Item 1

6th October 2022

Glasgow City Council

Contracts and Property Committee

Report by Director of Legal and Administration

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RESPONSE TO QUESTIONS RAISED AT THE CONTRACTS AND PROPERTY COMMITTEE ON 25th AUGUST 2022

Purpose of Report:

To provide a response to the questions raised at the Contracts and Property Committee on 25th August 2022.

Recommendations:

It is recommended that the Committee notes the content of this report.

Ward No(s):	Citywide: ✓
Local member(s) advised: Yes ☐ No ☒	consulted: Yes ☐ No ☒

Contracts and Property Committee 25th August 2022 Enquiries from Elected Members	
Agenda Item 1	**The Provision of Consultancy Support for the Society of Chief Officers of Transport in Scotland (SCOTS) Roads Asset Management Project - Phase 4 – Tender Reference GCC0065536CPU**
Question 1 (Cllr Andrews)	Can you provide details around the specific outputs delivered under the current Phase 3 contract specifically detailing training delivered and attendee numbers?
Answer 1	During the last phase of the contract (2017- 22), the project delivered significant outputs to support improvement in the management of roads assets. This included provision of guidance, methodologies and templates for customised local use, developed by the Consultants with input and involvement of experienced engineering officers from across different Local Authorities. Glasgow City Council is a frequent and proactive participator in this activity. All of the outputs provide a level of standardisation across authorities and individual councils benefit from getting access to resources at a very affordable cost A good example is the Safety Inspections guidance and training provision that was a major output of phase 3 to support a standard method of identifying and responding to safety defects based upon assessment of risk. Developed through the contract in response to a new code of practice in 2016 'Well Managed Infrastructure', this enables authorities to focus resources on the most serious defects and increase permanent first-time repairs. The methodology and guidance were validated by legal advisors and authority insurers and should help in the defence of claims. It has been adopted by most councils, including Glasgow City Council from an early stage with its Roads Safety Inspection Strategy. Provision of training in good asset management practice is another important objective of the contract. All councils have access to the training with no limit on participant numbers. Glasgow City Council officers have attended all but one or two of the training events delivered during phase 3. They have also on occasion provided presenters. The summary below demonstrates the extent of training delivered. The training events

	also provide a mechanism for knowledge-sharing among peers across councils <u>Summary of Training Provision</u> 66 training events were delivered in Phase 3: - 47 Face-to-face workshops, 60% Full days, 40% Half days - 19 Webinars, 18 @ 1.5hr duration, 1@ 3hrs 1500 total practitioner attendances across 32 councils ***Glasgow City Council participation levels*** The Council benefitted from 300hrs of training with 84 attendances - 6% of total practitioner attendance. If all councils had equal numbers attending, that would equate to 3% for an individual council. As a larger authority, Glasgow sends more delegates than others. ***SCOTS Certified Risk-Based Safety Inspections 'Train the Trainer' Training*** As well as the methodology and guidance on safety inspections mentioned above, the contract delivered a certificated training and assessment programme. This repeatable training provides capability to train and assess competence of safety inspectors in-house. 5 Glasgow City Council officers have been certified through this programme to date. ***SCOTS Certified Roads Asset Management Fundamentals Training*** Developed in 2021-22 this training is targeted at officers new to asset management and as a refresher for others. It is a 10-module programme delivered via webinar and online assessment. The training introduces the principles of asset management and provides an overview of each of the 'Core Tasks' within the SCOTS recommended practice that has been developed over the duration of the RAM Project since its inception. 15 officers from Glasgow City Council have participated in this training.
Agenda Item 3	**The Provision of Postal Goods and Services – Hybrid and Bulk Mail – Tender Reference GCC005490CPU**
Question 2 (Cllr Curran)	In terms of climate impacts, is there something we can quantify with regards to any carbon foot-print reduction?

Answer 2	The Print & Mail Review received committee approval to introduce a new contract with Critiqom Ltd. This includes the implementation of changes which result in significant carbon saving. Measuring carbon saving is however complex . Below is a general description of the areas where we will be making carbon savings. The new contract has given us the opportunity to have greater responsibility for the materials, processes and supply chain we use and control. Firstly, we have stipulated that we wish to use recycled paper and envelopes for all our bulk mail where possible. This is in line with the council move to recycled paper in April 2021. Critiqom have agreed to source this at no extra cost as standard for our bulk mail. The use of recycled paper instead of new paper uses less energy and natural resources.. Recycling just one tonne of old paper products saves on average 4,000 kW of energy. The council posted around 2.5 million letters via the bulk process in 2021, which equates to around 28 tonnes of paper (including envelopes). As recycled paper can be re-used approximately seven times the energy/carbon saving becomes quite significant. By switching to the new hybrid mail solution, there are emissions savings from vehicles used in mail collection. The council currently has mail collected from numbers of locations across the city and these journeys would be eliminated if we were to fully move to hybrid mail – as mail would be transported electronically to the print/collection point. A van travels approximately 30 miles per day to collect our mail from the city chambers and other locations before returning to depot. This equates to approximately 7,500 miles per year. Over time we will continually reduce this and ultimately hopefully remove it, again producing a significant carbon saving. There are also some other smaller energy savings that will be made. Our own (more inefficient) printers will be used less and require to be powered on less. We will also use less consumables in printing requiring less deliveries of consumables.