

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Council Meeting:
2nd June 2014**

Agenda Item: 6

**Report of
North Area Council Manager**

North Area Council Commissioning and Procurement Update

1. Purpose of Report

- 1.1 This report is intended to update Members on the Area Council commissioned projects, the procurement process and associated spend.
 - Provide and update of the Summer Holiday Internship commission.
 - An update on the procurement progress for both the Health Eating, Healthy Lifestyles project and Environmental Enforcement.
 - An update on the anti-poverty priority.
- 1.2 It also provides a financial position statement for North Area Council funding and projected expenditure, based on current commissioning and commitments to date.
- 1.3 The report also highlights the need for early consideration of projects for delivery in 2015/16 to maximise the budget.

2. Recommendations

It is recommended that:

2.1 The North Area Council Members note:

- the update about the background and context for the Area Council commissioning process and associated spend.
- an update on the delivery of the Youth Employability Summer Internship Project
- an update on the procurement developments for the Health and Wellbeing priority and Environmental Enforcement
- an update on the project developments for the anti-poverty priority
- the financial position statement for North Area Council funding and projected expenditure based on current progress and commitments to date.

2.2 Members note the current financial position and consider their options for the allocation/spend of remaining North Area Council monies for 2014/2015.

2.3 Members agree the next steps for taking forward the preferred projects and give a clear steer on the development of projects to meet the remaining priorities:

- An anti-poverty workshop to be held to develop a project specification
- At the last meeting each ward was asked to identify a representative for to be part of a working group for each priority. This is to assist with project development and contract management. There are two priorities which require further representation: a. Youth Employability; b. Health and Wellbeing

2.4 Members give consideration to the priorities the would wish to commission against in 2015/16. Decisions are needed as early as possible to ensure that projects are identified and the procurement process can commence. Thus enabling projects to be ready for delivery from the beginning of April 2015.

3.0 Procurement Updates:

3.1 **Youth Employability:** The Summer Holiday Internship provider's contract commenced on the 28th April and runs until the end of November 2014 with a value of £39,410.

The contractor is very experienced in the field and has been working quickly to ensure that all the project material is fit for purpose. They have now met with all the schools identified within the specification. This will be an immensely challenging project to deliver due to the timescales and as a result this is requiring more support than would usually be anticipated.

3.2 **Environmental Enforcement:** The closing date for tender returns was the 2nd May and two tender questionnaires were received. The tender evaluation panel comprised of Austen White (NPS), Paul Brannan (BMBC's Community Safety) and the Area Council Manager. The evaluation moderation meeting was held on the 19th May and this gave the panel an opportunity to revisit their scoring sheets which were completed independently. Any amendments were recorded and signed scoring sheets retained for audit purposes. The price submission was evaluated separately to the quality evaluation.

The price and quality scores were then combined to identify the preferred provider. At this stage a procurement report was written to capture each stage of the process. All providers that tendered for the contract were notified of the outcome of the tender process and the stand still period commenced, providing opportunity for providers to challenge the outcome of the evaluation.

When the Area Council meets on the 2nd June, the standstill period will have elapsed. Provided no challenges have been received, the contract specifics can be negotiated with the preferred provider.

- 3.3 **Healthy Eating, Healthy Lifestyles:** The Health Eating, diet and nutrition project specification which was agreed on the 31st of March is currently out to tender. Due to the complexity of the specification procurement specialists have advised that the advert should be out for three to four weeks, during which time a Market Awareness Day will be held. It is anticipated that the evaluation for the tender returns will take place in late June.
- 3.4 **Anti-Poverty:** This priority is currently in the project development phase.

4.0 Current Financial Position

As part of the establishment of the Council's Communities and Area Governance Service and the development and delivery of the associated governance framework, Area Council's were each given a budget for April 2014 to March 2015.

This budget has been devolved to each of the Area Council's with the intention of Area Council's commissioning services that will address the Council's Corporate priorities: Growing the Economy; Supporting Resilient communities; and Citizens achieving their potential. In addition to addressing the Corporate priorities, Area Plan priorities should also be addressed.

North Area Council was allocated a £400,000 budget for this period.

A series of meetings and workshops took place from July 2013-November 2013 to consider the North Area Council data and receive information from Ward level about Ward priorities. The intention of this exercise was to identify the collective priorities for the North Area upon which the commissioning of services would be based.

- 4.1 As a result of this process the following priority areas were agreed at the North Area Council and priority specific specifications were signed off at the following Area Council Meetings:
- Youth Employability, 13th January 2014
 - Health and Wellbeing, 31st March 2014.
 - Environment (Enforcement), 31st March 2014
- 4.2 The following two priorities require further attention: anti-poverty priority and economic regeneration. These specifications will be developed by the working groups and submitted to a subsequent area council meeting.
- 4.3 Based on the information provided above and the associated procurement processes and draft timescales, Table 1 below outlines the current financial position for North Area Council.
- 4.4 It should be noted however that these are indicative projections and may be subject to change depending upon the payment schedules submitted and agreed as part of the ongoing procurement processes.

Table 1:

Priority & Project	Price / Quality Split	Budget Allocation per annum	Date for submission of spec to Area Council
Employability of Under 25s - A two week summer internship, provided during the school holidays to Year 10 students. Catering for 60 young people in total who reside in the North Area Council Area	80/20	39,410.00	13/01/2014
Health and Wellbeing - Healthy Eating Healthy Lifestyles. Delivery of practical 'cook and eat' courses offering basic cooking skills, healthy eating and budget information to community participants on a low income.	80/20	100,000.00	31/03/2014
Anti-Poverty - Advice and Guidance, Welfare Rights One Stop Shop	TBC		TBC
Enforcement (based on the provision of two officers and a vehicle)	40/60	128,000.00	31/03/2014
Economic Regeneration	TBC		TBC
Budget Allocation Committed		267,410.00	
Remaining balance		132,590.00	

5.0 North Area Council Remaining 2014/2015 Budget Allocation/Expenditure

5.1 Given that a balance of £132,590.00 is currently unallocated by North Area Council for 2014/2015 expenditure, consideration should now be given as to how the North Area Council wants to proceed with the allocation/expenditure of these funds.

5.2 All previous meetings of the North Area Council have indicated that they wish to continue working towards a project to address poverty in the North Area. It is therefore proposed to agree a further workshop to develop an anti-poverty project. Each Ward has nominated a representative to join the working group.

6.0 North Area Council 2015/16 Area Based Commissioning

6.1 The establishment of the new area arrangements in 2013/14 was a learning curve regarding the length of time required to develop project specifications and complete the procurement process for area based commissioning. It is therefore vital that consideration is given to how the Area Council continues to develop project specifications to meet the Area Priorities.

- 6.2 The current priorities were agreed upon, following workshops delivered during July, August and September 2013. Projects to address these priorities are only just beginning to be delivered. It is recommended that the priorities be reviewed to allow further project development to begin and enable timely delivery in 2015/16. This is particularly important for projects where there is a time limited window for delivery, for example the summer holiday internship project.
- 6.3 Members are asked to indicate which area priorities should be prioritised by the Area Manager and Ward Councillors for project development over the coming months for delivery in 2015/16.

7.0 Next Steps

It is proposed that:

- **Representative for each of the two following priorities be finalised: 'Youth Employability' and 'Health and Wellbeing'.**
- **A further workshop for the development of a project to address the Anti-Poverty priority will be held.**
- **Members meet for a workshop to review priorities and discuss project proposals for 2015/16. Representation is sought from each ward.**

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19th May 2014.

