

BARNSELY METROPOLITAN BOROUGH COUNCIL

Penistone Area Council
8th December 2016

Report of the
Penistone Area Council Manager

Penistone Area Council Procurement and Financial update report

1.0 Purpose of Report

1.1 This report provides members with an update on the following commissioning and procurement activity:

- Isolated and Vulnerable Older People Service
- Working Together Fund
- Clean & Tidy Service

1.2 The report also asks members to consider the proposed way forward for considering priorities and commissioning from April 2017 onwards.

1.3 The report outlines the current financial position for 2016/ 2017 and puts forward a recommendation for the remaining budget.

2.0 Recommendations

2.1 **That members receive the update on commissioned projects**

2.2 **That members consider and agree the proposed way forward for the Penistone Working Together Fund outlined in section 4 including the recommendation to allocate the remaining £32,038 from the 2016/2017 budget to this funding and a further £50,000 from the 2017/18 commissioning budget**

2.3 **That members note the current end date of the Clean and tidy contract and consider and agree options outlined at section 7.6 including budget implications**

3.0 Isolated and Vulnerable Older people Service

3.1 At the Penistone Area Council meeting held on the 14th April 2016 Members agreed the draft specification of requirements to procure a service to address the needs of isolated and vulnerable older people in the Penistone East and West area. Members agreed a value of £70,000 for the commission to 31 March 2017 with the option to extend the project for a further year at the discretion of the Area Council. The option to extend the contract for a further year would be subject to funding being available, satisfactory performance of the provider and need for the service to be provided.

The advert for expressions of interest went out via YOR tender on the 26th September 2016 with a closing date of 17th October. Eight expressions of

interest were submitted via YORtender.

- 3.2 The tender evaluation panel was made up of Councillor David Griffin, Councillor Barnard and Penistone Area Council Manager, Lisa Lyon. The panel and process was supported by Glyn Stephenson and Tim Whitham from BMBCs procurement section. Changes to the panel were made to ensure the timescales set out in the tender documentation were met.
- 3.3 The Tender evaluation panel met on the 10th November 16. Seven suppliers were invited to interview.
- 3.4 A preferred supplier has been selected and the intention is to award the contract during December 16 with a contract start date of January 2017.

4.0 **Penistone Area Council Working Together Fund**

- 4.1 At a Penistone Area Council meeting in June 2015 Members agreed £120,000 over an 18-month period to establish a Penistone Working Together Fund. Successful applications meeting BMBC and Penistone Area Council priorities would be awarded between £5000 and £20,000.
- 4.2 12 groups/ organisations applied to the fund and were considered at the Working Together Fund Panel meetings on the 17th May 2016 and 24th May 2016. The panel consisted of Robert Blythe, Councillor Hand-Davis, Councillor Unsworth and Lisa Lyon, Area Council Manager.
- 4.3 The panel recommended the following applications:
 - Penistone roundtable: £11,660 (Full amount applied for £15,520)
 - Penistone Scout Group: £8050 (Applied for £18,550)
 - Trans Pennine Trail conservation volunteers: £6630 (£10,849 applied for)
- 4.4 In addition to the above applications Penistone FM was recommended at the first panel meeting £15,627. An update on this project is included in the performance report. Total Applications recommended = £41,967, this leaves a remaining budget of £78,033 from the total allocation of £120,000. 7 applications totalling around £100,000 were considered at the Penistone Working Together Funding Panel on the 29th November 16. Projects are currently being notified of the panel's decisions.
- 4.6 At the Member Briefing meetings on the 17th and 24th November 16 the Penistone Area Council Members considered their priorities for the next financial year and following a review of the projects funded to date agreed to supporting the continuation of the Penistone Working Together Fund. It is recommended that the remaining £32,038 of the Penistone Area Council 2016/17 commissioning budget be allocated to the Penistone Working Together fund and that £50,000 from the 2017/18 commissioning budget be allocated to continue the fund during the 2017 /18 financial year.
- 4.7 At the Member Briefings it was recommended that panel dates would be set for

April 17, August 17 and January 18 in order to allow groups to plan their applications and activities and improve the promotion of the funding. Previously panel dates had been planned as and when sufficient numbers of applications were received. The funding awards of between £5000 and £20,000 were considered at the members briefing and will remain the same.

5.1 Clean and Tidy Service

5.2 The next contract meeting will be held in January 2017 and therefore the quarter 3 performance monitoring information has not formed part of this report.

5.3 The Service Level Agreement started 1st November 2015 and runs for 18 months until 30th April 2017.

6.0 Finance Update

6.1 The current financial position illustrated in the table below shows that the Penistone Area Council has allocated £567,962 of its total budget of £600,000 over the three financial years. The remaining budget to allocate is £32,038.

	2014/15 £200,000	2015/16 £200,000	2016/17 £200,000	Total £600,000
Countryside Skills and Training	£100,000			£100,000
Countryside Skills and Training extension		£54,600		£54,600
Clean and Tidy Team		£35,555	£124,445	£160,000
Working Together Fund		£60,000	£60,000	£120,000
Allocation to Ward Alliance		£40,000	£20,000	£60,000
Vulnerable and Older People Commission			£70,000	£70,000
Community magazine – Penistone Matters			£3362	£3362
Total spend allocation				£567,962
Remaining allocation				£32,038

6.2 The recommendation at 4.6 of this report is that the remaining £32,038 be allocated to the Penistone Working Together Fund

7.0 2017 /2018 commissioning

7.1 In 2015 the Penistone Area Council agreed the following priorities which were identified following workshops at which members considered a range of statistical and consultation data:

- The environment
- The local economy including tourism
- Roads and road safety
- Health and well-being
- Activities for young people

7.2 Members briefing workshops held on the 17th November 16 and 24th November considered the following information:

- Review of Penistone Area Council contracts and performance information
- Progress against Penistone Area Council priorities (including Ward Alliance applications)
- Overview of how budgets have been spent against each priority
- Local intelligence / emerging issues relating to services/ provision/ gaps
- Local data/information relating to current contracts and projects
- National and local data/ trends

7.3 The intentions of the workshops were to provide members with the above information to consider in order to allocate the commissioning budget for 2017/18 and develop the priorities. The recommended new priorities have been discussed in a separate report.

7.4 The following table shows the services commissioned by the Penistone Area Council and contract end date.

Priority	Service	Provider	Contract value	Contract end date
The Local Economy including tourism Environment	Countryside Skills & Training	Growforest	£100,00 + £54,600	Sept 2015
Environment	Clean and Tidy Team	Environmental Services, BMBC	£160,000	April 2016
Health and Well Being	DIAL Drop in Service	DIAL	£5570	Dec 2016
Activities for Young People Health and Well Being Environment	Working Together Fund	Penistone Scouts Penistone Round Table TPT Volunteers Penistone FM	£8050 £11,660 £6630 £15,627	Various end dates

7.5 This report seeks to agree a way forward for clean and tidy activity from May 2017 onwards as the current Clean and Tidy contract end date is 30th April 2107. Members indicated at the briefing workshops that supporting community groups and maintaining the environment is still a key priority for the Penistone Area Council and as such would like to see a service commissioned for 2017/18. As the present contract has been in place for 18 months it is good practice to test the market for any future service requirements.

7.6 Members are asked to consider the following options:

Option 1: **Do nothing** – The existing contract would terminate at the end of

April 2017. Provision of a clean and tidy team through a local commission would cease.

Option 2: **Draft specification, timescales and costings for a new Clean and Tidy service to be developed by Area Council Manager** with a recommendation of a contract value of between £75,000 - £100,000 per year with the option of a further year subject to performance and availability of funding.

Option 3: **Draft specification, timescales and costings for a new Clean and Tidy service to be developed by Area Council Manager** with a recommendation of a contract value of £75,000 - £100,000 for one year only.

- 7.7 If Members agreed to option 2 or 3 the Penistone Area Council Manager would present a specification and associated timescales and costings to the next Penistone Area Council meeting for approval.

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