

Public Document Pack



MEETING:	Central Area Council
DATE:	Monday, 17 October 2016
TIME:	2.00 pm
VENUE:	Reception Room, Barnsley Town Hall

AGENDA

1. Declaration of Pecuniary and Non-Pecuniary Interests

Minutes

2. Minutes from the previous meeting held on 19th September, 2016
(Cen.17.10.2016/2) (*Pages 3 - 8*)

Items for Decision

3. Financial update (Cen.17.10.2016/3) (*Pages 9 - 16*)
4. Procurement update (Cen.17.10.2016/4) (*Pages 17 - 38*)

To: Chair and Members of Central Area Council:-

Councillors D. Green (Chair), D. Birkinshaw, P. Birkinshaw, Bruff, G. Carr, J. Carr, Clarke, K. Dyson, M. Dyson, W. Johnson, Mathers, Mitchell, Pourali, Riggs and Williams

Area Council Support Officers:

Neil Copley, Central Area Council Senior Management Link Officer
Carol Brady, Central Area Council Manager
Phil Hollingsworth, Locality Manager
Peter Mirfin, Council Governance Officer

Please contact Peter Mirfin on 01226 773147 or email governance@barnsley.gov.uk

Friday, 7 October 2016

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MEETING:	Central Area Council
DATE:	Monday, 19 September 2016
TIME:	2.00 pm
VENUE:	Reception Room, Barnsley Town Hall

MINUTES

Present

Councillors D. Green (Chair), D. Birkinshaw, P. Birkinshaw, G. Carr, J. Carr, Clarke, K. Dyson, M. Dyson, W. Johnson, Mathers, Pourali, Riggs and Williams

8. Declaration of Pecuniary and Non-Pecuniary Interests

Councillor D Green declared a pecuniary interest in minute number 11 due to her employment at Lifeline.

Councillor Williams declared a non-pecuniary interest in minute number 10 due to his involvement with the YMCA and with DIAL.

9. Minutes of the Previous Meeting of Central Area Council held on 4th July, 2016 (Cen.19.09.2016/2)

The meeting received the minutes from the previous meeting of Central Area Council held on 4th July, 2016.

With regards to the reconvening of advisory group meetings for the contract with RVS, it was noted that this would be covered within the Performance Report.

RESOLVED that the minutes of the Central Area Council held on 4th July, 2016 be approved as a true and correct record.

10. Quarterly Performance Management Report (Cen.19/09/2016/3)

The report was introduced by the Area Council Manager, which covered the period April-June 2016.

Members considered Part A of the report. This detailed the cumulative impact of the services commissioned by the Area Council. The number of sessions delivered to children and young people to date was 1455, with 547 attending 3 or more sessions. 1616 Fixed Penalty Notices had been issued for dog fouling and littering. 949 private sector households had been engaged, and 444 had received 3 or more contacts.

Members noted that 283 adult volunteers had been engaged to date with 23 community groups supported. 13.5 full time equivalent jobs had been created and 22 part time/sessional jobs.

The meeting went on to consider Part B of the report, and feedback from each of the commissions.

With reference to the contract with RVS, members noted that amber ratings had been given for 'Milestones achieved' and 'Overall satisfaction with delivery against

contract'. This was due to delays in establishing regular Service Advisory Group meetings. The service had engaged with 107 additional older people in the quarter, with the total number of people engaged at 616. Many of these were now taking part in community activities.

Thanks were given to the inclusion worker from RVS, for their support to community activities over and above the demands of the contract.

Members noted that referrals from GPs to the service had not increased and that pressure on the CCG to help remedy this should continue.

Members heard of the performance of the contract with YMCA, with all areas rated as 'green'. 83 new children aged 8-12 years had been engaged, with 2487 attendances within the quarter. 61 children had also achieved accreditation. 3 sessions were held in each ward every week, and there were 14 active peer supporters involved with the service. The service continued to work in partnership with other organisations in the area.

Members considered the performance of the contract with Kingdom Security, noting that 276 Fixed Penalty Notices had been issued for dog fouling and littering within the quarter. The rate for payment for notices was approximately 70%.

The meeting considered the service provided by Twiggs Grounds Maintenance. Feedback in relation to the service was positive, including on social media, and all targets had been met or exceeded. All requests for service had also been responded to.

With regards to the Private Sector Housing and Enforcement service level agreement, 269 different properties had been visited within the quarter equating to 949 since the service commence. Approximately half of all properties received 3 or more visits. The meeting noted that officers are normally called to addresses for a single issue however, once engaged families were often supported with multiple issues. The performance in relation to 'outcome indicators met' was rated as 'amber' as a result of an outstanding piece of work to more specifically define the term 'vulnerable households', though generally the service was performing well. The feedback provided to Members was thought exemplary.

The Home Visiting Service for those in private rented housing had started in June and had engaged with 4 families within the first month, and had established a family support group, which 6 families had attended.

The meeting considered the three elements of the Youth Programme. The Addaction Immortals project had involved 2 additional adults and 3 young people in volunteering during the quarter. The period was said to be one of development, and although a number of performance indicators were rated as 'amber', the Area Council Manager felt confident that this would improve over the next period.

The Exodus Project had supported many community events over the period and engaged 41 young people in volunteering, 13 of which had supported activities for children and younger adults. Feedback was positive and Members commented that the team had been very visible in the area.

The YMCA Y Stay In project had been active in Dodworth, Gilroyd and the Aldham House area of Stairfoot Ward. Members noted that there were 2 active Peer Supporters involved and 3 Young Volunteers. The meeting heard of the activities undertaken including support provided to many of the events organised over the summer.

RESOLVED:-

- (i) That the report be noted: and
- (ii) That thanks be expressed for the continued hard work of all involved delivering the services, including the Area Team, and the corresponding positive impact within the area be noted.

11. Procurement and Financial Update (Cen.19.09.2016/4)

The Central Area Council Manager introduced the item, referring to the report circulated.

Members were reminded of the Area Council's priorities and underpinning principles. With regards to the priority of 'Clean and green/environmental' Members acknowledged that this was being addressed through the contracts with Twiggs Grounds Maintenance and with Kingdom Security. It was noted that the previous meeting of the Area Council agreed to the development of a business case for a new private rented housing management service to run from April 2017, for which work was underway.

In order to address the priority of 'Reducing loneliness and isolation in vulnerable adults and older people' information was being gathered in order to inform discussion at a task and finish group on the subject, which was to be arranged towards the end of September, 2016.

With reference to the priority 'Family support' the meeting heard that a number of initial meetings had taken place with relevant officers with the Family Centre and Family Support service. However, it was noted that the service only came in to operation on 1st April 2016. It was therefore suggested that a 'Check and Challenge' exercise be undertaken on this subject towards the end of the first year of operation i.e. at the end of March 2017, with the findings feeding into a task and finish group to discuss how the Area Council could address any gaps highlighted.

The priority 'Building emotional resilience and wellbeing and resilience in children' was discussed, noting that a task group had met to consider the area. The group considered a briefing paper, which highlighted the national context and the Barnsley context, including statistical comparisons. Learning from existing contracts was included, as was current provision. The preferred option suggested was to procure a service for 8-14 year olds in the area, based on the approaches detailed in the 'Resilience Framework' document, with a budget of up to £200,000 delivered through one provider.

The meeting discussed the proposal in depth, including the positives and negatives from such a sizeable commission, and from commissioning a single provider. It was felt important to balance the difficulties in managing a number of providers, with the desire to support smaller organisations in the area. It was thought of paramount importance to ensure a sizeable budget was available to ensure any commission had

the desired impact, though the finite budget of the Area Council was noted. The meeting also discussed the age range proposed and noted the rationale behind this.

Following the discussion it was agreed that the business case be supported, however rather than the service being delivered by a single provider, it was agreed that opportunities should also be made available for a number of smaller local providers to deliver a supplementary/complementary service. It was agreed that a specification of requirements and procurement strategy (including cost) to procure a main provider to deliver a service to 'build emotional resilience and wellbeing and resilience in children' be brought to the next meeting of Central Area Council for approval. A proposal for securing local providers to deliver a complementary/supplementary service would also be presented.

The Area Council Manager drew attention to appendix 4 of the report, and it was noted that £104,704 remained unallocated for the current financial year. Members heard that a balance of £467,204 remained unallocated for 2017/18, however it was acknowledged that this was subject to formal approval by Full Council, and proposals were being discussed for a reduction in Area Council Budgets.

Members were made aware that Lifeline had recently won a borough-wide young contract to help address young people's substance misuse in Barnsley, previously delivered by Addaction. As a result Addaction would no longer be in a position to continue delivery of the Youth Programme service commissioned by the Area Council. Following legal advice and discussion with both organisations, work has been progressed to enable Lifeline to take responsibility for managing the Central Area Council Youth Programme contract. This would ensure continuity of service.

RESOLVED:-

- (i) That the progress made to date in relation to the revised Central Area Council priorities be noted;
- (ii) The course of action to progress the Family Support Priority, as detailed within the report be approved;
- (iii) That the business case and associated recommendations to procure a service to build the emotional resilience and wellbeing of children and young people aged 8-14 years living in the Central Council area be supported, with the preferred option being delivery through one main provider;
- (iv) That the financial position for 2015/16 and projected financial position for 2016/17 and 2017/18 be noted;
- (v) That the changes to the contractual arrangements for the management of the Youth Programme Immortals Engagement project from 1st October, 2016 be noted; and
- (vi) That an additional meeting of the Central Area Council be held on Monday 17th October, 2016.

12. Community Magazines (Cen.19.09.2016/5)

The item was introduced by the Locality Manager, who reminded Members that the other 5 Area Councils had produced and distributed two issues of a community magazine for their area.

A recent review of the community magazines by Communications had identified a few minor issues, such as with delivery, but it was hoped that sequencing the production of magazines would help alleviate this.

Members were asked whether they would like to reconsider their position, and agree to produce a community magazine. This would be funded through advertisements in the publication; however distribution to every household in the area would be in the region of £3,500 per edition.

The meeting discussed the proposal, noting that a number of the Ward Alliances produced their own magazine. Concern was expressed at the resource implications in producing a publication, noting the workload of officers.

RESOLVED: - that the Area Council does not produce a community magazine at this time.

13. Notes of the Ward Alliances (Cen.19.09.2016/6)

The meeting received the notes of various meetings of the Central, Dodworth, Kingstone, Stairfoot, and Worsbrough Ward Alliances held in May, June, July, and August 2016.

Attention was drawn to the membership of the Worsbrough Ward Alliance, and its diversity was commended.

Members heard that the Ardsley Picnic in the Park had been well attended and a brief update was provided on the work on the Stairfoot area of the Transpennine Trail and Barnsley Main site.

Noted was the request for the redeployment of the Dome Camera in the Worsbrough Ward, and the response provided that they would no longer be being redeployed.

RESOLVED that the notes and feedback from the Ward Alliances be received.

14. Report on the Use of Ward Alliance Funds (Cen.19.09.2016/7)

The meeting received a report detailing expenditure from Ward Alliance Funds for the year to 17th August, 2016.

It was suggested that a future meeting of the Area Council discusses the current spending profile of the Ward Alliance Funds, and the process for delegating any additional funds from the Area Council in future.

RESOLVED:-

- (i) that the report be noted
- (ii) that a future meeting of the Area Council considers the spending profile of Ward Alliance Funds and the process for agreeing any future devolvement of Area Council Funds to the Ward Alliances.

BARNSELY METROPOLITAN BOROUGH COUNCIL

**Central Area Council Meeting:
17th October 2016**

**Report of Central Area Council
Manager**

Central Council Financial Update Report

1. Purpose of Report

- 1.1 This report outlines Central Area Council's projected financial position for the next 3 years, 2017/18-2019/20, based on existing commitments and any procurements, SLA's and programmes agreed in principle and currently in development.
- 1.2 The report also clarifies the position about the timely expenditure of Central Area Council funds devolved to the 5 Central Ward Alliances for 2016/17, and presents a proposal for devolving funds to Ward Alliances in 2017/2018.

2. Recommendations

It is recommended that:

- 2.1 Members note the actual financial position for the next 3 years, 2017/18-2019/20, based on Central Area Councils' existing commitments and any procurements, SLA's and programmes agreed in principle and currently in development.**
- 2.2 Members agree the proposal provided at para 4.4 about the timely expenditure of Central Area Council funds devolved to the 5 Central Ward Alliances for 2016/17 and the return of monies to Central Area Council if money is not defrayed by 31st March 2017.**
- 2.3 Members agree whether they wish to devolve Central Area Council funds to the 5 Ward Alliances for expenditure in 2017/18 and if so, agree how much is to be devolved.**

3.0 Central Area Council Budget-Background and current situation

- 3.1 Since Area Council's became operational in April 2014, an amount of £500,000 per annum has been allocated to Central Area Council.
- 3.2 At a Cabinet meeting on 21st September 2016 a report outlining a range of Council wide budget savings for the period 2017-2020 was considered. As part of this report it was proposed that the overall Area Council budget be reduced by £10,000 per ward from 1st April 2017.

- 3.3 Although the budget proposals have not yet been subject to Full Council consideration and approval, it is anticipated that there will be no change to the Area Council element of the report.
- 3.4 As a result, the Central Area Council budget will be reduced from £500,000 to £450,000 per annum, from 1st April 2017 onwards.
- 3.5 The table attached at Appendix 1 provides an overview of the financial position for Central Area Council for the next 3 years (2017/18-2019/20), based on the revised allocation.

Figures provided are based on **existing contracts/commitments (shown in green)** and any **procurements, SLA's and programmes that have been agreed in principle and are currently in development (shown in amber)**.

- 3.6 Those figures shown in **red are for potential contracts/SLA's that members may want to continue into the future, but no agreement in principle or otherwise has yet been sought from Central Area Council.**
- 3.7 Members should note that the figures provided remain indicative projections and may be subject to changes agreed as part of the ongoing procurement and contract management processes etc.

4.0 Central Area Council Devolved Funds to Ward Alliances -2016/17

- 4.1 Following the Council's decision to withdraw Devolved Ward Budget funding from 1st April 2016 and associated amendments regarding the use of Ward Alliance Funding, at a meeting of Central Area Council on 14th March 2016 it was agreed that an additional discretionary payment of £10,000 be made to each of the 5 Central Ward Alliance funds for expenditure in 2016/17.
- 4.2 Given that there were "carry forward" funds in a number of Ward Alliances, a core allocation of £10,000 was made, plus the Central Area Council additional discretionary payment of £10,000 referred to above, the starting balance for the 5 Central Area Ward Alliances for 2016/17 ranged from £20,000 -£29,202.
- 4.3 A table outlining the starting balances and expenditure for the 6 month period from 1st April 2016- 30th September 2016 for each of the 5 Central Area Ward Alliances is attached at Appendix 2 for information.
- 4.4 Given the "additional" nature of monies devolved to Ward Alliances by Central Area Council for expenditure in 2016/17, it is proposed that any remaining Ward Alliance Funds (up to the additional Central Area Council allocation of £10,000) not defrayed as at 31st March 2017, should be returned to Central Area Council.
- 4.5 If this proposal is agreed, to ensure expenditure is defrayed by 31st March 2017, Ward Alliances will need to have made final decisions about Ward Alliance applications in late February/early March 2017 at the latest.

5.0 Central Area Council Devolved Funds to Ward Alliances -2017/18

- 5.1 It is anticipated that Barnsley Council's framework for the allocation and use of Ward Alliance funds remains the same for 2017/18. This includes the allocation of £10,000/ward from Council core funding and the potential for Area Council's to devolve funds to Ward Alliances.
- 5.1 As can be seen from the Central Area Council Financial Forecast document attached at Appendix 1, an amount of **£62,204** only currently remains uncommitted for 2017/18, and an amount of **£30,100** for 2018/19.
- 5.2 Within this context, Central Council Members should consider if they want to devolve any Central Area Council funds to Ward Alliances for expenditure in 2017/18 and if so, the amount they would want to devolve. A figure of £8,000/Ward Alliance is proposed.

Appendices

Appendix 1- Central Area Council Financial Forecast -2017/18-2019/20

Appendix 2- Ward Alliance Fund Spend

Officer Contact:
Carol Brady

Tel. No:
01226 775707

Date:
4th October 2016

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APPENDIX 1

	17/18	18/19	19/20
Central Area Council Allocation	450,000	450,000	450,000
Projected income from Kingdom contract	30,000	25,000	15,000
Carried/forward from previous year	104,704	x	x
Total available spend:	584,704	475,000	465,000
Committed contracts:			
Twiggs	85,000	85,000	88,000
Kingdom	52,500	52,500	55,000
Contracts-in development:			
Emotional Resilience Contract	130,000	130,000	130,000
Emotional Resilience Fund	70,000	x	x
Housing Management & Enforcement	76,175	77,400	79,000
Social isolation in vulnerable & older people	100,000	100,000	100,000
Anticipated contract spend:	522,500	444,900	452,000
In year Balance remaining	62,204	30,100	13,000
Future Contracts-against priorities:			
Family Support			
Devolve to WA's?			

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Appendix 2

Central Area Council - Ward Alliance Fund - Spend to 31st september 2016 (6 months)

Ward	Starting Balance	Current Balance	% Spent
Central	29,202.37	15,117.37	48.23
Dodworth	23,844.12	18,073.56	24.20
Kingstone	20,000.00	8,632.36	56.84
Stairfoot	29,168.11	18,614.94	36.18
Worsbrough	23,341.00	6,793.34	70.90
	125,555.60	67,231.57	46.45

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BARNSLEY METROPOLITAN BOROUGH COUNCIL

Central Area Council Meeting:

17th October 2016

**Report of Central Area Council
Manager**

Central Area Council - Procurement Update

1. Purpose of Report

1.1 This report updates Members about the progress made in taking forward the Central Council procurement process for

- A service to build emotional resilience and wellbeing in children and young people aged 8-14 years.

It also presents a draft specification and Procurement Strategy for this service for approval.

1.2 In addition, the report presents the business case for the continuation of Central Council's SLA with the Safer Communities Service to provide a Private Rented Housing Management and Enforcement Service for a further 12 months, from 1st April 2017. This service would continue to offer the following two key elements:-

- Deployment of a Private sector Housing Management Officer
- Deployment of a Private sector housing Enforcement and Investigations Officer

2. Recommendations

It is recommended that:

2.1 Members note the progress made to date in taking forward the Central Council procurement process for a service to build emotional resilience and wellbeing in children and young people aged 8-14 years.

2.2 Members agree the draft specification of requirements, associated costs and procurement strategy synopsis for this service, including member representation on the Procurement Evaluation Panel.

2.3 Members agree the business case for the continuation of Central Council's SLA with the Safer Communities Service to provide a Private

Rented Housing Management and Enforcement Service for a further 12 months, from 1st April 2017-31st March 2018 at a cost of £ 76,175.

3. Background -Building Emotional Resilience and Wellbeing in Children and Young People aged 8-14 years.

Following consideration (at the last Area Council meeting in September 2016) of the Business Plan for a service to build Emotional Resilience and Wellbeing in Children and Young People aged 8-14 years, it was agreed that rather than the service being delivered by one main Provider only, other opportunities should also be made available for a number of smaller local Providers to deliver a supplementary/complementary service.

It was further agreed that a specification of requirements and procurement strategy (including cost) to procure the main Provider to deliver a service to 'build emotional resilience and wellbeing and in children and young people' would be brought to an additional meeting of Central Area Council for approval. This is considered in Section 4 of this report below.

The proposal for securing local Providers to deliver a complementary /supplementary service is currently in development and will be presented to the next meeting of Central Area Council on 14th November 2016.

4. Procuring a main Provider to deliver a service to Build Emotional Resilience and Wellbeing in Children and Young People aged 8-14 years.

A draft service specification has been developed and a copy of this can be found at Appendix 1.

Alongside the draft service specification document, a Procurement Strategy for this service has been written in liaison with BMBC's Commissioning and Procurement Lead. It outlines that the method of procurement for this new 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.

The price/quality split determined is 20:80.

A synopsis of the Procurement Strategy, including information about the price/quality evaluation criteria, can be found at Appendix 2.

As outlined in the Procurement Strategy synopsis, at least one place has been identified on the Procurement/Tender Evaluation team for an elected member. This should be a Central Council member who has been involved in the development of the business plan for the service, and who has no conflict of interest with any potential providers.

If the draft specification and procurement strategy are approved by Central Council at today's meeting, the following are the key actions to be undertaken, with indicative timescales:

Finalise tender pack documentation:	late October 2016
Place tender advertisements:	7 th November 2016
Tender return:	28 th November 2016
Tender evaluation completed:	December 2016
Tender reports and approval to award:	Late Dec/early Jan 2017
Issue letters of intent/Contract:	Early January 2017

5. Business Case for the Continuation of a Private Rented Housing Management and Enforcement Service.

Central Area Council have had a Service Level Agreement with Barnsley Council's Safer Communities Service since 1st April 2015, to deliver a proactive Private Rented Housing Management and Enforcement Service. The existing Service Level Agreement will come to an end on 31st March 2017.

At previous meetings of Central Area Council members have indicated that this is a service that they value highly and would like to continue.

A Business Plan outlining the need for this service to continue for a further 12 months from 1st April 2017 to 31st March 2018 has been developed and is attached at Appendix 3 for consideration and approval at today's meeting.

The cost of this service would be £76,175 for the 1 year period.

If members agree to continue this service for a further year, the existing Service Level Agreement will be amended to reflect the extended period, with associated revised targets etc.

Appendices

Appendix 1: Specification of requirements for a service to build emotional resilience and wellbeing in children and young people aged 8-14 years.

Appendix 2: Synopsis of the Procurement Strategy for a service to build emotional resilience and wellbeing in children and young people aged 8-14 years.

Appendix 3: Business case for the continuation of the Private Sector Housing Management and Enforcement Service – **TO FOLLOW**

Officer Contact:
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01226 775707

Date:
6/10/16

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**BARNSELY METROPOLITAN
BOROUGH COUNCIL**



CENTRAL AREA COUNCIL

**SERVICE FOR BUILDING EMOTIONAL
RESILIENCE AND WELLBEING IN
CHILDREN AND
YOUNG PEOPLE AGED 8-14 YEARS**

PROJECT REF:

DATE:

OCTOBER 2016

**RETURN DATE: MONDAY 28th November 2016
TIME: 12 NOON**

DRAFT SPECIFICATION

**Wendy Lowder
Acting Executive Director, Communities
Barnsley MBC
Communities Directorate
Westgate Plaza One
PO Box 609
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SECTION 1

PROJECT OVERVIEW AND SCOPE OF SERVICE

SECTION 1

PROJECT OVERVIEW AND SCOPE OF SERVICE

1.0 INTRODUCTION

- 1.1 Within the overall context of Barnsley’s “Early Help and Prevention” approach, Central Area Council wants to commission a Provider to develop and deliver a service for a 3 year period, which offers community based opportunities and activities to build the emotional resilience and wellbeing of children/young people aged 8-14 years old living in the five wards that make up the Central Area. This should include increasing the confidence, self-esteem, attitudes and aspirations of the children/young people involved.

Background information about the Central Area and the Central Area Council can be found at Appendix A.

The service that is developed and delivered should be informed by the views of children/young people living in the area. It should complement existing provision for this age group in the area, link with other services being procured by the Central Area Council and reflect the needs of the children and young people living in the individual 5 wards. The service should include interventions/activities that are fun, innovative, vibrant and high quality and should be delivered during out of school hours in safe, community settings/spaces. The service should deliver programmes of activity that address the specific areas outlined in the Resilience Framework attached at Appendix B.

In developing and delivering this service, the Provider should ensure that it is contributing to the Council’s corporate priorities and outcome statements. Sustainability, community support, self-reliance, resilience and reciprocity should, therefore, be built into the service design and delivery. Also and where possible, work experience placements, apprentice opportunities and local labour should be used.

We are also keen to see an increase in community resilience through the involvement of local people, community groups and local social enterprises in this service, not only through volunteering and stakeholder engagement, but also via formal sub-contracting arrangements at a local level, where appropriate.

2.0 BACKGROUND AND CONTEXT

- 2.1 The Central Council Area is a diverse area that is made up of 5 wards, namely Central, Kingstone, Dodworth, Worsbrough and Stairfoot. There are approximately 3,503 children aged 5-10 years and 2,586 children aged 11-15 years living across the area with a range of different needs.

Child poverty and deprivation is one of the most important factors determining health inequalities in childhood and throughout life. Research demonstrates that a child’s physical, social and cognitive development during the early years strongly influences their school readiness and educational attainment, their employment chances and general health and wellbeing outcomes through to adulthood and older age.

There is often a complex / cyclical relationship between determinants of health and mental health with exposure to adverse environmental, social and educational conditions leading to increased risk of emotional and wellbeing issues but also that mental health problems can in themselves lead to subsequent deterioration of a person's social, educational, employment and housing conditions.

For children and young people the health and social wellbeing of parents and the family as a whole may impact on a child's or young person's emotional health and wellbeing.

Recent studies do however also provide some interesting findings about the relationship between a child/young person's **subjective** wellbeing and mental health.

Child poverty rates are higher in the Central Council area than the Barnsley average with 24.6% children in the Central area living in low income families and 29.9% of children aged 0-4 years in Central area living in out of work benefit claimant households.

Rates in relation to risk taking behaviour are also higher in Central Council area with smoking prevalence for over 18's at 25.2% and teenage pregnancy rates the highest in the Central Council area.

Against this backdrop of poverty and a marked decline in the provision of Council youth services over the past five years due to budget reductions, there has been an increase in the number of children and young people displaying signs of stress, anxiety and declining mental health and wellbeing with a sharp increase in the numbers being referred to Barnsley's CAMHS service.

Central Area Council members are very aware however that with good mental health, children and young people do better in every way. They enjoy their childhoods, are able to deal with stress and difficult times, are able to learn better, do better at school, navigate the online world they grew up in so they benefit from it and enjoy friendships and new experiences.

They also understand that childhood and teenage years are when mental health is developed and patterns are set for the future. So a child with good mental health is much more likely to have good mental health as an adult, and to be able to take on adult responsibilities and fulfil their potential.

For the past 2 years Central Area Council have contracted with a number of organisations to deliver services to improve the overall health and wellbeing of children and young people aged 8-12 years and 13-19 years. It is for the reasons outlined above that Central Area Council have decided to further focus their work with children and young people over the next 3 years. Any new service should however build on the positive work that has already taken place with children and young people from across the area since July 2014.

3.0 **STRATEGIC VISION AND VALUES**

3.1 Barnsley MBC's Vision is to '***Work together for a brighter future, a better Barnsley***'

Values include:

Working Together

- We work as "One Council" to do the best that we can for our customers
- We build partnerships and work with others to achieve the best for Barnsley
- We are understanding and supportive of others, respecting and valuing differences

Honesty

- We are open and honest about what we are able to achieve, the decisions we make and how well we are doing
- We are true to our word, reliable and fair
- We are responsible and accountable for our actions

Excellence

- We are committed to quality and value for money
- We learn from our successes and mistakes
- We are flexible, adaptable and respond positively to change

Pride

- We are proud of the work we do and services we deliver
- We are proud to support our communities to make Barnsley a better place
- We are proud of our achievements

4.0 **COUNCIL PRIORITIES AND OUTCOME STATEMENTS**

4.1 In developing and delivering this service, the Provider should ensure that it is contributing to the Council's corporate priorities and outcome statements as outlined below:

Thriving and vibrant communities	Create more jobs and businesses through appropriate provision of business, enterprise and employment programmes to reduce worklessness amongst those currently unemployed and increase skills levels of our current and future workforce
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<p>Supporting resilient communities</p>	<p>Ensure people of all ages have a much greater involvement in designing services and actively participating in improving their lives and Barnsley</p> <p>Support the many benefits of volunteering and foster our many and diverse opportunities for residents to gain new skills and experiences through volunteering</p> <p>Ensure customer services and the citizen experience of access is improved-facilitate greater self-help</p> <p>Engage local communities in helping them shape decisions and services in their neighbourhood</p>
<p>Citizens achieving their potential</p>	<p>Target young people, families and communities who may need extra help in gaining the skills and experience they need to succeed</p> <p>Prioritise the safeguarding of vulnerable children and adults, and ensure that the risk of them getting harmed is kept to an absolute minimum</p> <p>Make the improvement of people's health and wellbeing everybody's business, with an emphasis on prevention and the contribution that all services can make</p> <p>Prioritise the reduction in health inequalities between different parts of the Borough</p> <p>Ensure that the Council plays a strong part in keeping the Borough safe, and work with others to improve community safety</p>

5.0 **SPECIFIC AIMS AND OBJECTIVES OF THE SERVICE, INCLUDING SOCIAL VALUE OBJECTIVES**

5.1

- To build the emotional resilience and wellbeing of children and young people aged 8-14 years.
- To support the prevention of children and young people developing mental health issues
- Respond to recent findings about the relationship between subjective wellbeing and mental ill-health
- Support children/young people through the transition from primary to secondary education

- Work closely with local schools to help encourage those children and young people who need it most, to access the service.
- Provide exciting and stimulating out of school interventions/activities in community settings that will encourage belonging, learning, coping and build the core self of children/young people.
- Provide informal support to young people as part of their transition from primary to secondary school
- Involvement of a diverse range of children/young people in determining the activities to be provided.
- Ensure that a diverse range of young people are encouraged to participate
- Inspire young people to become more confident and esteemed individuals.
- Enable young people to take ownership and make positive life choices.
- Complement existing service provision for this age group in the area.
- Encourage and facilitate youth social action activity and projects
- Highlight and celebrate achievements
- Link with other Central Area Council procured services, to support the overarching aims of area governance shown above.

Under this contract, the successful Provider will be required to actively contribute to the achievement of specific social value objectives. These reflect the vision and corporate priorities of the Council outlined in Sections 3 and 4, and include:

- Provision of local skills development, work experience placements and apprentice opportunities.
- Employment and training opportunities within the locality.
- Collaboration with local Voluntary Community Organisations and Community Groups.
- Increase adult and young people volunteering opportunities in the local community.
- Recruitment and deployment of adult and young people volunteers.
- Development of strong community networks, community self-help and resilience.
- Local spend/use of local supply chains/sub-contracting locally.

6.0 **THE SERVICE/ACTIVITIES TO BE DELIVERED**

6.1 The appointed Provider will develop and deliver an innovative service that:

Complements existing provision for children and young people aged 8-14 years living in the Central Council Area; meets the specified objectives; and delivers the outcomes outlined in Section 9 of this document.

Complements what is happening in local schools.

The service is likely to be made up of a number of out of school interventions/activities that have been identified by children/young people themselves and are delivered in community settings. A minimum of 3 sessions /week/ward should be delivered.

The activities/interventions should have an evidence based rationale for building emotional resilience and wellbeing in children and young people, and should be directly linked to the resilience framework attached at Appendix B.

The service should be tailored to the needs of children and young people living in the individual wards and **may** include provision of the following interventions/activities:

- Activities that address gender specific issues linked to emotional resilience and wellbeing.
- Provide a wide range of positive activities in sport, arts and crafts, music
- Provide after school activities in community settings
- Support and facilitate involvement in youth social action activity/projects eg assistance with clean up days, helping neighbours, older people's visiting schemes
- Street based outreach sessions
- Activities to support the transition from primary to secondary education
- Engagement with, and links to other services being procured by the Central Area Council,
- Work with local media to highlight work taking place, improvements and to change the relationship between community and council
- Use social media to highlight work taking place, improvements and to change the relationship between Community and Council

A programme of planned provision for each ward should be provided to the Central Area Team on a monthly basis throughout the contract.

7.0 **TARGET GROUPS AND/OR AREAS**

- 7.1 The Service is targeted at children/young people aged 8-14 years who live in one of the wards that make up the Central Area Council area.

Elected Members, through their work with communities, understand that some areas in each ward have more challenges than others due to socio-economic factors/ low academic achievement/lack of resources/lack of existing provision etc.

The Service Provider is, therefore, expected to deliver the service to children and young people in the areas of most need and where there is currently a lack of service provision.

8. **EQUALITY IMPACTS**

- 8.1 The successful Provider will be required to ensure that the service is free from bias and acknowledges and respects gender, sexual orientation, age, race, religion, culture, lifestyle and values. If any needs are required as per the Equalities Act, such as language or disability, these needs will be provided for during the term of the contract.

9.0 SERVICE OUTCOMES

9.1 The following list outlines the outcomes that the Service Provider is expected to achieve, as a result of the service being delivered.

As part of the tender return, you will be expected to propose your own list of performance measures, targets, baselines and methodology to be used for gathering the data, for each of the outcomes listed.

Final performance measures and targets will be agreed prior to contract commencement. Please refer to Section 2 – Tender Quality Questionnaire.

- Increase in the emotional resilience of children and young people
- Improvement in the subjective wellbeing of children and young people
- Strengthened protective factors for wellbeing in children and young people
- Reduction in anxiety, stress and depression in children and young people
- Improvements in school attendance
- Reduction in referrals to CAMHS
- Improved academic attainment at Key Stage 3
- Increased confidence, self esteem, attitudes and aspirations of children and young people
- Increased social networks, contact and sense of belonging
- Increase in Community Resilience
- Improvement in integration and cohesion in communities

10.0 PROCUREMENT PROGRAMME

Activity	Date
Area Council date for Specification Agreement.	17 th October 2016
Tender Live on Yortender	31 st October 2016
Contracts Finder Tender Advertisement	31 st October 2016
Deadline for Tender Queries	7 th November 2016
Tender Return	12midday on the 28th November 2016
Tender Evaluation	29th November – 9 th December 2016
Interviews	w/c 19th December 2016
Tender Report and Approval to Award	w/c 2 nd January 2017

Issue of Letter Intent and Contract	5th January 2017
Standstill period	5 th January 2017-
Contract Lead in Period (inc TUPE arrangements if applicable)	16 th January 2017 – 31 st March 2017
Pre-Contract Meeting	February /Early March 2017
Contract Start Date/ Commencement of locally commissioned services	1 st April 2017
Year 1 Quarter 1 report submitted	July 2017
Y1 Quarter 2 report submitted	October 2017
Y1 Quarter 3 report submitted	January 2018
Y1 Quarter 4 and end of year 1 report submitted	April 2018
Y2 Quarter 1	July 2018

11.0 CONTRACT VALUE AND CONTRACT DURATION

11.1 The total estimated value of this procurement is £390,000, to be run over a 3 year period,
ie £130,000 per annum,

The contract will initially be for a period of 12 months commencing on the 1stApril 2017 with the option to extend the service for a further two periods of 12 months at the discretion of the Central Area Council and subject to:

- The provider's satisfactory achievement/delivery of outcomes, outcome measures and activities/outputs
- The availability of future Area Council funding to fund the additional year (Please refer to 'The Term' of the Contract, contained in Section 4).
- The service being required by the Central Area Council in order to meet its local priorities

The Council will not accept any tender priced above the budget of £130,000 for contract year one (12 month contract) as it will be deemed unaffordable

12. **CONTRACT TERMS AND CONDITIONS**

12.1 See Section 4 – Form of Contract.

13.0 **CONTRACT MONITORING AND RECORDING REQUIREMENTS**

13.1 The Provider will need to be able to demonstrate the effectiveness of the service in terms of delivering the agreed outcomes, outcome measures and targets. There is a key requirement of the provider to:

- Provide a monthly programme of planned activity by ward to the Contract Manager at least 2 weeks before delivery is due to take place.
- Collect, collate and report on a range of agreed indicators on a quarterly basis (see milestones) as part of a quarterly report. This should also include the submission of 2 case studies (group, individual or illustrating good practice/ innovative work) together with supporting photographs.
- Monitoring information by ward and by equality groups will be required as part of the quarterly reporting framework.
- Attend quarterly meetings with the contract manager to discuss the quarterly report and request any additional information/provide clarification, if required.
- An end of year report to be submitted (see milestones)
- An end of Project report and lessons learned to be submitted 3 months before the contract end date.

On- going service service provision will be subject to annual review.

14.0 **QUALITY STANDARDS**

14.1 The Provider will be expected to demonstrate high quality in all areas of service delivery, project management and staff development, ensuring creativity of approach to flexibly meet the needs of children and young people.

It is the Provider's responsibility to ensure efficient delivery of the service contract, ensuring that the manager appointed/nominated for the Service Provider will directly manage all aspects of the Service and ensure that all outcomes and targets are met.

The Provider will ensure that robust policies and procedures are in place to ensure safeguarding, data protection and information governance standards are met. The Provider will also ensure that:

- All staff are equipped with appropriate training, staff development and supervision.

- All staff employed or engaged by the Provider are informed and are aware of the standard of performance that they are required to provide and are able to meet that standard.
- All staff employed or engaged by the Provider will be subject to a DBS check, and an acceptable outcome determined.
- All staff employed or engaged by the Provider must be registered with the appropriate professional body, where applicable.
- The adherence of the Provider's staff to such standards of performance is routinely monitored and that remedial action is promptly taken where such standards are not met.
- For the avoidance of doubt, nothing in this specification is intended to prevent the Provider from setting higher quality standards than those laid down in the Contract.

Additionally:

- The provider will have a robust system for monitoring complaints and suggestions; feedback from service users will inform service delivery.
- The provider will submit an annual report summarising any complaints, investigations and remedial action.

Please also refer to Section 4 – Form of Contract

15.0 **Commissioning/Procurement Officer and Contract Manager Details**

Carol Brady – Central Area Council Manager

carolbrady@barnsley.gov.uk

Tel. 01226 775707

CENTRAL AREA COUNCIL

DRAFT PROCUREMENT STRATEGY SYNOPSIS

A SERVICE FOR CHILDREN & YOUNG PEOPLE AGED 8-12 YEARS

Within the overall context of Barnsley's "Early Help and Prevention" approach, Central Area Council wants to commission a Provider to develop and deliver a service for a 3 year period, which offers community based opportunities and activities to build the emotional resilience and wellbeing of children/young people aged 8-14 years old living in the five wards that make up the Central Area. This should include increasing the confidence, self-esteem, attitudes and aspirations of the children/young people involved.

The specific aims and objectives of the service are:-

- To build the emotional resilience and wellbeing of children and young people aged 8-14 years.
- To support the prevention of children and young people developing mental health issues
- Respond to recent findings about the relationship between subjective wellbeing and mental ill-health
- Support children/young people through the transition from primary to secondary education
- Work closely with local schools to help encourage those children and young people who need it most, to access the service.
- Provide exciting and stimulating out of school interventions/activities in community settings that will encourage belonging, learning, coping and build the core self of children/young people.
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- Enable young people to take ownership and make positive life choices.
- Complement existing service provision for this age group in the area.

- Encourage and facilitate youth social action activity and projects
- Highlight and celebrate achievements
- Link with other Central Area Council procured services, to support the over-arching aims of area governance shown above.

The social value objectives are:

- Provision of local skills development, work experience placements and apprentice opportunities.
- Employment and training opportunities within the locality.
- Collaboration with local Voluntary Community Organisations and Community Groups.
- Increase adult and young people volunteering opportunities in the local community.
- Recruitment and deployment of adult and young people volunteers.
- Development of strong community networks, community self-help and resilience.
- Local spend/use of local supply chains/sub-contracting locally.

Procurement strategy/method

The method of procurement for the new service will be competitive tenders using the open tender route. The activities underpinning this method of procurement comprise:

- Draft specification, including Price & Quality Evaluation Methodology in order to award to the most economically advantageous tender
- Placing of tender advertisement (**envisaged early November 2016**)
- Tender Return and Evaluation
- Tender Report and Approval to Award
- Standstill Period and Feedback (10 Days)
- Tender Award (Letter-of-Intent)
- Completion of Signed Contract (**envisaged early-mid January 2016**)

Procurement team

The Procurement/Tender Evaluation Team will be supported by Glyn Stephenson, BMBC Commissioning and Procurement lead, and will be made up of a team of individuals from the following key areas: -

- Central Area Council Manager
- Technical Support- TYS
- Elected member representative
- Youth Council representative

Provider selection and tender evaluation process

The evaluation process will seek to obtain the most economically advantageous tender following a Price Quality Evaluation in the ratio of **20:80** in favour of quality. This ratio has been calculated from analysing the aims and objectives of the procurement.

The following process will be followed for the quality evaluation: -

- Tender quality submissions will be evaluated by the Procurement team and the top 3 providers will be invited to interview
- All members of the Procurement/Tender Evaluation Team will evaluate and score submissions, and all elements of the submissions will be evaluated.
- Specialist areas of the submissions, such as finance, will be distributed to relevant specialist support officers within the Council.
- Records will be maintained throughout the process that provide justification for actions/decisions taken and are fully auditable. Electronic scoring sheets (Excel) will be utilised for all stages.
- Scores for each evaluator will be logged separately, together with detailed comments, and signed/dated by the relevant evaluator. Scores will be averaged for the panel, not arrived at by consensus.
- Unsuccessful tenderers will be de-briefed.

The following process will be followed for the price evaluation: -

- Tender prices will be separately evaluated as part of the tender evaluation.
- Individual priced components will be summarised into a total tender figure for the whole of the service and arithmetically checked.
- One hundred marks will be awarded to the lowest acceptable tender bid. For all other submissions, one mark will be deducted for each percentage point by which the submission exceeds the lowest.

The Quality Evaluation Criteria:

The tender quality evaluation will focus on the below criteria in order to test provider quality credentials in these specific areas. Some of the criteria are for information only and some are PASS/FAIL criteria. The remaining criteria will be individually awarded a score according to the standard of information provided by the applicant.

<u>Tender Quality Evaluation Criteria</u>	<u>Weighting</u>
1. Organisational Information	Info Only
2. Financial Information	PASS/FAIL
3. Health & Safety	PASS/FAIL
4. Safeguarding	PASS/FAIL
Tender Responses	Total -70%
5. Technical Capacity:- <ul style="list-style-type: none">- Proposed methodology for delivering the service- CV's of persons delivering the service- Outcomes – Proposed Evaluation Methodology- Targets and Supporting Evidence for Outputs- Quality Assurance/Accreditations- Customer Care	40%
6. Contract Management Information:- <ul style="list-style-type: none">- Financial, Budget and Change Management/Reporting	10%
7. Social Value:- <ul style="list-style-type: none">- Proposed Methodology for achieving skills development/work experience/employment and training opportunities locally- Description of volunteering opportunities- VCO Supply Chain	20%
8. Interviews	30%
	100%