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| **POLICE AND CRIME COMMISSIONER FOR**  **THE WEST MIDLANDS** | **CONFIDENTIAL**  **NOTICE OF DECISION**  **[010/2022]** |
| Contact Officer: | **Neil Chamberlain** |
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| **Title: Usage of University Accommodation for Commonwealth Games Resources** | |
| **EXECUTIVE SUMMARY** | |
| At peak times, circa 3,000 Police Officers will be utilised for the Commonwealth Games, many of whom will come from other national forces and will require overnight accommodation.  A primary aim of the WMP Commonwealth Games (CWG) Programme is to ensure that every officer working at the games who requires accommodation is housed in a single-occupancy room that is of a good standard so that they are properly rested and are able to perform the roles that have been assigned to them to the best of their ability.  The single point of continuity that will follow an officer throughout their attendance at the Games on a Mutual Aid deployment is where they will be accommodated. It is the place, regardless of shift pattern or role, where their day will begin, end and rest will be taken. It will be at the heart of every aspect of their experience and if the accommodation the CWG Programme provides is of a poor standard, this will impact both the policing operation and the officer experience. Therefore the reputational impact on the WMP could be significant.  The CWG Programme has been able to source a high volume of rooms that meet the required standards at a very competitive cost by using a University Accommodation provider (Unite for Students) who service the following two University sites:   * Aston University (Aston) * University of Birmingham (Selly Oak)   Based on current requirements overall 31,224 room nights will be required for the period 13/07/22 – 11/08/22 inclusive. At a total cost of up to £1,194.534.97 + VAT, the average cost per room, per night equates to £38.25 + VAT (including the associated cleaning costs).  Some of these costs will be reclaimed from the British Transport Police (BTP) who will be utilising 3,176 room nights based on current requirements. At a minimum they will be charged £36 + VAT per room, per night which will mean that WMP will recoup a minimum of £114,336 + VAT.  Hotel benchmarking was undertaken in June 2020 with minimum costs of £100 per night indicated. These costs will have only increased as the games draw nearer due to demand increasing and capacity reducing. In view of this, utilisation of University Accommodation offers excellent financial value, especially when the original CWG Programme budget was set at £72 + VAT per room per night.  In view of the above, approval is sought to contract with the two respective Unite companies that own and manage the sites in scope, namely:   * LSAV (Aston Student Village) Management Limited Partnership (owners of the James Watt, Mary Sturge and William Murdoch blocks at Aston University) * Unite Accommodation Management Limited (owners of the Oak Brook Park blocks at University of Birmingham in Selly Oak)   The former will be funded up to £687,957.72+ VAT and the latter up to £506,577.25 + VAT. Separate contracts will be drawn up for each Company. | |
| **DECISION**  To approve the award of the Commonwealth Games university accommodation contract to:   1. LSAV (Aston Student Village) Management Limited Partnership and 2. Unite Accommodation Management Limited   For the period 13th July 2022 to 11th August 2022 inclusive  The procurement route was a Negotiated Procedure (non-tendered) for this contract. | |
| **Police and Crime Commissioner for the West Midlands**  I confirm that I do not have any disclosable pecuniary interests in this decision and take the decision in compliance with the Code of Conduct for the Police and Crime Commissioner of the West Midlands. Any interests are indicated below. | |
| **https://pcc.sp.wmpad.local/Templates/Signatures/Simon%20Foster%20Digital%20Signature.png**  Signature………………………………………………….  Date………28 March 2022…………………………….. | |
| **CONFIDENTIAL FACTS AND ADVICE TO THE POLICE AND CRIME COMMISSIONER** | |
| **INTRODUCTION AND BACKGROUND**  The proposed contract is to provide accommodation to Police resources working on the Commonwealth Games Security Operation (Operation Unity). This will primarily be for Mutual Aid resources who will be deployed in the region. However, some rooms will also be provided to WMP resources and emergency services partners (for example the British Transport Police).  Through the Organising Committee of the Commonwealth Games, WMP were introduced to Unite for Students who manage a number University Student Accommodation blocks in the Birmingham Area. These accommodation blocks meet requirement standards, including being single occupancy. The CWG Programme Senior Leadership Team (SLT) and Police Federation have visited Unite accommodation and deemed it to be of the required standard.  Negotiations have been ongoing for a considerable period of time whilst the resource requirements of Operation Unity have flexed both upwards and downwards.  Usage of the Unite sites was initially approved by Contracts Review and Approval Board (CRAB) in March 2021 at a projected contract value of £799,305 + VAT (based on 18,943 room nights). This equated to a cost of £42.19 + VAT per room, per night.  In January 2022 a revised proposal was reviewed by the CWG Internal Gold Group (with OPCC and Contracts & Procurement representation present). At this juncture the revised cost was £839,027.95 + VAT (based on 24,554 room nights). This equated to a cost of £34.17 + VAT per room, per night.  A final proposal was taken to CRAB in March 2022. Requirements had increased considerably due to the following:   * General resource increases * Allowance for accommodating resources who are in-region but not deployed (i.e. on a rest day) * Emerging accommodation requirements for niche resources in small numbers (e.g. NPoCC and MACC Command resources)   These requirements meant 31,224 room nights were now required, resulting in a revised cost of £1,154,827.97 + VAT (which equates to £36.98 + VAT per room, per night).  However, also built into the requirements were 295 contingency rooms (up to 94 Rooms at Oak Brook Park and 201 at Aston on any given day) to cover the following eventualities:   * The threat level increasing (meaning additional resources would be required) * Changes in Commonwealth Games events and activities which then impact Op Unity resource planning (e.g. changes to the sports schedule or a search window at a venue) * COVID-19 isolations * Any significant issues at any one of the accommodation sites being booked across the region that requires movement of occupants elsewhere en masse (e.g. a problem at Ryton) * Scope for some CWG Programme Planning Team members to be accommodated when they need to be | |
| If the contingency rooms were to become occupied they would incur additional cleaning costs of up to £134.60 + VAT per room (based on 3 mid-stay cleans). If all contingency rooms ended up being used this would result in a potential additional cleaning cost of up to £39,707 + VAT. This increases the costs to £38.25 + VAT per room, per night.  The £1,154,827.97 base cost plus the potential contingency room cleaning costs of £39,707 add up to the total of £1,194,534.97 + VAT.  **FINANCIAL IMPLICATIONS**  The total estimated cost of the two contracts is up to a maximum of £1,194.534.97 + VAT based on current requirements.  LSAV (Aston Student Village) Management Limited Partnership would be awarded a contract up to the value of £687,957.72+ VAT.  Unite Accommodation Management Limited would be awarded a contract up to the value of £506,577.25.  However, overall net outlay is estimated to be £1,080,198.97 + VAT due to reimbursement from the British Transport Police for the rooms that they will occupy (value £114,336 based on current requirements).  This estimated value of the contract is within the overall pre-approved CWG Accommodation budget across all accommodation sites of £2,261,806 + VAT.  Attempting to procure rooms via the traditional commercial accommodation sector (e.g. Hotels) would greatly increase costs. Based on the benchmarking undertaken by Contracts & Procurement in 2020 (when hotel rooms were costing a minimum of £100 per room, per night), utilising the Unite for Students accommodation will save in the region of £1.9m (£1.2m versus £3.1m) in comparison to the hotel market. This saving is likely underestimated now as costs will have increased due to reduced capacity in the area as the games draw closer. | |
| **LEGAL IMPLICATIONS**  In accordance with Financial Regulations the award of Contracts with a value in excess of £1 Million requires the approval of the PCCWM.  A formal tender process was not followed as WMP (via the Organising Committee of the games) were given access to University Accommodation which met operational requirements that hotels could not achieve.  Leigh Jones as Assistant Director of Contracts & Procurement signed-off the supplier as proprietary on 08/01/2021 (thus meaning a formal exercise would not be required) due to the following justification:  **Aston Site**   * WMP had a requirement to find accommodation at a reasonable cost for in excess of 650 officers within Birmingham City Centre for the period 26th July 2022 to 9th August 2022 (subject to change). * As part of the overall Games Bid, the Organising Committee were able to secure over 2,000 rooms at Aston University and have provided WMP access to these rooms for the purpose of facilitating the policing of the games. * Geographically there are no other known sites that could house such a significant number of officers. * The room rate that has been negotiated is very reasonable and would not be achievable on the commercial market.   **Oak Brook Park (Selly Oak Site)**   * WMP had a requirement to find accommodation at a reasonable cost for in excess of 300 officers near to Birmingham University for the period 26th July 2022 to 9th August 2022 (subject to change). * As part of the overall Games bid the Organising Committee were able to secure over 600 rooms at Oak Brook Park, Selly Oak and have provided WMP access to these rooms for the purpose of facilitating the policing of the games. * Martin Williams also looked at an alternative site (Battery Park in Selly Oak) in detail but this would have international students in situ at the time of the games and therefore WMP would not have sole use of the site. Other Unite sites were the same and therefore not explored in any further detail. * Geographically there are no other known sites that could house such a significant number of officers. * The room rate that has been negotiated is very reasonable and would not be achievable on the commercial market. * WMP are unable to access University Accommodation directly so the only other option would be hotels which would come at a far higher cost based on benchmarking activity undertaken by C&P. | |
| **EQUALITY IMPLICATIONS** | |
| As no formal tender process was followed, Social Value has not been evaluated.  However, the contract will be putting money back into the local economy in a sector that has been heavily impacted by the effects of COVID. It is anticipated that local resources will be used to service the blocks in scope, again helping the local economy.  **Schedule of Background Papers** | |

Contracts Review and Approval Board (CRAB) Paper – 15th March 2022.



CWG Internal Gold Briefing – 12th January 2022.



Contracts Review and Approval Board (CRAB) Paper – 26th March 2021.

