

### Project title: Equality (£45K) & SNAP-ITS (£45k) projects for Young People

Date:	13/04/15	Supplier:	Allsorts, BME Young People, Extratime and Safety Net (SNAP-ITS interventions)
i.d.:	CP 81	Value:	90,000
Duration:	6 months	Strategic area:	Youth

#### Description

Equality projects in youth services

#### Reason summary

Want to award funding agreements directly to incumbents for up to 12 months. Youth services currently under review till Oct. Current arrangements are being reviewed for vfm. Review shd create prospectus for youth contracts by Oct 15, and implementation by 1 April 2016.

Reason category	3	Officer:	Chris Parfitt
CSO waived:	11		

### Project title: Independent Mediation

Date:	23/04/15	Supplier:	BHIMS (Brighton & Hove Independent Mediation Service)
i.d.:	CP 82	Value:	15,000
Duration:	1 year	Strategic area:	Tenancy Services

#### Description

Mediation service for council tenancy enforcement officers and housing tenants by not-for-profit organisation which the council accommodates at Ecclesden

#### Reason summary

Service is excellent; cost compares favourably with other local quotes obtained. Want to renew for a year while continuing to review.

Reason category	3	Officer:	Rachel Chasseaud
CSO waived:	10		

**Project title: Model evaluation for Early Help interventions**

Date:	27/04/15	Supplier:	Sussex University School of Psychology
i.d.:	CP 83	Value:	54,000
Duration:	2 months	Strategic area:	Childcare Quality

**Description**

Sussex University's intervention assessment model built in to the Stronger Families programme. Already trialled in Beating the Odds project for 10 months - has vfm (value for money) advantages as there's a cap on cost per day

**Reason summary**

Early intervention is the key to delivering the Children's Services value for money programme. There may be other assessment models, but we know that this one works very well for us. It will be designed so that BHCC can continue to deliver the service in-house.

Reason category	3,5	Officer:	Sarah Columbo
CSO waived:	11		

**Project title: Atrium asset management system**

Date:	29/04/15	Supplier:	Atrium
i.d.:	CP 84	Value:	60,000
Duration:	3 years	Strategic area:	Property Support

**Description**

The council's new asset management software system, purchased through a framework. Seeking a waiver to leave the framework and deal with Atrium direct

**Reason summary**

The framework is not benefitting the council (two years in), though Atrium's system is good. We want to leave and deal with Atrium directly, on better terms for the council. This option would secure better vfm than either staying with the framework or re-tendering.

Reason category	4	Officer:	Andrew Batchelor
CSO waived:	11		

**Project title: RISE service for LGBT survivors**

Date:	13/05/15	Supplier:	Rise
i.d.:	CP 85	Value:	100,000
Duration:	13 months	Strategic area:	

### Description

Accommodation and resettlement support for LGBT (Lesbian Gay Bisexual & Transgender) survivors of DVA (domestic violence and abuse) – a 15 month pilot with DCLG (Department for Communities & Local Government) £100k grant funding.

### Reason summary

The application for funding required identified partners as part of the bid – and Rise are already providing refuge accommodation and specialist LGBT support locally.. RISE as the current provider meet quality & delivery standards. This is a time-limited pilot for an innovative delivery model – a procurement process would not give best value.

Reason category 3 Officer: James Rowland  
CSO waived: 12

### Project title: Grand Parade Emergency Accommodation

Date:	19/05/15	Supplier:	Baron Homes
i.d.:	CP 86	Value:	59,150
Duration:	Approx. 2 months	Strategic area:	Temporary Accommodation & Allocations

### Description

Extension of existing Emergency Accommodation contract for 17-19 Grand Parade BN2 9QB for approximately two months to allow current tender to complete

### Reason summary

Emergency Accommodation contract is currently being tendered – we need two months grace to ensure alternative arrangements for current tenants should this contractor be unsuccessful or not bid. VFM: units cost = £27.78 per night, most of which can be reclaimed via Housing Benefit. Alternative would be to place displaced tenants in hotels at average cost of £60 per night which is often net cost due to difficulties in establishing a benefits claim

Reason category 9 Officer: Alan Davis  
CSO waived: 11

### Project title: Percival Terrace Emergency Accommodation

Date:	19/05/15	Supplier:	Helgor Trading
i.d.:	CP 87	Value:	73,500
Duration:	Approx. 2 months	Strategic area:	Temporary Accommodation & Allocations

### Description

Extension of existing EA contract for 3-5 Percival Terrace for 7 weeks to allow current tender to complete

### Reason summary

Emergency Accommodation contract is currently being tendered – we need seven weeks grace to ensure alternative arrangements for current tenants should this contractor be unsuccessful or not bid. VFM: units cost = £27.78 per night, most of which can be reclaimed via Housing Benefit. Alternative would be to place displaced tenants in hotels at average cost of £60 per night which is often net cost due to difficulties in establishing a benefits claim

Reason category 9                      Officer: Alan Davis  
CSO waived: 11

### Project title: Lower Rock Garden Emergency Accommodation

Date:	19/05/15	Supplier:	Lincar Investments
i.d.:	CP 88	Value:	50,200
Duration:	Approx. 2 months	Strategic area:	Temporary Accommodation & Allocations

### Description

Extension of existing EA contract for 4-5 Lower Rock Gardens for 2 months to allow current tender to complete

### Reason summary

Emergency Accommodation contract is currently being tendered – we need two months grace to ensure alternative arrangements for current tenants should this contractor be unsuccessful or not bid. VFM: units cost = £27.78 per night, most of which can be reclaimed via Housing Benefit. Alternative would be to place displaced tenants in hotels at average cost of £60 per night which is often net cost due to difficulties in establishing a benefits claim

Reason category 9                      Officer: Alan Davis  
CSO waived: 11

### Project title: Davigdor Rd Emergency Accommodation

Date:	19/05/15	Supplier:	Smile2Live
i.d.:	CP 89	Value:	60,840
Duration:	Approx. 2 months	Strategic area:	Temporary Accommodation & Allocations

### Description

Extension of existing EA contract for The Happy Cell (Smile2Live at 121-123 Davigdor Road BN3 1RE) for 2 months to allow current tender to complete

### Reason summary

Emergency Accommodation contract is currently being tendered – we need two months grace to ensure alternative arrangements for current

tenants should this contractor be unsuccessful or not bid. VFM: units cost = £27.78 per night, most of which can be reclaimed via Housing Benefit. Alternative would be to place displaced tenants in hotels at average cost of £60 per night which is often net cost due to difficulties in establishing a benefits claim

Reason category 9 Officer: Alan Davis  
CSO waived: 11

### Project title: Brunswick Terrace Emergency Accommodation

Date:	19/05/15	Supplier:	Baron Homes
i.d.:	CP 90	Value:	30,420
Duration:	Approx. 2 months	Strategic area:	Temporary Accommodation & Allocations

#### Description

Extension of existing EA contract for 68 Brunswick Terrace BN3 1NB for 2 months to allow current tender to complete

#### Reason summary

Emergency Accommodation contract is currently being tendered – we need two months grace to ensure alternative arrangements for current tenants should this contractor be unsuccessful or not bid. VFM: units cost = £27.78 per night, most of which can be reclaimed via Housing Benefit. Alternative would be to place displaced tenants in hotels at average cost of £60 per night which is often net cost due to difficulties in establishing a benefits claim

Reason category 9 Officer: Alan Davis  
CSO waived: 11

### Project title: Traffic Control Maintenance

Date:	19/05/15	Supplier:	Siemens
i.d.:	CP 91	Value:	302,250
Duration:	13 months	Strategic area:	Transport Asset & Network Management

#### Description

Extension of existing traffic signals and controller maintenance contract for 13 months to allow work on a future collaborative solution with ESCC (East Sussex County Council)

#### Reason summary

In the development stage of a collaborative working arrangement w/ ESCC - possible shared service agreement or framework. Discussions have taken longer than expected, and an ESSC decision-making delay meant that no tender begun in time. The service must be extended to ensure business continuity for Brighton & Hove. Discussions with ESCC are to be concluded shortly and a tender for the new contract due to start within the next 3 months (approx). A Contract Modification notice has been submitted to OJEU (Official Journal of the European Union)

Reason category 3 Officer: Jeff Elliot  
CSO waived: 12

**Project title: Inclusive children's clubs & holiday scheme**

Date:	20/05/15	Supplier:	Extratime Ltd (£86373); YMCA Downslink (£254270); BHIP (£17524)
i.d.:	CP 92	Value:	358,167
Duration:	18 months	Strategic area:	Child Development & Disability

**Description**

Inclusive weekend youth club (13-19); inclusive after school clubs (Hillside & Woodingdean) plus holiday play schemes and Inclusive holiday youth scheme (Crew Club & YMCA). Seeking 18 month extension of existing provisions pending service review, and to allow formal tender

**Reason summary**

Review of SEND Provision & Services plus further proposals to be put to Joint Children & Young People Committee summer term 2015. Likely to have major impact on services to be commissioned so formal procurement not a good use of resources at this time - will start as soon as the Committee has reached a decision. VFM: Full review of current specification and funding has been carried out and savings identified for the waiver period. Will be monitored by Contracts & Performance Manager supported by CP.

Reason category 3 Officer: Vanessa Barnard  
CSO waived: 12

**Project title: Counselling, Advocacy and Family Support**

Date:	20/05/15	Supplier:	Impact Initiatives (£28,500); Mind in Brighton & Hove (£41,139); Safety net Ltd (£60,209) and YMCA Downslink Group (£72,900)
i.d.:	CP 93	Value:	203,003
Duration:	18 months	Strategic area:	Child Development & Disability

**Description**

Counselling service; advocacy service; three posts of Family Support Workers in Community CAMHS team focussing on early intervention work. Seeking 18 month extension of provision pending service review and to allow formal tender.

**Reason summary**

Review of SEND Provision & Services plus further proposals to be put to Joint Children & Young People Committee summer term 2015. Likely to have major impact on services to be commissioned so formal procurement not a good use of resources at this time - will start as soon as the Committee has reached a decision. VFM: Full review of current specification and funding has been carried out and savings identified for the waiver period. Will be monitored by Contracts & Performance Manager supported by CP.

Reason category 3 Officer: Vanessa Barnard

CSO waived: 12

**Project title: Multi Operator Bus Ticketing**

Date:	11/06/15	Supplier:	Brighton & Hove Bus and Coach Company
i.d.:	CP 94	Value:	90,000
Duration:	2 years 4 months	Strategic area:	Sustainable Transport

**Description**

Opening up Go-Ahead (B&H Buses parent co) ITSO smart card system to The Big Lemon and Compass Travel. Many benefits to bus users. Set up cost: £90k. Department of Transport (Dft) £71k grant plus £20k from council's Bus Service Operators Grant - also from DfT. No future financial commitment for the council. Logical to direct award to B&H Buses rather than run a tender - they are the main bus provider for Brighton & Hove and they have smart ticketing infrastructure & knowledge in place. Also allows speedier implementation - time constraints with funding

**Reason summary**

Grant funded extension of service to disadvantaged areas and supported bus routes - awarded to existing provider for systems compatibility, saving money and time compared to tender process and avoiding costs and risks that would be inherent in any implementation by a third party

Reason category	4	Officer:	Emma Sheridan
CSO waived:	12		

**Project title: School bus 72 to Longhill School Rottingdean: Schedule 9814**

Date:	30/06/15	Supplier:	Brighton & Hove Bus and Coach Company
i.d.:	CP 95	Value:	45,000
Duration:	6 + 4 months	Strategic area:	School Transport

**Description**

Return journey Whitehawk-Longhill, double-decker on schooldays

**Reason summary**

Review of bus services to schools shortly to start, so short contract needed (2 terms + 1) to give flexibility to implement changes. No other operator interested. Have negotiated a reduction in price per pupil for Key Card (scholar bus pass).

Reason category	4	Officer:	Wendy Ellis-Martin
CSO waived:	11		

**Project title: School bus 72 to Longhill School Rottingdean: Schedule 9817**

Date:	30/06/15	Supplier:	Brighton & Hove Bus and Coach Company
i.d.:	CP 96	Value:	45,000
Duration:	6 + 4 months	Strategic area:	School Transport

#### Description

Return journey Whitehawk-Longhill, double-decker on schooldays

#### Reason summary

Review of bus services to schools shortly to start, so short contract needed (2 terms + 1) to give flexibility to implement changes. No other operator interested. Have negotiated a reduction in price per pupil for Key Card (scholar bus pass).

Reason category	4	Officer:	Wendy Ellis-Martin
CSO waived:	11		

#### Project title: Fashion Africa Community Engagement Facilitator

Date:	30/06/15	Supplier:	Sarah Naomi Lee
i.d.:	CP 97	Value:	9,000
Duration:	36 days	Strategic area:	Libraries & Museums

#### Description

Community engagement work relating to a forthcoming temporary exhibition at Brighton Museum & Art Gallery (Fashion Cities Africa) and museum collection project. Includes leading a community engagement initiative and advising on the development and delivery of a volunteer project and training programme aimed at building capacity and a sense of cultural ownership amongst members of BME communities

#### Reason summary

The success of this piece of work depends upon expert knowledge of BME communities in the B&H area and their heritage needs. Sarah Naomi Lee has worked on heritage projects with BME communities for many years, including as treasurer of Black Brighton Project and also undertakes consultancy work for the Heritage Lottery Fund. Her expertise is unique in the city and her involvement in the project will ensure high levels of participation by members of BME communities in the project activities and that activities are specifically tailored to identified skills gaps. Day rate of £250 is standard for this sector.

Reason category	5	Officer:	
CSO waived:	10		

#### Project title: Royal Pavilion Estate Capital Project Phase 1

Date:	06/06/2015	Supplier:	Perfect Moment
i.d.:	CP 98	Value:	20,000



**Duration:** 3 months approx      **Strategic area:** City Regeneration

**Description**

Comprehensive review of RPE Capital Project Phase 1 Brighton Dome draft business plan to fulfil HLF Round 2 bid requirements

**Reason summary**

Bid for funding round 2 - deadline October for comprehensive review of draft business plan submitted in round 1. Perfect Moment prepared this and has been involved with the project for four years. There would be cost and time implications involved in tendering for a new contractor and bringing them up to speed.

**Reason category** 2,5      **Officer:** Richard Davies  
**CSO waived:** 10

**Project title:** Royal Pavilion Estate Capital Project Phase 1

**Date:** 06/06/2015      **Supplier:** Feilden Clegg Bradley Studios  
**i.d.:** CP 99      **Value:** 20,000  
**Duration:** 3 months approx      **Strategic area:** City Regeneration

**Description**

Preparation of Conservation Plan for the RPE Capital Project Phase 1 Brighton Dome to fulfil HLF Round 2 bid requirements

**Reason summary**

Bid for funding round 2 - deadline October for comprehensive review of draft business plan submitted in round 1. FCBS prepared some of the required information for the Conservation Plan as part of their previous commission for design and planning submission for the scheme. Engaging them to re-use their previous work and extensive knowledge will save time and cost. A previous informal estimate for the preparation of a Conservation Plan was for £30-40k.

**Reason category** 5,6      **Officer:** Richard Davies  
**CSO waived:** 10

**Project title:** Royal Society for Public Health Accredited Health Improvement Training courses

**Date:** 06/06/15      **Supplier:** Lauren Deighton Consulting; Liz Dean Consultancy  
**i.d.:** CP 100      **Value:** 19,000  
**Duration:** 8 months      **Strategic area:** Public Health Commissioning

**Description**

RSPH accredited courses: Award in Health Awareness; Understanding Health Improvement; Understanding Behaviour Change. Initial program ran til Dec 15, we are seeking extension of these popular effective and underpinning health training courses.

#### Reason summary

The courses are administered (and funded separately) by the Workforce Development Team. The contracts have differing end points so we seek to combine the contracts and align the end dates to 31 March 2016. This will provide a solid period for the courses to run and the evaluation due in June 2015 will inform the options going forward from 1/04/15. Current trainers responded to ITQ in 2014 and are delivering 3 of our public courses. Seeking contract extension to continue popular & effective courses till March 31 2016. Evaluation in June 2015 to decide options going forward from 01/04/16.

Reason category 4 Officer: Becky Woodiwiss  
CSO waived: 10

#### Project title: WiSE specialist services for children and young people

Date:	06/06/15	Supplier:	WiSE (What is Sexual Exploitation)
i.d.:	CP 101	Value:	30,000
Duration:	1 year	Strategic area:	Children's Health, Safeguarding & Care

#### Description

WiSE (What is Sexual Exploitation) is part of the Downslink YMCA group and works with 13-25 year olds who have experienced, are experiencing, or are at risk of sexual exploitation

#### Reason summary

£10, 000 p.a. x 3 yr Children's Services funding was agreed as part of Comic Relief funding. Waiver is required to increase this to £30k for 2015-16 to fund the current 22hr a week part-time worker. Sussex Police funding has been withdrawn for 14/15. Plan to join with Sussex Police and E & W SCC to commission a joint specialist CSE & Independent Return Interview service from 16/17. This should result in a more robust and better resourced provision being available to the children and young people.

Reason category 3 Officer: Deborah Austin  
CSO waived: 11

#### Project title: Refuse collection vehicle purchase

Date:	09/07/15	Supplier:	DT Green
i.d.:	CP 102	Value:	75,058
Duration:	One-off purchase	Strategic area:	Fleet

#### Description

One second-hand, 7.5k refuse collection vehicle. Registered early this year, low mileage, with Euro Six engine and to our specification. 3

years full warranty, for delivery in early August 2015

**Reason summary**

There is a cashable saving of £34,866, lifecycle costing. Second-hand refuse collection vehicles in this condition (ex demo model) are rarely available. Long lead times for purchase of new vehicle of same spec (26 weeks). This vehicle we can have by early August 2015 which will save on hire costs of £600p.w.

Reason category      4                                      Officer:                      Dennis Rimmington  
 CSO waived:          12

**Project title: Council Tax and Business Rates Bill Printing**

Date:	09/07/15	Supplier:	Computastat
i.d.:	CP 103	Value:	110,000
Duration:	2 years	Strategic area:	Revenues & Benefits

**Description**

Council Tax and Business Rates bill printing: Council Tax Reduction notices and matching into one envelope where appropriate

**Reason summary**

The work is complex and full-on from December to April - not enough resources to scope out a specification and go to market at a time of change and welfare reform. Computastat give us a very good bespoke service with fixed unit costs since Nov 2008. We will scope and aim to tender this services in 2017 in time for a 2018 start.

Reason category      3                                      Officer:                      Nicky Donaldson-Aldis  
 CSO waived:          12

**Project title: EasyLink & related Bus services**

Date:	15/07/15	Supplier:	Community Transport (CT) Brighton, Hove & area
i.d.:	CP 104	Value:	107,000
Duration:	7 + 5 months	Strategic area:	Integrated Client Transport

**Description**

Accessible, safe and affordable transport for community groups, voluntary sector organisations and individuals with mobility difficulties.

**Reason summary**

This is the only community transport provider of this type licensed in B&H area so tendering may well not be effective use of council resources. Also we need to establish a formal contract asap so believe that best vfm will be achieved through direct negotiation with CT. The current

rolling contractual arrangement has not been reviewed for 7 years. Have now been reviewed and BHCC has secured 'in principle' agreement w CT to make significant savings in the 15/16 financial year compared to current costs. Will also increase efficiency by co-commissioning with the CCG (Clinical Commissioning Group). Net reduction of £70,500 in cost for this year. End date of Mar 16 + 5 month extension will give CCG and the council time to review community transport in the city overall and decide on future policy and funding, and market test with a view to start new arrangements between Apr - Sep 16. Alternatively, may decide to cease funding this service.

Reason category 4 Officer: Richard Denyer-Bewick  
 CSO waived: 12

**Project title: Free Swimming - Freedom Leisure**

Date:	29/07/15	Supplier:	Freedom Leisure
i.d.:	CP 105	Value:	324,000
Duration:	3 years	Strategic area:	Sports Facilities

**Description**

Variation of the contract with Freedom Leisure to enable the continuation of the free swimming for young people

**Reason summary**

Existing contractor best (and only contractor) placed to continue providing the current free swimming service

Reason category 4 Officer: Toby Kingsbury  
 CSO waived: 12

**Project title: Early Help Family Coach for City Centre Schools**

Date:	23/08/15	Supplier:	City Centre Partnership for Education
i.d.:	CP 106	Value:	£37,000
CSO waived:	11	Strategic area:	CS – Childcare Quality

**Description**

Supply of funding to ensure the continuity of 2 SO1/2 posts for one year to deliver whole family working for SFSC eligible families in Hove area where there is persistent absence.

**Reason summary**

CCPE already providing service, built up trusting relationships with schools and families. Part funded via schools.

**Reason category**

Award with no tender; Specialist

Project title: Early Help Coordinators Safety Net

Date:	23/08/15	Supplier:	Safety Net
i.d.:	CP107	Value:	£74,000
CSO waived:	11	Strategic area:	CS – Childcare Quality

#### Description

Supply of funding to ensure the continuity of 2 SO1/2 posts for 1 year to deliver whole family working for SFSC eligible families in Hove area where there is persistent absence.

#### Reason summary

Enables vital service of Early Help Safety Net coordinators to continue. Funding underpins the running costs of over all of the SFSC programme. Looking to move to income generated funding after this one-off payment

#### Reason category

Award with no tender; Specialist

Project title: Health Improvement (Gypsies & Travellers)

Date:	01/09/2015	Supplier:	Friends, Families & Travellers (FFT)
i.d.:	CP 108	Value:	£12,000
CSO waived:	11	Strategic area:	PH Commissioning

#### Description

Outreach service to develop health awareness, health promoting skills and health improvement in B&H Gypsy and Traveller communities. Part-funded by Public Health

#### Reason summary

Current pilot health improvement results v positive - want to continue and expand service. Seeking waiver to award directly to FFT as they are accepted and trusted locally. Will also allow time for discussions.

#### Reason category

Award with no tender; contractor

Project title: Public Health Library & Health Promotion Resources Service

Date:	01/09/2015	Supplier:	Brighton & Sussex Uni Hospitals (BSUH) Library & Knowledge Service
i.d.:	CP109	Value:	£177,500
CSO waived:	12	Strategic area:	PH Commissioning

### Description

A public health intelligence service (Specialist Librarian) for the PH Directorate (based in KH). A Health Promotion resource service to support the city's wider workforce involved in health and wellbeing.

### Reason summary

Extension of current contract – the information service (which informs planning, policies and commissioning can only be provided by BSUH library and knowledge service. The shared base at the RSCH Postgraduate Medical Library accommodates the storage and processing of the Health Promotion Resources Service. Redevelopment of the service specification will provide better vfm by combining the two current contracts and the work being delivered at a senior specialist level.

Reason category Award with no tender; specialist

Project title: Sussex Homemove Interim Contract

Date:	01/09/2015	Supplier:	Locata Housing Services
i.d.:	CP110	Value:	£ 434,714
CSO waived:	12, 16.3	Strategic area:	Housing Strategy

### Description

BHCC is programme lead for a pan-Sussex Choice-based Lettings (CBL) scheme (11 LAs, 4 registered providers). BHCC has an ICT platform contract with Locata Housing Services. Scheme members gain access to the ICT platform through a partnership scheme protocol for the Sussex Homemove partnership.

### Reason summary

Seeking an interim two year contract pending full re-tender on legal advice. Re-tender may entail change of system – requires extensive planning. Cost & operational implications for a re-tender without complete re-assessment, market testing & planning. Services provided: advertising & letting social housing; mutual exchange support; Homelessness Prevention & Advice service; Letstart support; Review Manager.

### Reason category

Award with no tender; specialist

Project title: Gas Servicing, Maintenance & Repairs

Date:	02/09/15	Suppliers:	British Gas t/a PH Jones, Mears Ltd
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i.d.:	CP111	Value:	£ 1,833,333
CSO waived:	9, 16.3	Strategic area:	Housing Partnering & Performance

### Description

Gas servicing, maintenance, repairs & installations for the Housing Revenue Account (HRA) properties owned by BHCC

### Reason summary

Procurement for new contract is due to be completed mid December 2015. Do not want to award in midwinter: this service is part of councils statutory landlord duty, demand increases in the winter, there will be transfer of staff and new premises set up, so extension requested to 01/02/15

### Reason category

Other: extension of contract

### Project title: SAP Business Objects products & services

Date:	10/09/2015	Supplier:	SAP (thro iTelligence - SAP business partner and reseller)
i.d.:	CP112	Value:	£346,795
CSO waived:	12	Strategic area:	ICT

### Description

Software licences and support with bundled training and professional services for implementation

### Reason summary

SAP Compliance indicated that the council were non-compliant in our licensing position and that becoming compliant would cost us £1.25 million (including 5 years back pay). The council has negotiated with them and instead of pursuing a legal solution they have offered us the 'opportunity' to buy into a new compliant licensing agreement covering both our existing needs including our upgrade to X1 r4 and other strategic 'aspirational' areas. This is at an initial price of £250,000 for licensing and an increase in annual maintenance from £41k to £96k.

### Reason category

Award with no tender; supplier

### Project title: University Chlamydia Screening & CASH Service

Date:	14/09/15	Supplier:	Brighton University Students Union
i.d.:	CP113	Value:	£30,000

CSO waived: 11 Strategic area: PH Commissioning: Health Promotion

### Description

Targeted interventions to promote good sexual health among students at Unis of Brighton and Sussex, increasing knowledge, awareness and skills, timely access to testing and treatment and resources

### Reason summary

Due to admin error this contract was not reviewed when it came to the LA from PCT. Other sexual health promotion and HIV prevention contracts were reviewed and will run till 31/03/16, when council will go out to market for full range of future sexual health promotion & HIV prevention. BSU is well acknowledged and trusted provider, best placed to target student population on and off campus. Seeking waiver to extend to bring in line with other contracts for full review.

### Reason category

Award with no tender; contractor

### Project title: Performance and Risk Management System

Date:	14/09/15	Supplier:	CAMs Management Solutions
i.d.:	CP114	Value:	£61,812
CSO waived:	11	Strategic area:	Performance Improvement & Programmes

### Description

CAMs Management Solutions provide Interplan, the councils performance & risk m't system; it was purchased after a competitive process in 2009; it is externally hosted. Interplan provides: performance indicator (KPI) design, data capture and reporting functionality at Corporate and Directorate levels; business planning tools including action and task progress capture against Directorate/Service plans; risk management process design, progress captures and reporting. Is used across council by c. 350 users. It drives corporate performance reporting to senior management, ELT, members and Audit & Standards Committee.

### Reason summary

Extending contract for a further 3 years from 2017 to 2020 is believed to provide vfm because:

1. CAMS unit cost is similar to that of the 2 other organisations capable of delivering similar functionality and we have negotiated this figure down for direct purchase.
2. We already use this, staff familiar, no training costs and positive feedback from users.
3. CAMs have offered incentives including reduced cost; they are familiar with our requirements and culture.
4. CAMs have consistently upgraded Interplan to keep pace with developments in this area and are committed to four software releases a year (2 major upgrades and 2 minor fixes) It is there fore not cost effective to tender for this software as it would incur unnecessary costs and involve extensive officer resources.

### Reason category



Award with no tender; supplier

**Project title: Brighton & Hove Community Health Fund – retrospective waiver**

Date:	14/09/15	Supplier:	Brighton & Hove Community Health Fund
i.d.:	CP115	Value:	£60,000
CSO waived:	11	Strategic area:	PH Commissioning

**Description**

A small grant investment programme for health focussed community projects and activities. Delivered by a partnership between Sussex Community Foundation and Community Works, it includes development support to the groups, a citizen's decision making panel and evaluation of the impact of the initiatives.

**Reason summary**

This CHF programme represents good vfm: Sussex Community Foundation match funds this by a quarter (sic) from legacies, bequests and benevolent funds; the development support invested into this Programme helps build community capacity, knowledge and skills amongst the small organisations and the provider is able to link projects and activities into other city initiatives for communities of interest, place and identity. The contract assures that the larger proportion of the funding goes directly to community groups. The waiver seeks to extend this contract from 1 May 2015 to 31 March 2016. Commissioning options will be considered in light of the annual evaluations and Council Community & Third Sector Commissioning Prospectus

**Reason category**

Award with no tender; supplier

**Project title: Disabled Access Equipment**

Date:	18/09/15	Supplier:	Southern Mobility Services
i.d.:	CP116	Value:	£13,340p.a.
CSO waived:	11	Strategic area:	Facilities & Building Services

**Description**

To maintain and service all disabled access equipment installed within Social Care premises, including bath and bed personnel hoists, stair lifts and hoists

**Reason summary**

This work was included in the Corporate lift and hoist service and maintenance contract. The contract is being novated from Universal Lifts to Classic lifts following a merger. The work does not fit with Classic.s core service and the approached us to omit it from the contract; they would

reduce their contract value by £60k p.a. We have negotiated with a local company who used to hold the social care contract prior to the rationalisation of contracts in 2013. They will carry out our specification requirements for £13,340 p.a. giving a saving in this current financial year of £19,882.30 and £30,581 for each of the full financial years 16/17 and 17/18.

#### Reason category

Award with no tender; Specialist

#### Project title: Cityclean radio system

Date:	01/10/2015	Supplier:	Comcir
i.d.:	CP117	Value:	£43,644
Duration:	1 Oct 2015 for 1 year	Strategic area:	Cityclean

#### Description

Provision and maintenance of a fixed and mobile radio system across Brighton & Hove for City Clean and Emergencies & Resilience teams

#### Reason summary

Following a tender for a new contract to provide a digital radio system the contract was found to be unworkable due to technical and ICT issues, so was not awarded. An extension with the current provider for 12 months at a reduced rate was negotiated, giving a saving of £36,156 over the old contract, and giving time for the technical issues to be resolved.

Reason category 4 Officer: Mike Moon

CSO waived: 11

#### Project title: Client Transport Scheduling software

Date:	02/10/2015	Supplier:	Trapeze & ESCC
i.d.:	CP117	Value:	£59,000
Duration:	8 Nov 2015 for 1 year	Strategic area:	ASC

#### Description

ICT Partnership/SLA with ESCC to gain access to their client transport scheduling software instead of going out to procure. This software will support Business Process Improvement within the newly formed Integrated Client Transport Unit (ICTU) allowing centralization and streamlining of client transport.

#### Reason summary

This has been subject of comprehensive study by Programme Management Board and consultancy by Ernst & Young. Recommendation is to go with one-off payment to Trapeze and rolling SLA of £6k pa with ESCC for maintenance. Advantages: leaves council in position to outsource if necessary, not tied in to 3 yr contract. Much cheaper (about 65%) than purchasing software outright and implementing. While a competitor (Mobisoft) did offer an outright purchase at £55k, that seemed an unfeasibly low price and would tie the council into at least 3 years contract. This will be approved (or cancelled) at the Corporate Modernisation Governance Board on 6 Nov. If approved, the contract will be signed on 6 Nov to commence on 8 Nov. There will be a phased delivery of initial software installation & training to be completed by 30/04/16. If not approved, it will be mothballed indefinitely.

Reason category 3,4

Officer: Richard Denyer-Bewick

CSO waived: 11

**Project title: Resource Allocation System (RAS)**

Date:	02/11/2015	Supplier:	FACE Recording and Measurement Systems
i.d.:	CP 119	Value:	£53,850
Duration:	1 year pilot + 2 yrs extn	Strategic area:	Children's Development & Disability Service

**Description:** Provision of an electronic Resource Allocation System (RAS) and related Child and Young Person's Needs Profile. Will be used to support assessment and resource allocation for children and young people

**Reason summary**

Direct award pending approval for one pilot year plus extension up to 2 years if successful. Further market assessment and benchmarking will be done during contract.

Reasons:

1. Market assessment indicates this product most suitable for council's needs
2. Supplier is providing a discount on standard terms of £31,150 over a three-year period as the council also uses the Adult Services RAS
3. Knowledge sharing between AS and CS should reduce cost of support and training
4. Allows easy data transfer from CS to AS and will aid planning & assessment of adults' eligibility;
5. Councils using the FACE RAS have reported that its use has enabled them to make substantial savings
6. Councils participating in the FACE CS RAS programme will be part of a collaborating group that co-develops a common approach to resource allocation and assessment for CS; FACE tools are accredited by DoHealth.

Reason category 3

Officer: Jenny Brickell

CSO waived: 11

**Project title:** High Risk Offenders supported accommodation

<b>Date:</b>	09/11/15	<b>Supplier:</b>	CRI High Risk Offenders Service
<b>i.d.:</b>	CP 120	<b>Value:</b>	£100,000
<b>Duration:</b>	2 years	<b>Strategic area:</b>	Adults Assessment – Housing Support

**Description:** Service users are referred by Probation Service after long prison sentences. Small (6 unit) supported housing provision for males considered to pose high risk to the public. The service also offers clinical supervision to staff and specialist training. Currently costs £60,000 pa.

**Reason summary**

This service is the only one of its type in the city, and highly valued by the Probation Service, part of a network of similar houses across Sussex all of which are managed by CRI. Thus house is able to run a reciprocal arrangement with the other houses ensuring that local offenders who are unable to be placed in the city are placed in other services.

Unlikely any alternative provider would want to bid for this given budget reduction and challenge of sourcing new accommodation.

Many risks associated with moving to less experienced provider. Risk of challenge v. low.

VFM: an agreement with Probation Service to provide a number of staff to the service three days a week means costs will be reduced.

Probation Service have also offered specialist training. Expected that price can be negotiated down below £50pa and provide vfm while maintaining a vital and unique service to the city. During waiver period will investigate with Probation Service and other Sussex authorities the possibility of a joint procurement plan to provide economies of scale and tackle the issues of a small scale service.

**Reason category** 4 **Officer:** Jenny Knight

**CSO waived:** 10

**Project title:** Greenways Guest House - supported accommodation for vulnerable young people

<b>Date:</b>	10/11/2015	<b>Supplier:</b>	Greenways Guest House
<b>i.d.:</b>	CP 121	<b>Value:</b>	£216,537
<b>Duration:</b>	20 months	<b>Strategic area:</b>	Children's' Health Safeguarding & Care

**Description** Greenways Guest House has been providing spot accommodation placements with support for vulnerable young people 16-18 years old to enable them to move on to more appropriate accommodation.

### Reason summary

We are getting good vfm with this service which has been operating on a spot purchase basis since April 2012. The rental rates have been favourably benchmarked with all comparable supported housing providers in B&H. The individual support to young people placed has been of a consistently high quality. The client group for this service consists of very hard to place young people who have not been able to engage or progress in other more costly care settings. This is a very effective service for a vulnerable client group. A longer term contractual arrangement is required as the provider needs more certainty to ensure that she remains in this business.

Estimated spend includes accommodation, support, insurance and repairs for 20 months plus cost of CCTV installation.

The council is participating in a regional project with SE authorities to explore joint procurement of social care and SEN placements. The scope of the projects, and whether this will include post-16-years supported accom is still under discussion. The procurement of this service will either form part of this regional project or will be tendered separately in 2016.

Reason category      3                                      Officer:                      Juliet Beach, Dermot Anketell  
CSO waived:            12

Project title: | 55 Drove Road – Building works

Date:	10/11/2015	Supplier:	Fowlers Building Contractors Ltd
i.d.:	CP122	Value:	£95,000
Duration:	6 weeks	Strategic area:	Education Capital Strategy

**Description**      55 Drove Road is a care home for children and young people with SEN & Disability. Building work is required to adapt office and outreach space on the ground floor to living space. This is to be allocated initially to a very challenging young person with the intention that it can be used for other young people in the future.

### Reason summary

This young person kicked another resident and staff consider there is a real risk of them continuing this behaviour, putting other residents at risk. To address the H&S and safeguarding issues the person needs to move out of the respite suite. Two options were considered: to place the young person out of the city (very expensive & disruptive to young person) or to undertake the works to enable them to stay at Drove Road but not in the respite suite. The best solution was to do the works, keep the young person at Drove Road and attending Downs View Link College, and hopefully prevent further deterioration of behaviour.

This needs to happen urgently: we propose a negotiation with local contractor against a specification and drawings. This contractor who has recently completed a refurbishment at the property is familiar with the building, the staff and the young person and fully understand the challenges raised by working in this environment.

A quantity surveyor will assist and enable us to demonstrate the achievement of best value. These works are of utmost urgency, and a waiver is sought to enable us by using a negotiated open book approach with a preferred supplier to reduce the time. The works will also enable

further savings by enabling us to bring children back into the city from expensive out-of-city placements. The priced contract docs are being checked by a cost consultant to ensure best vfm.

Reason category 3 Officer: Gillian Churchill  
CSO waived: 12

**Project title: B&H Syrian Vulnerable Person's Resettlement Programme Integration Support**

Date:	11/11/2015	Supplier:	Brighton Voices in Exile (BVIE)
i.d.:	CP 123	Value:	£50,000
Duration:	11/11/15 – 31/12/16	Strategic area:	PH – Cohesion Team

**Description** Provision of reception arrangements and 12 month integration support for beneficiaries of the programme coming to Brighton & Hove during phase one (arrivals on 2/12/2015)

**Reason summary**

The council is working to accept a number of families on this resettlement programme and would like to use part of the sum allocated by the Home Office per family to procure the services of Brighton Voices in Exile (BVIE) to provide integration support as well as administering other costs (e.g. furnishing of properties, payments to beneficiaries etc). They are the only local agency with the experience and capacity to provide this specialist support, having a decade of working with refugees, asylum seekers and other vulnerable migrants in Brighton & Hove, including people from war zones like Syria. None of the larger NGOs with this kind of field experience have offices or staff in the area.

We believe that BVIE represent the best vfm as there will be no start-up costs, we already have a working relationship with them, and they can harness considerable community and voluntary resources to assist refugees on the scheme through their connection with Christian churches and other faith communities.

We need to set up a contract with BVIE imminently as the first three households are expected to arrive on 2 December. We may receive more households over the coming 2-3 years and could vary the contract if this happens.

Reason category 4,5,8 Officer: Lucy Bryson  
CSO waived: 11

**Project title: Highways Promotions**

Date:	16/11/2015	Supplier:	Brighton Business Forum
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i.d.:	CP124	Value:	Concession up to £75k income p.a.
Duration:	3 year contract	Strategic area:	City Regeneration

**Description** Licences are currently issued for promotion of products and services on designated street sites in the city centre. A significant number of companies wish to promote their businesses through stalls etc but the process of applying for Promotion Licences is considered cumbersome. We seek to ease the process for businesses by appointing an intermediary organisation to liaise with and secure licences from the council (though they may charge a small fee for this service). 100% of the profits from this are to be ploughed back into activities that support the economic development of Brighton & Hove (the council itself is not allowed to make a profit from granting licences). The council wishes to confer a concession to the successful tenderer Brighton Business Forum giving them responsibility for the management of Highways Promotions on: New Road, Duke St, Ship St (top only), and George Street.

#### Reason summary

This concession services was tendered via the EU-Supply tender portal, plus alerts to the B&H Chamber of Commerce and the Brighton Business Forum. Only one tender was received, from the Business Forum. The Economic Development Manager Cheryl Finella and the Highways Enforcement Manager David Fisher met to consider the tender and agreed that the tender met the requirements of the Concession.

Reason category 1                                      Officer: Gillian Churchill  
CSO waived: 10

Project title: | Royal Pavilion Web Tickets

Date:	16/11/2015	Supplier:	Web Ticket Manager (WTM)
i.d.:	CP125	Value:	£2,000 p.a. estimated
Duration:	Rolling contract	Strategic area:	Education Capital Strategy

**Description** The Royal Pavilion & Museums would like to sell admission tickets via the Visit Brighton website. WTM will also provide this service for other destinations in the city as part of a one-stop-shop for the website. WTM charges an all inclusive fee of 12% of the ticket price; paying over the remainder to us on a monthly basis. We can cancel with 30 days notice at any time.

#### Reason summary

The Royal Pavilion is under pressure to increase income and visitor numbers, so opening up an additional sales channel via the Visit Brighton website would make a useful contribution. WTM provides that channel for all attractions in the city and we would not be able to appoint an alternative company to sell tickets on that site.

Reason category 4                                      Officer: Abigail Thomas

CSO waived: 10

**Project title: Literacy & Numeracy Support Service**

Date:	01/12/2015	Supplier:	Friends Centre, Brighton
i.d.:	CP 126	Value:	£50,000
Duration:	1 year from 01/04/15	Strategic area:	Adult Services

**Description**

This Housing-related Support Service provides literacy and numeracy teaching both one-to-one and in groups to individuals in hostels and supported accommodation.

**Reason summary**

All Housing Related Support Services are being re-tendered as part of a wide-scale review of these services. The literacy & numeracy service ended on 31 March 2015 and was due to be re-tendered. However in order to prioritise commissioning resources to higher value re-tenders, officers recommend negotiation with the current providers for a year's extension.

The Friends Centre provides an excellent service and has provisionally accepted a reduction from £60k p.a. to £50k p.a, bringing it into line with the reduced budget available. In addition it has come up with innovative ways of maintaining service provision at the current level.

Reason category 4  
CSO waived: 11  
Officer: Jenny Knight

**Project title: Seafront Investment – Landscaping & Public Realm: Piazza and Event Space**

Date:	01/12/2015	Supplier:	Terrafirma Landscape Architects
i.d.:	CP 127	Value:	£24,930 + VAT and expenses
Duration:	Dec 2015 – completion of landscaping works in 2016	Strategic area:	EDH

**Description**



Project Management and Lead Designer role for landscaping the area around the i360: pre tender, construction and post-construction phases.

#### Reason summary

This role required for the landscaping works adjacent to the i360 project requires an experienced and skilled lead designer capable of delivering complex design, tender and construction phases to the council's satisfaction. The lead designer for the project (Fiona Atkinson Ltd) was competitively procured to a BHCC brief but has had to leave the project team at short notice, creating an urgent need to fill this specialist role.

Terrafirma are local to the area, competitively priced (they are part of four public sector frameworks, two of them local). They have worked for WSCC and the South Downs National Parks Authority, and worked as part of the design team for the City College Pelham Street development. They are registered with ConstructionLine. Few firms offer a comparable level of expertise, skill and experience in this area.

Reason category      6                              Officer:                      Katharine Pearce  
CSO waived:            11

#### Project title: Gas Services for Housing (HRA) Properties

Date:	02/12/2015	Supplier:	British Gas t/a PH Jones
i.d.:	CP 128	Value:	£2,750,000
CSO waived:	6 months	Strategic area:	Housing

#### Description

Provision of gas servicing, maintenance, repairs and installations for housing properties owned by BHCC.

#### Reason summary

Procurement process for a new contract is under way (now awarded). The service is a statutory duty for the council as landlord and failure to fulfil it could endanger tenants. The new contractor will need to consult with leaseholders, transfer staff and set up new premises. It was felt that to do this in midwinter when demand for the service is at its highest could put tenants at risk, and it would be safer to extend the current contract up to 1 April 2016, giving the new contractor time to mobilise.

Legal Services concluded that although this extension is above the EU thresholds, there are sufficient exceptional circumstances for the risk of challenge to be low.

Reason category      9 - extension                              Officer:                      Sharon Davies  
CSO waived:            12



<b>i.d.:</b>	CP 131	<b>Value:</b>	£23,000
<b>Duration:</b>	1 year from 19/04/2016	<b>Strategic area:</b>	Financial Services

**Description**

To provide management and monitoring, technical support and advice in relation to concessionary travel reimbursement.

**Reason summary**

Extension of current contract to enable informed commercial negotiation of next reimbursement fixed deal with Brighton & Hove buses (current deal expires 31/03/17). Concessionary bus travel scheme has an annual budget of £10.8m - analysis of latest information during 2016/17 will determine the 2017/18 reimbursement and the potential for another fixed deal from April 2017. High financial value of negotiations means it would be beneficial to have continuity provided by current supplier. Provider has agreed a 10% reduction on cost for managing & monitoring (saving £1,900) and are holding their current hourly rates for technical support thus providing vfm

<b>Reason category</b>	3,9	<b>Officer:</b>	James Hengeveld
<b>CSO waived:</b>	10		

**Project title: Brighton Dome works – specialist Party Wall surveyor**

<b>Date:</b>	02/01/2016	<b>Supplier:</b>	Delva Patman Redler Chartered Surveyors
<b>i.d.:</b>	CP 132	<b>Value:</b>	£16,000
<b>Duration:</b>	Tbc – duration of works	<b>Strategic area:</b>	City Regeneration: Major Projects

**Description**

Provision of specialist Chartered Surveyors re Party Wall Act works relating to RPE Capital Project Phase 1 including refurbishment and development works to Brighton Dome

**Reason summary**

Contractor carried out initial assessment and advised on Party Wall Act issues during the scheme development up to RIBA Stage 3. Appointment for Phase 1 of RPE Capital Project has been on hold pending planning decision - now needs to be progressed asap. DPR are leading consultants in the field of Party Wall disputes (a boundary determination issue is crucial to the project), plus they will not need to be paid for reviewing project docs and familiarising themselves with site. Delay to this appointment could result in a requirement for late stage design changes, and further costs.

<b>Reason category</b>	3,5,9	<b>Officer:</b>	Richard Davies
<b>CSO waived:</b>	11		

**Project title: Children's Centre Management (ChildView)**

Date:	22/02/2016	Supplier:	CACI
i.d.:	CP133	Value:	10,450
Duration:	1 year 1 week	Strategic area:	Sure Start (CS)

**Description**

ChildView, implemented across Brighton & Hove Children's Centres in March 2013, is an information management system that holds data on registration at children's centres, attendances at groups and activities and allows staff to manage referrals and casework. It is used to run standard reports and send communications to parents/carers.

**Reason summary**

The council purchases other systems from CACI and has just purchased a hub module which will allow information to be shared across the different systems. The intention is to bring the timing of the separate contracts into line to see if savings can be made by a combined procurement exercise to take place early in 2017.

In addition a new data management system for early help is being procurement from a different provider. Once this is in place we will consider whether we still need a separate children's centre system. Extending the contract will give us time to assess this.

Reason category	3,5,9	Officer:	Caroline Parker
CSO waived:	10		

**Project title: Mortgage and Loan Agreements**

Date:	22/02/16	Supplier:	Gemini Consultants
i.d.:	CP 134	Value:	31,980
Duration:	4 years	Strategic area:	Financial Services

**Description**

Managing all aspects of the council's Mortgage and Loan book which includes records, calculating fees, scheduling, collecting and processing repayments, opening new accounts etc.

**Reason summary**

Gemini Consultants have provided a very good service for the last 17 years. The current value of the loans and mortgages administered (recording balances, administering fees and interest, processing payments and returns, opening and closing accounts) is in the region of £390,000 spread over 78 accounts. Gemini Consultants is regulated by the Financial Conduct Authority (FCA) and therefore meets the

requirements set out in Government guidance for Local Authorities. The Gemini team are CeMap qualified and each have over 15 years experience in the loan and mortgage industry. All the administration is carried out using software developed in-house by Gemini Consultants.

Bringing the service in-house is not an option as a dedicated officer with suitable qualifications would have to be employed at considerably increased cost. Expertise is lacking to manage such a post. Officers have looked for frameworks in place for this sort of service but have found none. The year on year increases applied to this contract are considered minimal compared to the level of expertise provided, and this proposed waiver is considered to secure best value for the council.

Reason category 5 Officer: Jane Strudwick  
CSO waived: 11

### Project title: Composting of Green Waste

Date:	29/02/16	Supplier:	KPS Composting Services Ltd
i.d.:	CP 135	Value:	21,000
Duration:	1 year	Strategic area:	Parks & Green Spaces

### Description

Shredding of green waste at Stanmer waste transfer station and then removal and composting at the contractor's facility

### Reason summary

It is intended to move the Cityparks yard (including waste transfer station) out of Stanmer, and the new site has not yet been chosen. It is anticipated that we will know within a year. Once the site has been decided upon we will know whether it is suitable for handling green waste in the same way or whether we will need to set up a different service. We do not believe we will get good value for money if we tender the contract without knowing what site the waste will be collected at, and whether or not that site will get a waste transfer licence. We believe that the best option is to extend the existing arrangements for another year.

The tonnage price would increase from £39 to £39.50 per tonne but bearing in mind that the contractor has held the £39 price for seven years this is not considered unreasonable.

Reason category 2,9 Officer: Rob Walker  
CSO waived: 10

Project title: Early Help Hub with Oasis (CVS provider)

Date:	3/03/2016	Supplier:	Brighton Oasis Project
i.d.:	CP 136	Value:	37,000
Duration:	1 year	Strategic area:	Family Information Service

Description

Extension of current contract with Oasis to provide a Parenting Worker at £37,000 p.a.

Reason summary

A full time, skilled and experienced parenting worker is essential to the Early Help cases forwarded from MASH (Multi Agency Safeguarding Hub). In the first year of operation this worker delivered the highest number of interventions in Brighton parenting work overall. The EHH (Early Help Hub) will be losing 1.5 workers due to budget reductions, and this worker will be an essential component of our reduced post-MASH response in 2016-17. Extending the current contract also offers value for money compared with bringing this worker into the council's internal management structure (the current worker is paid on a management scale by Oasis) or with employing a similarly senior and skilled parenting worker ourselves.

Reason category	3	Officer:	Mat Thomas
CSO waived:	11		

Project title: Early Help Hub with Safety Net (CVS provider)

Date:	3/03/2016	Supplier:	Brighton Oasis Project
i.d.:	CP 137	Value:	35,000
Duration:	6 months	Strategic area:	Family Information Service

Description

There is a contract with Safety Net to provide two Engagement Workers (SO1/2) for the Early Help Hub (EHH) to provide an essential first point of contact for families forwarded from the Multi Agency Safeguarding Hub (MASH) to Early Help. These workers enable the day to day operating capacity of the Early Help Hub, and their contract comes to an end on 31 March. We are seeking an extension of the contract for six months to 30 September to give us time to in-source (TUPE) both posts thus sustaining capacity and reducing costs.

Reason summary

We have agreed (with HR and Procurement) a process to re-shape the Early Help Hub delivery arrangements without undertaking unnecessary management of change or re-procurement exercises. Our intention is to work alongside Disability Services (Vanessa Barnard) who are also

seeking to in-source workers currently employed by Oasis to secure necessary services at a lower cost to the council. This saving will be part of the savings target for the EHH for 2016/17. The aim will be to complete the process as soon as possible; the six months will give us a margin of time to do so.

Reason category      3                                      Officer:                      Mat Thomas  
CSO waived:              11

**Project title: Partridge House Nursing Home**

Date:	8/03/2016	Supplier:	Tradstir Ltd (Partridge House)
i.d.:	CP 138	Value:	8,225,693
Duration:	5 years	Strategic area:	Commissioning & Performance (Adult Services)

**Description**

Nursing home for (mainly older) people with complex needs, including dementia. 38 beds (including one respite bed) are required to be available to eligible ASC users in B&H.

**Reason summary**

To secure local provision of scarce beds, at a cost that is affordable and demonstrates vfm There is a shortage of these beds within the city, leading to eligible clients being placed outside the area. A market testing opportunity advertised in Feb 2016 drew no responses. It is deemed necessary to secure these beds for Social Care clients at a price they can afford and to stabilise these reasonable prices for the next five years. The Partridge House service quality is good. The risk of challenge is assessed as low, and should another provider emerge with more beds in the area, we would be keen to secure those beds in addition to the 38 beds at Partridge House

Reason category      5                                      Officer:                      Jane MacDonald  
CSO waived:              12

**Project title: King Alfred Leisure Centre Roof**

Date:	8/03/2016	Supplier:	P H Beck Building Contractors
i.d.:	CP 139	Value:	235,000
Duration:	8-10 weeks	Strategic area:	Sports & Leisure

**Description**

To replace the swimming pool roof at the King Alfred Leisure Centre after it was damaged by Storm Imogen on 8 February.

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### Reason summary

Phase 1 of these urgent works (removal of damaged section and making safe – including scaffolding construction) has already been completed by PH Beck. Delay for a tender process for Phase 2 (full scale replacement of all the roof materials on top of the metal deck) risks further wind and rain damage to the partially covered roof plus internal damage to the facilities below including contamination of the pool. There is also the loss of income as long as the pool and gym remain closed.

A negotiated open book approach has been agreed by PH Beck to complete Phase 2. This approach is similar to a tender they were successfully appointed on previously for a schools framework with ESCC. P H Beck was awarded these works which were undertaken on an open book basis with value being checked and challenged by a Quantity Surveyor – this is the approach to be used for the roof replacement. The cost will be covered by the council's insurance (less excess payable estimated at around £200).

Reason category 7 Officer: Kerry Taylor  
CSO waived: 12

### Project title: Youth Services grants – BH Youth Collective

Date:	15/03/2016	Supplier:	Impact Initiatives
i.d.:	CP 140	Value:	424,000
Duration:	1 year	Strategic area:	Stronger Families, Youth & Communities

### Description

Delivery of the Services for Young People Strategy outcomes plus: open access youth work with evidence of impact on outcomes and vfm; neighbourhood-based delivery of services; liaison with Youth Service to deliver integrated care; engagement with Youth Council; maximising resources to target vulnerable young people; embedding of arts & culture activities, sexual health & substance misuse education and contraception provision within the service delivery

### Reason summary

To extend the current Youth Collective contract for a year. Youth Services are currently under review. A report went to the CYP&S Committee on 16/11/15, there is funding from the Cabinet Office to support evaluation of an ADM (alternative delivery model), and proposals from a number of consultants are being assessed. The aim is to have a functioning ADM up and running by April 2017. Members have requested that the existing contracts be extended. These contracts are being reviewed to maximize vfm and ensure key objectives as a condition of funding. The Youth Service will monitor the contract going forward.

Reason category 3 Officer: Chris Parfitt  
CSO waived: 12



**Project title: Youth Services grants – Equalities projects**

Date:	15/03/2016	Supplier:	Allsorts Youth Project, BME Young People's Project, Extratime Ltd, Safety Net
i.d.:	CP 141	Value:	90,000
Duration:	1 year	Strategic area:	Stronger Families, Youth & Communities

**Description**

Equality projects in youth services (£45,000), plus an intensive intervention project (SNAP-ITS by Safety Net) for vulnerable children experiencing negative life outcomes for 8-13 year old (£45,000)

**Reason summary**

To extend the current Youth Equalities Project (£45k) and the current SNAP-ITS intervention project (£45k) funding for up to a year while an ADM (alternative delivery model) for Youth Services is being scoped and implemented. The current contract arrangements are being reviewed to maximize value for money and ensure that key outcomes are being achieved as a condition of funding.

Reason category 3                                  Officer: Chris Parfitt  
CSO waived: 12

**Project title: Purchase of two second hand refuse collection vehicles**

Date:	17/03/2016	Supplier:	Dennis Eagle Ltd
i.d.:	CP 142	Value:	70,000
Duration:	One-off purchase	Strategic area:	City Clean (Fleet)

**Description**

Purchase of two second hand refuse collection vehicles for use on green waste collections - one vehicle to be front line vehicle and the other to be the spare, used when the first is out of action.

**Reason summary**

It is cheaper to buy two second hand vehicles (refurbished and guaranteed for six months) for £70k than buy one new vehicle for £152k. Average total lifecycle costs for new and second-hand vehicles have been calculated over the next 3 years at £32659 and £21,854 respectively. Also, the lead time for new vehicles is 6 months, and the vehicles need to be ready for use by April 2016

Reason category 4                                  Officer: Simon Cooper  
CSO waived: 11

Project title: Housing-related Support Services (see full table of contracts below)

Date:	18/03/2016	Supplier:	Brighton Housing Trust, Southdown HA, Brighton YMCA, Rverside ECHG, Sanctuary Supported Living, YMCA Downslink, Family Mosaic, Impact Initiatives, Money Advice Plus, Mears Home Improvement
i.d.:	CP 143	Value:	3,223,507
Duration:	4 months, 1 year	Strategic area:	Commissioning Housing Support

### Description

A raft of services supporting vulnerable people, many of whom have experienced homelessness or rough sleeping. The services support individuals to develop the skills they require to move on into independent living. These services include hostel accommodation, supported accommodation and floating support services. The Mental Health Accommodation (Brighton Housing Trust (BHT) and Southdown HA need extending till 31/07/2016, the others (Single Homeless Accommodation, Rough Sleepers Day Centre, Young People's Accommodation and advice, Money Advice, Home Improvement Support) all need extending till 31/03/2017.

### Reason summary

Resources didn't allow for timely re-tendering so these contracts are being extended in line with the procurement timelines. The Mental Health services tender should be evaluated and new services mobilised by 31 July this year, the rest in the period up to 31/03/2017. If these services were to cease for re-procurement there would be a hugely detrimental impact on the city and on other city service providers including police and hospitals. The services have been subject to budget restrictions in 2015/16, and the re-procurement needs time for negotiations with stakeholders and partner agencies. The waiver has been approved by ASC DMT. It is considered that the risk of challenge is mitigated by the existence of a staggered programme of procurement over the next year.

Reason category	3	Officer:	Jenny Knight
CSO waived:	12		

## Housing-related Support Services: Contract List

Provider	Services		Annual value on 31/3/16
<b>Mental Health Accommodation</b> - tendered services to mobilise May-June 2016			
Affinity Sutton	Improving Futures	Loss of 43 units; landlord withdrawing from sector.	£ 93,000
Brighton Housing Trust	Mental Health Supported Housing	72 units	£ 590,000
Southdown HA	Brighton Mental Health Service	51 units	£ 111,088
<b>Single Homeless Accommodation</b> - to be tendered from 2016-17 Quarter 1, extension required for full year to allow for staged mobilisation			
Hostels and high support			
Brighton Housing Trust	Phase One hostel	52-bed hostel	£ 506,394
Brighton YMCA	William Collier House 1-5 George Williams Mews	High level support in 96-bed and 25-bed hostels	£ 343,137
Riverside ECHG	St Patrick's Hostel	29-bed hostel with 3 Mi-Pods	£ 346,734
Single homeless medium support			
Brighton YMCA	6-7 George Williams Mews	37 medium support units	£ 117,275
Single homeless low support			

Provider	Services		Annual value on 31/3/16
Brighton Housing Trust	RSI (Rough Sleepers Initiative)	17 self-contained flats	£ 45,030
Brighton YMCA	Fred Emery Court Stanley Court Leslie Best House	74 units	£ 121,130
Sanctuary Supported Living	RSI	11 self-contained flats	£ 26,026
Southdown HA	The Southdown RSI	18 self-contained flats	£ 39,207
YMCA DownsLink	Goldstone Villas	16 units for homeless 16-30 year olds	£ 52,607
<b>Rough Sleepers Day Centre</b> - jointly commissioned by ASC/CCG. Discussing future commissioning and lead transferring to HRS/CCG.			
Brighton Housing Trust	First Base Day Centre	Advice, practical assistance, support with health and hygiene and referral to specialist services.	£ 57,160
<b>Young People's accommodation and advice</b> - to be tendered from 2016-17 Quarter 2			
Family Mosaic	Young Families Support Service	Dispersed supported accommodation for Teenage Parents	£ 120,688
Impact Initiatives	Stopover One Stopover Two	Accommodation for vulnerable young women with support needs	£ 134,700

Provider	Services		Annual value on 31/3/16
Sanctuary Supported Living	Brighton & Hove Foyer	Supported housing for Young People and former Rough Sleepers	£ 254,580
YMCA DownsLink	Lansworth House Gareth Stacey House	Two hostels for young people with total of 33 units	£ 265,674
YMCA DownsLink	Chris Batten House Eaton Place	21 units of low level support accommodation	£ 69,047
YMCA DownsLink	Young People's Housing Advice Service Private Rented Sector Access Family Support & Mediation	Homelessness prevention support: advice, support to access private rented sector; mediation and support for 14-18 year olds to avoid family breakdown	£ 268,652
<b>Money Advice</b> - joint re-procurement in 2016-17 through Information and Advice cross-department project group			
Money Advice Plus	Crisis Intervention Short Term Service Long Term Service	Debt and ongoing financial advice and casework for people with mental health issues or frailty	£ 353,060
<b>Home Improvement support</b> - recommission under discussion with Private Sector Housing			
Mears Home Improvement	Home Improvement Support	Support to apply for home adaptations through Disabled Facilities Grant	£ 90,000

