

BARNSELY METROPOLITAN BOROUGH COUNCIL

South Area Council Meeting:
15th June 2018

Report of South Area Council Manager

South Area Council – Procurement and Financial Update

1. Purpose of Report

- 1.1 To outline the current financial position for 2018/2019 and 2019/2020.
- 1.2 To review all the South Area Council contracts currently running and come to a view on commissioning intentions for 2019.
- 1.3 For Members to consider other priorities to be developed.

2. Recommendations

- 2.1 That Members note the current financial position at 3.0 and 4.0 for 2018/2019 and 2019/2020.
- 2.2 That Members consider the information on current commissions and recommendations on future commissioning intentions at 5.4 Environmental Tidy Team, 5.5 Private Sector Housing Service, 5.6 Environmental Enforcement and 5.7 Advice Services and
- 2.3 That the South Area Council Manager develops tender specifications and Service Level Agreements (where appropriate) for future commissions to be agreed by Members at the South Area Council meetings on the 31st August and 26th October meetings.
- 2.4 That Members consider the recommendation at 6.3 for additional advice services sessions to the existing contract up to June 2019 in Hoyland and Wombwell.
- 2.4 That Members note the projects to be developed for further consideration at 8.1 and 8.4.
- 2.5 That Members consider the recommendation at 8.6 for up to £2,000 to be allocated towards holding a Winter Wellbeing event.

3. Existing contracts

3.1 The following are current contracts and contract end dates:

Contract name	Contract start date	Contract end date	Notice required for termination	Contract Value
Tidy Team Forge Community Partnership	01/08/2016 1+1+1	01/04/2019	6 months (written notice 01/11/2018)	£195,720 per annum

Advice services Citizens Advice Barnsley	01/07/2017 1+1	30/06/2019	6 months (written notice 30/12/2018)	£75,000 per annum
Environmental services Kingdom Security Limited	01/04/2016 1+1+1	01/04/2019	6 months (written notice 01/11/2018)	£60,320 per annum
Private sector Housing officer BMBC	01/04/2017 1+1	01/04/2019	3 months internal Service Level Agreement	£32,580 Per annum

3.2 The only commitment from the 2019/ 2020 budget for existing contracts is 3 months of the Advice Service contract which runs until 30/06/2019.

3.3 All the above commissions will have completed their final year in contract. In terms of procurement this means that if a decision is taken that the activity is still needed a competitive tendering process will need to take place. Each of the services will need to follow a retendering exercise where the opportunity is put out to the market through YOR Tender. The private sector housing officer would be an internal service level agreement.

4. South Area Council Finance Overview

4.1 Finance table:

Description	2017/18	2018/19	2019/2020
South Area Council Allocation	£400,000	£400,000	£400,000
Carry Forward + income	£93,615	£32,823 + Income confirmed to date £27,892	
Contracts / spend			
Advice Services	£74,375	£75,000	£18,750 (April 19 – June 19)
Environmental service (Kingdom)	£120,000	£60,320	
BMBC Safer Communities (environmental services)	£26,488	£14,000	
Tidy Team	£195,720	£195,720	
Private sector Housing	£14,636 +£13,575	£47,216 (£14,636 + £32,580)	
Summer Internship	£3,998		
Community Magazine	£3,500	£3,675	
Young people's pop up sessions	£2,000		
Young people's social media project	£2,500		
Wombwell TRO	£4,000		
Off road biking signs		£1,290	
Amendments to Hoyland Centre TRO		Up to £5000	
Park Land repairs – Sheffield Road Birdwell		£10,980	
Parks – Milton Pond banking		£1,080	
Spend	£460,792	£414,281	£18,750
In year balance	£32,823	£46,434	£381,250

4.2 Currently there is an in year balance of £46,434 for 2018/2019. Of the £27,892 income, £10,832 remains for environmental projects.

4.3 The annual figure for existing contracts totalled is £377,620

5. Background and information

5.1 At a South Area council workshop held on the 25th May 2018 members reviewed all the South Area Council contracts currently running in order to come to a view on commissioning intentions for 2019 /2020.

5.2 For each of the contracts the Members considered:

- The original purpose of the contract and whether the contract delivered on that purpose
- Contract performance to date
- What has worked well and not so well
- Is there evidence of continued need?
- Discussions to date regarding competing South Area Council Priorities
- Current and future financial position

5.3 At the workshop Members recommended the following:

5.4 Environmental Tidy Team Service

- That there is a continued need for a Tidy Team / environmental service from the 1st April 2019 and requested that the South Area Council Manager pull together a tender specification with the intention that the opportunity is put out to the market as part of a competitive tender process
- That the new tender specification has a clear focus on upskilling community groups and residents in sustaining their own neighbourhoods, a strong educational and preventative remit particularly around dog fouling and a priority around local employment and apprenticeships

5.5 Private Sector Housing Service

- That there is a continued need for a Private Sector Housing service from the 1st April 2019 and requested that the South Area Council Manager seek approval to extend the Service Level Agreement for 12 months from 1st April 2019

5.6 Environmental Enforcement

- That there is a continued need for the parking services element of the environmental enforcement service contract and that the South Area Council Manager explore options to fund parking services
- That the focus for parking services should be solely around the main shopping centres of Wombwell and Hoyland and should include evening and weekends
- That the littering and dog fouling elements be looked at as educational projects

5.7 Advice services

- That there is a continued need for an advice service across all wards from the 1st July 2019 and requested that the South Area Council Manager pull together a tender specification with the intention that the opportunity is put out to the market as part of a competitive tender process
- That the new tender specification reflects the need to support people who needs the support the most, that people who are able to access telephone and online support are encouraged to do so
- That the South Area Council Manager looks at different options to manage any future demand of a contract, including triage models, apprenticeships, evening sessions, tailored provision

6. Current Advice Service Contract

6.1 At the South Area Council meeting on the 27th April 2018 Members received a presentation from CAB, the current provider, regarding an update of performance to date and in particular to discuss how to manage current demand.

6.2 The following options were discussed:

1. Welfare rights worker and generalist advisor jointly deliver one extra service per month at Hoyland to assist clients either on a drop in basis or by pre-booked appointments, the additional cost for this service would be £4,572pa, this costing assumes that we would have 2 interview rooms free of charge available to us at the same time to provide this service.
2. Welfare rights worker to deliver one extra service per month at Hoyland to assist clients by pre-booked appointments, the additional cost for this service would be £2,286, this costing assumes that we would be able to have an interview room free of charge available
3. Welfare rights and a legal advisor apprentice jointly deliver one extra service per month at Hoyland to assist clients by pre-booked appointments, the additional cost for this service would be £3,792pa, this costing assumes 2 interview rooms free of charge available at the same time to provide this service and that the welfare rights worker would support and supervise the Apprentice. The Apprentice would only deal with basic benefit matters i.e. MR, benefit checks, looking at correspondence etc. under supervision.
4. An Apprentice joins the welfare rights worker and general advisor on one Monday evening per month or joins welfare rights worker on one Tuesday afternoon per month to jointly deliver one extra drop in service per month at Hoyland. The additional cost for this service would be £1,506pa, this costing assumes an additional interview room free of charge available at the same time to provide this service and that the workers would support and supervise the Apprentice. The Apprentice would only deal with basic benefit matters i.e. MR, benefit checks, looking at correspondence etc.
5. An apprentice would deliver telephone ring backs from our town centre office one day per month dealing with basic benefit matters i.e. MR, benefit checks, looking at correspondence etc. under the supervision the Welfare rights worker. The additional cost for this service would be £1,006pa
6. An advisor with combined welfare rights, benefit and generalist knowledge. One additional session per month. £4,970

6.3 Further discussions took place regarding the above options at the workshop on the 25th May 2018. Members preferred option is option 2, a welfare rights officer delivering an additional session in each Hoyland and Wombwell as evening sessions.

7. Suggested timescales

Task	Timescale
Recommendations from South Area Council workshop for future commissioning	25th May 18
Paper at South Area Council meeting outlining commissioning intentions for recommendation	15th June 18
Draft specifications and SLAs to be worked up for commissions and specification framework agreed at Area Council meeting	31st August 18 and 26th October 18
Publish on YOR tender	October 18
Evaluation panel	November 18
Contract awards	December 18
Contract start dates	1st April 19 / 1st July 19

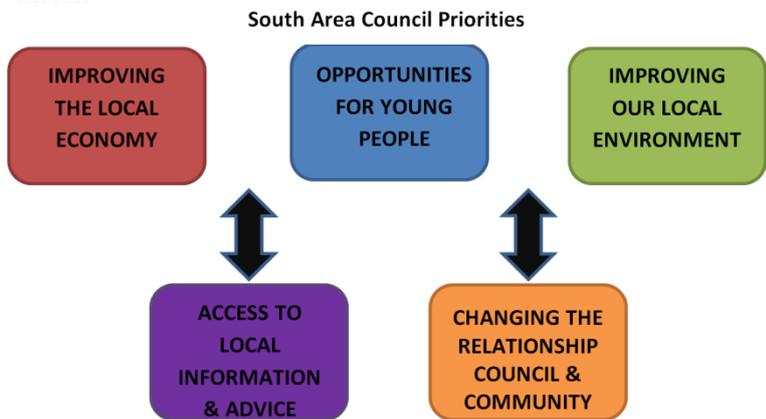
8. Future commissions and projects

8.1 In addition to the existing contracts the South Area Council are considering commissioning a Social Isolation project. This work is being developed alongside any learning from the Barnsley Age UK pilot operating in Wombwell. This work has been taken into consideration regarding future budgets.

8.2 Previously the South Area Council has funded projects against each of the South Area Council priorities. Currently there are no specific commissions/ projects for the ‘Opportunities for young people’ or ‘Improving the local economy’ priorities.

8.3 Projects funded previously:

- Opportunities for young people: summer internship, Fire and Rescue ARC courses, Youth Asset mapping, Life skills course for young people, young people social media project
- Improving the Local Economy: business surveys and courses for local businesses



8.4 A number of project ideas were discussed and will be investigated by the South Area Council Manager for consideration at future meetings. The project ideas include:

- Youth life skills projects i.e. Fire and rescue ARC courses (these have been funded previously)
- Youth voice and influence and activities grants pot i.e food poverty, skills, health and well being
- Early help support projects: basic skills, money management, information events
- Winter wellbeing event

8.5 At the South Area Council meeting on the 27th April 2018 Members supported the idea of holding a Winter Wellbeing event across the South Area. The event would build on the success of sloppy slippers and include key winter messages and support (flu jabs, staying warm and winter warm packs, fuel poverty, social isolation).

8.6 Members are asked to consider allocating a budget of up to £2,000 towards this event. The budget would fund items for winter packs, room hire, promotional materials, food and transport.

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