

# **BARNSELY METROPOLITAN BOROUGH COUNCIL**

**North East Area Council**

**Report of the Area Manager**

**April 4<sup>th</sup>, 2019**

## **Agenda Item 7**

### **The Environmental Enforcement Service Level Agreement with the Safer Neighbourhoods Services**

#### **1. Purpose of report**

This report provides members with an update about the Environmental Enforcement Service Level Agreement with the Safer Neighbourhoods Service, and the proposal to implement an electronic approach to the processing of Fixed Penalty Notices as part of this agreement.

#### **2. Recommendations**

**It is recommended that members:**

- **Note the update provided about the Service Level Agreement, and the electronic approach to processing tickets.**
- **Approve an £14,840 per annum for the Service Level Agreement with the Safer Neighbourhood Service to enable an electronic approach to the processing of Fixed Penalty Notice's to take place. This electronic approach will be reviewed after an initial period of 6 months.**

#### **3. Background**

The procurement of an Environmental Enforcement service with a focus on littering, dog fouling and parking was agreed at the meeting of North East Area Council on 27<sup>th</sup> September 2018.

Following a robust procurement process with the support of the Council's Strategic Procurement and Commissioning Support Service, the contract for this service was awarded to District Enforcement at a cost of £65,000 annum.

A contract inception meeting with District Enforcement took place in early January 2019, when feedback was provided on their tender submission and milestones, outcome indicators and targets for the contract were agreed.

Discussions also took place in this meeting about the use of handheld electronic devices and the potential of the administration function being carried out fully electronically.

A meeting with the Head of the Safer Neighbourhoods Service was scheduled for early January 2019 to discuss the delivery of the Service Level Agreement and the

practicalities of having two different providers operating in the area, however this meeting had to be cancelled due to illness.

#### **4. Current Situation**

Ongoing discussions have taken place with the Safer Communities Service Manager, and Procurement colleagues, about the practical delivery of the Service Level Agreement, including the provision of an electronic solution to the processing of tickets. It is however proving very difficult to deliver this aspect of the Service Level Agreement within the original price anticipated for the Service Level Agreement.

Given that each Fixed Penalty Notice would result in a £10 processing charge, it is anticipated that the cost of delivering all aspects of the Service Level Agreement for the Environmental Enforcement Service would be £14,840 per annum.

It is therefore recommended that £14,840 is approved for a Service Level Agreement with the Safer Neighbourhoods Service, and to enable the electronic processing of tickets to be implemented and delivered.

This electronic approach will be reviewed after an initial period of 6 months.

Caroline Donovan  
North East Area Manager  
4<sup>th</sup> April 2019