalf of Hartlepool Borough Council and have done successfully for the past 6 years Extending this contract for a further 12 months will allow families to continue to access the much needed support	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 31 03 2021
Adult & Community Based Services	Adult Social Care	OLM	Middlesex	Over 4 years	Upgrade the current Adult Social Care 'Care Management' system, CareFirst 6, to the latest OLM version, CareFirst 7 (Eclipse). One-off capital costs to cover the implementation and migration of the upgraded system, this is being split over 4 years. The department-wide system needs to be upgraded, having last had a significant upgrade in 2011.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 08 04 2021
Public Health	Public Health	Slainte Chugat Limited	London	24 04 2021 – 31 10 2021	Mass testing site has been established however this contract needs extending as there is further work required to ensure that community testing is in place in line with government requirements.	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 12 04 2021
Resources and Development	Corporate Services Communications and Marketing	SD Advertising	Ryton, Tyne & Wear	26 04 2021 – 21 06 2021	Having recently completed a successful multi-channel media campaign with SD Advertising to promote key Covid-19 messages. Given their proven track record and the excellent working relationship that we have developed, it would assist us in getting across our messages to local residents and businesses if we could work with them again on the proposed new campaign.	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 13 04 2021

Adult & Community Based Services	Adult Commissioning	Just Checking Limited	Warwickshire	01 05 2021 – 30 04 2022	The provision of equipment and activity monitoring service is currently held by Just checking Limited. We are looking to extend the contract for one year. We are currently reviewing our approach to assistive technology/ digital strategy but this will not be in place to procure providers before May 2021.	Request Approved by Jill Harrison, Chris Little & Hayley Martin on 23 04 2021
Public Health	Public Health	Fiona Day Consulting Limited	Leeds	May 21 – 6 sessions	Coaching/ leadership sessions for Director of Public Health as per requirement of new postholder into role. This was originally funded via PHE however it is felt that a further 6 sessions are required to ensure maximum benefit. It is a requirement of the council to ensure that the Director of Public health has the required support/ induction and ongoing training as per the statutory role.	Request Approved by Sally Robinson, Chris Little & Hayley Martin on 05 05 2021
Neighbourhoods and Regulatory Services	Place Management Environmental Services	Suez Recycling and Recovery UK Limited	Berkshire	21 07 2025 – 31 03 2026	Hartlepool Borough Council, Middlesbrough Borough Council, Redcar & Cleveland Borough Council and Stockton on Tees Borough Council have an existing contract with SUEZ for the processing of Contract Waste. This contract was entered into on 21 July 1995 and runs to 21 July 2025. These Tees Valley Authorities along with Darlington Borough Council, Durham County Council and Newcastle City Council have joined together to create an opportunity for a contractor to design, build, operate and finance a new Energy Recovery Facility ("ERF") to be located in the Tees Valley. To ensure continuity of service until such time as ERF is fully operational it is necessary to extend the existing Suez contract up to 31 March 2026 in accordance with the contingency plan.	Request Approved by Denise McGuckin, Chris Little & Hayley Martin on 05 05 2021