

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Central Area Council Meeting:
9th November 2015**

Agenda Item: 6

**Report of Central Area Council
Manager**

Central Council Priorities, Procurement and Financial Update Report

1. Purpose of Report

- 1.1 This report provides members with an update on progressing delivery against the re-affirmed Central Area Council priorities for 2015/16.
- 1.2 It also presents the specification of requirements and procurement strategy synopsis for the re-contracting of the following 2 services, in preparation for contract delivery from 1st April 2016:
 - Creating a cleaner and greener environment in partnership with local people
 - Environmental Enforcement service
- 1.3 The report outlines the process to be undertaken to appoint a Provider to deliver each of these services based on a price/quality split, and invites a Central Council member to be part of the Clean and Green Procurement Evaluation Panel for appointing a Provider to deliver this service.
- 1.4 Finally the report outlines the current financial position for 2015/16 and the projected position for 2016/17, including a proposed financial allocation for the delivery of a 2016 Celebration event.

2. Recommendations

It is recommended that:

- 2.1 **Members note the update on progressing delivery against the re-affirmed Central Area Council priorities for 2015/16**
- 2.2 **Members agree the specification of requirements and procurement strategy synopsis for the re-contracting of the following 2 services, in preparation for contract delivery from 1st April 2016:**
 - **Creating a cleaner and greener environment in partnership with local people at an annual contract value of £85,000, initially on a one year basis with the option to extend for a further one year.**
 - **Environmental Enforcement service at an annual contract value of £43,000 per annum for an initial period of one year with options to extend for 2 further periods each of 12 months.**

2.3 Members note the current and projected financial position for 2015/16 and 2016/17 and agree the proposed financial allocation of up to £5,000 for the delivery of a Celebration event in 2016.

3. Priorities-Actions and progress

3.1 Central Area Council re-affirmed/agreed its priorities for 2015/2016 at a meeting on 18th May 2015, as follows:

Central Area Council Priorities:

1. Reducing loneliness and isolation in older people
2. Improving the health and wellbeing of children and young people
3. Creating a cleaner and greener environment

Underpinning Social Value Objectives:

1. Growing the economy
2. Building resilient communities

Underpinning principle:

1. Promoting and encouraging community cohesion and integration in all that the Central Area Council does.

3.2 In order to deliver effectively against each of these priorities Central Area Council agreed a series of actions. Table 1 below outlines the outstanding actions agreed and provides an update on progress to date:

TABLE 1: Progress Update

PRIORITY	ACTIONS AGREED	PROGRESS
Reducing Loneliness and Isolation in Older People	As part of the RVS service, identify any other issues/barriers being faced by older people that may require attention	Barriers and any other issues faced by older people are to be considered by RVS as part of the ongoing quarterly monitoring and reporting processes.
Improving the Health and Wellbeing of children and Young People	Ensure that addressing the health and wellbeing needs of children & young people is embedded in the Year 2 delivery of the YMCA contract and in the Youth Programme Fund. Request information from Anti-Poverty Board re. Child Poverty Strategy & any specific needs	YMCA will ensure that mechanisms are in place for addressing the health and wellbeing needs of children and young people as part of the Y2 programme. Associated Y2 outcome indicators and targets have been agreed. A 13-19 Youth Programme Fund update report can be found at Agenda Item 7 of today's meeting. Central area health related data and new IMD data to be presented to Central Area Council at its meeting in January 2015

	identified in Central Council area. Subject to the findings from this request, identify any additional issues/barriers that may require attention, specifically relating to the needs of children aged 0-5 years.	Central Area Council would then discuss and agree where any potential Central Area Council resources could be most effectively used to address poverty and health related issues.
Creating a Cleaner and Greener Environment	<p>Within the Boroughwide context and in liaison with BMBC's Community Safety Enforcement Service, develop holistic solutions to address the issues of fly tipping across the Central Council area.</p> <p>As part of the Private Sector Housing Management and Enforcement intervention, identify any additional needs of private tenants that may require attention.</p>	<p>This issue is currently being addressed by an Overview & Scrutiny Task and Finish Group</p> <p>This will be picked up as part of the quarterly monitoring of the Private Rented Housing Management & Enforcement SLA.</p>
Promoting and encouraging social cohesion and integration in all that Central Area Council does	Ensure that social cohesion and integration principles are embedded in each of the Central Council contracts, SLA's and Working Together Fund Projects.	Discussions with providers have been undertaken to ensure that cohesion and integration issues are considered as part of the development and delivery of services.

4.0 Existing Contracts/SLA's –Actions and progress

4.1 At the last meeting of Central Area Council on 7th September 2015 a series of actions for how each of the **existing** contracts/SLA's should be taken forward was agreed in principle as outlined in Table 2 below:

Table 2:

Priority	Service and Current Provider	Contract duration, cost and end date	Proposed way forward	Approx. cost of proposed action- 2016/17
Older people	RVS – Service to reduce loneliness and isolation in older people	2 years –to end of June 2016 £200,000	Variation to contract to extend to 31 st March 2017	£80,000

Young People	YMCA-Service to improve the health and wellbeing of children & young people aged 8-12 years	2 years-to end on 31 st July 2016 £199,781	Variation to contract to extend to 31 st March 2017	£75,000
Environment	Twiggs-Creating a cleaner and greener environment in partnership with local people	18 months –to end on 31 st March 2016 £150,000	Re-let contract for 1 year + 1 year	£85,000
Environment	Kingdom and BMBC SLA - Environmental Enforcement	12 months with 8 month extension to contract-to end on 31 st March 2016 £54,771	Re-let contract as part of a wider European procurement exercise with other Areas Council's - 1 year + 1 year contract	£ 43,000 + £ 12,000
Environment	BMBC SLA -Private sector rented Housing Management and Enforcement	22 months –to end on 30 th January 2017 £140,000	Extend to 31 st March 2017	£13,000

4.2 At the meeting on 7th September 2015 it was also agreed that formal approval to take forward each of the actions in Table 2 above would be sought from Central Area Council at a later date and that accurate financial information would be provided at this time.

4.3 In order to provide continuity for a Central Area Council Clean and Green service and an Environmental Enforcement service when existing contracts with Twiggs and Kingdom Security come to an end on 31st March 2016, the process for re-letting these contracts, as indicated in the agreed way forward above, needs to start shortly.

5.0 Creating a Cleaner and Greener Environment in Partnership with local People

5.1 The service specification and procurement strategy used to procure the existing Clean and Green service have been reviewed and amended accordingly. This has been done by Central Area Team in close liaison with Jenny Grant from NPS, who is supporting this procurement process.

5.2 As a reminder, and from an Area Council perspective, a Service Specification is a document that contains a description of what the Area Council wants from a service. It is a working tool for the Provider to use to structure how they will deliver the service, and it is a document for the Area Council to measure the quality of the service and hold the Provider to account.

Without a service specification a provider will not have a clear understanding of what it is the Area Council wants them to do, and so it will be difficult to

evidence value for money, challenge poor practice and gather information to inform future commissioning decisions.

- 5.3 A final draft of the revised specification of requirements for “a service to create a cleaner and greener environment in partnership with local people” has now been completed and can be found at Appendix 1 for consideration and approval by Central Area Council.
- 5.4 The Procurement Strategy for this service has also been completed. It outlines that the method of procurement for this service will be competitive tenders through the open tender route. It also details the evaluation process for selecting a provider based on a price/quality split with the price/quality split determined as 20:80 in favour of quality.
- 5.5 A synopsis of the Procurement Strategy, including information about the price/quality evaluation criteria, can be found at Appendix 2.
- 5.6 As outlined in the Procurement Strategy synopsis attached, one place has been identified on the Procurement/Tender Evaluation team for the Central Council member (Cllr Johnson) who was on the original evaluation panel. This continued involvement will provide experience and consistency to the process.

However, an opportunity for an additional Central Council member to participate in the process has also been identified.

- 5.7 If the specification is approved by Central Council at today’s meeting, the following are the key actions to be undertaken, with indicative timescales:
 - Finalise tender pack documentation – December 2015
 - Place tender advertisements: w/c 5th January 2016
 - Tender return: 29th January 2016
 - Tender evaluation completed: mid-February 2016
 - Tender Report and approval to award: End February 2016
 - Standstill Period and Feedback: early March 2016
 - Issue Letter of Intent/Contract: mid-March 2016
 - Contract to commence: 1st April 2016

6.0 Environmental Enforcement

- 6.1 At the last meeting of Central Area Council on 7th September 2015 there were some concerns raised about the proposal to re-let the environmental enforcement contract as part of a wider European procurement exercise with other Area Councils from 1st April 2016.
- 6.2 These concerns have been considered when revising the service specification and procurement strategy for the environmental enforcement service to be delivered from 1st April 2016. As a result, and to enable a bespoke service to be delivered for each Area Council and for each Area Council to manage its own contract, the procurement will consist of 5 individual lots. The same service provider will be appointed to each of the 5 lots.

- 6.3 A final draft of the revised specification of requirements for an Environmental Enforcement Service that reflects the above approach has now been completed and can be found at Appendix 3 for consideration and approval by Central Area Council.
- 6.4 The Procurement Strategy for this service has also been completed. It outlines that due to the combined value of the proposed procurement this tender is subject to Public Procurement Regulations 2015. The method of procurement for this service will therefore be the open procedure route with a contract notice submitted to the Official Journal of the European Union.
- 6.5 The Procurement Strategy also details the evaluation process for selecting a provider based on a price/quality split with the price/quality split determined as 40:60 in favour of quality.
- 6.6 A synopsis of the Procurement Strategy, including information about the price/quality evaluation criteria, can be found at Appendix 4.
- 6.7 If the specification is approved by Central Council at today's meeting, the following are the key actions to be undertaken, with indicative timescales:
- Finalise tender pack documentation – November 2015
 - Issue OJEU advertisement: 30th November 2015
 - Place YORtender Advert
 - Tender return: 5th January 2016
 - Tender evaluation: by 22nd January 2016
 - Tender Report and approval to award: By 27th January 2016
 - Standstill Period and Feedback: ends 8th February 2016
 - Issue Letter of Intent/Contract: 9th February 2016
 - Contract to commence: 1st April 2016
- 6.8 To ensure that the Environmental Enforcement Service being procured operates as part of the Council's broader approach, complements the Council's "core offer", operates with the same degree of integrity, benefits from existing local infrastructure, and can legitimately act on behalf of the Council as the primary enforcement agent in the Central Council Area, the **Service Level Agreement** with BMBC's Safer Communities Services and Parking Services is currently being revised. Once finalised, a copy will be circulated to Central Area Council members.

7.0 Current financial position

- 7.1 Based on updated information relating to Central Council's current contracts, Service Level Agreement, 6 Central Working together Fund projects and income from the payment of Fixed Penalty Notices (FPN's), Appendix 5 attached provides a revised position statement on Central Council funding. The table shows actual expenditure for 2014/2015 and allocations and projected expenditure for 2015/16 and 2016/17.

- 7.2 As previously agreed, the amount of £126,000 remaining from the original allocation for improving the health and wellbeing of young people aged 13-19 years has been re-allocated to deliver the Youth Programme Fund proposal, details of which are to be considered at Agenda item 7 of today's meeting.
- 7.3 Given the success of the 2015 Celebration Event held at Barnsley Metrodome in June 2015, it is proposed that an allocation of up to £5,000 is agreed to deliver a Celebration Event in 2016. A brief paper proposing how the planning and organisation for this event should proceed will be presented to Central Area Council at its meeting in January 2016.
- 7.4 As noted in previous meetings, members should be aware that some of the figures provided at Appendix 5 remain indicative projections and may be subject to change depending on the payment schedules submitted and agreed as part of the ongoing procurement and contract management processes.
- 7.5 Based on the financial statement attached at Appendix 5 and the additional information outlined in this report, an amount of approximately **£157,455** remains unallocated for 2015/2016, and approximately **£ 460,233** for 2016/2017.
- 7.6 The 2016/2017 unallocated figure of **£ 460,233** does not however include the following:
- approximate financial allocations relating to the contract re-lets and variations to contracts already agreed in principle and outlined in Table 2 of this report- **£ 300,000**
 - the proposed allocation referred to in 7.3 above for a 2016 Celebration Event-**£ 5,000**
 - Outstanding income from FPN's issued by Kingdom Security in 2014/2015 and all income from FPN's issued in 2015/2016. An estimate of this income is **£35,000**

Taking these figures into account the revised unallocated expenditure available for 2016/2017 is **£ 190,233**

Appendix 1-Specification of Requirements for a Service to Create a Cleaner and Greener Environment in Partnership with local people.

Appendix 2-Procurement Strategy Synopsis for a Service to Create a Cleaner and Greener Environment in Partnership with local people.

Appendix 3-Specification of Requirements for an Environmental Enforcement Service

Appendix 4-Procurement Strategy Synopsis for an Environmental Enforcement Service

Appendix 5-Central Area Council Commissioning -Budget Financial Analysis 2014/15-2016/17

Officer Contact:
Carol Brady

Tel. No:
01226 775707

Date:
28th October 2015.