

# BARNSELY METROPOLITAN BOROUGH COUNCIL

Penistone Area Council  
1<sup>st</sup> August 2019

Report of the  
Penistone Area Council Manager

Agenda Item: 6

## Penistone Area Council Procurement and Financial update report

### 1.0 Purpose of Report

1.1 This report provides members with an update on the following commissioning and procurement activity:

- Supporting Vulnerable and Isolated Older people service
- Working Together Fund
- Clean & Tidy Service

1.2 The report outlines the agreed current priorities for Penistone Area Council 2019/2020 and the intentions for spend against these priorities

1.3 The report outlines the 2019/2020 financial year position for Penistone Area Council and current budget update.

### 2.0 Recommendations

2.1 That members receive the update on the procurement activity.

2.2 That members note the update and progress of contracts funded by the Supporting Isolated and Older People Grant fund

2.3 That members agree the allocation of further funds to support and promote the Penistone Working Together Fund

2.4 That members note the update on the Twiggs Clean and Tidy contract from within this report

2.5 That Members delegate responsibility to the Executive Director, Communities, in liaison with a Working Group, for approval of the service specification and associated procurement processes for the procurement of a service to deliver a Clean, Green and Tidy service at an estimated cost of £98,007 for a 1 year period, (1st April 2020 – 31st March 2021), with an option to extend this for a further one year plus one year subject to satisfactory performance, need for the service and availability of finance.

2.6 **That Members note the current position for the 2019/2020 budget.**

3.0 **Supporting Vulnerable and Isolated Older People Service**

3.1 At a Member briefing on 17<sup>th</sup> May 2018 Members reviewed the existing commissioned service to address the needs of isolated and vulnerable older people in the Penistone East and West area, delivered by Age UK. It was concluded that whilst outcomes from the existing contract were being addressed satisfactorily, there was a need for further work beyond the lifespan of the contract to ensure a more sustained approach can be made to addressing the needs of isolated and vulnerable older people in the Penistone East and West area.

3.2 At the Penistone Area Council meeting 19<sup>th</sup> July 2018 , it was agree that £70k was made available from 2018/9 Penistone Area Council fund allocation to set up a 'Supporting Vulnerable and Isolated Older People Fund' (SVIOP) with devolved responsibility for the formal approval of the grants to the Executive Director for Communities, following recommendations from the grant fund Panel Members.

3.3 Members were provided with the opportunity to comment on the grant outline proposal following Area Council on October 4<sup>th</sup> 2018, and the grant was advertised for applications on November 2<sup>nd</sup>. Applications were received and assessed by the SVIOP grant fund panel on December 11<sup>th</sup> 2018 and Age UK were recommended as the preferred supplier for delivery of all three lots of the grant fund to commence January 17<sup>th</sup> 2019.

3.4 Performance to date is satisfactory against each of the contracts for the second quarter of the grant funded services with further information provided within the PAC Quarter 1 performance report presented at this meeting.

3.5 At a PAC member workshop on July 11<sup>th</sup> 2019, it was requested that further information on activity against the contracts was presented by Age UK to this meeting to assist with reviewing how PAC may wish to support this work once grant funding finishes at the end of December 2019.

4.0 **Penistone Area Council Working Together Fund**

4.1 At a Penistone Area Council meeting in June 2015 Members agreed £120,000 over an 18-month period to establish a Penistone Working Together Fund. Successful applications meeting BMBC and Penistone Area Council priorities would be awarded between £5,000 and £20,000.

4.2 Further to this decision, at the Member Briefing meetings on the 17<sup>th</sup> and 24<sup>th</sup> November 16 the Penistone Area Council Members considered their priorities for the 17/18 financial year and following a review of the projects funded to date to

supported the continuation of the Penistone Working Together Fund. It was recommended that the remaining £32,038 of the Penistone Area Council 2016/17 commissioning budget be allocated to the Penistone Working Together fund and that £50,000 from the 2017/18 commissioning budget be allocated to continue the fund for 2017 /18. This gave a working total budget of **£202,038**

- 4.3 At the Area Council meeting on the 5th October 2017 it was recommended to transfer £10,000 from the remaining underspend to top up the Penistone East and West Ward Alliance budget
- 4.4 At the Area Council meeting on the 8<sup>th</sup> February 2018 it was agreed that the remaining underspend of the Working Together Fund was carried forward to 2018/19 and that funds be promoted widely to attract applications.
- 4.5 At the Area Council meeting on 5<sup>th</sup> April, 2018 Members considered an option to use an allocation of remaining Working Together Funds to support the continuation of running the Community Transport bus pilot operated by South Pennine Bus Company for a further 12 months at a cost of £20,000. It was agreed that an application would be welcomed for consideration by the Working Together Panel and subsequently Working Together Funds were not widely publicised.
- 4.6 At the Area Council meeting on 19th July 2018 it was agreed to accept appropriate informal requests for funding from PWTF, and that any decision to make further additions to Working Together funds from Area Council budget reserves be considered at a later date following a review of Area Council priorities later in the year.
- 4.7 Since July 2018 the panel has given consideration and approval to fund a number of further projects totalling **£ 22,349** to support current PAC priorities.
- 4.8 At the Area Council February 14<sup>th</sup> 2019 members agreed to allocate the Area Council underspend of £18,448 from 2018/19 budget to the Working Together Funds, giving a unallocated grant fund of **£28,596** which has been carried forward for spend within the 2019/2020 financial year.
- 4.9 Following advice to Members at PAC on 14<sup>th</sup> February that funding to support the South Pennine Community Transport Bus service 25 was due to come to an end at the end of March 2019, a decision was taken that a further application for funds be encouraged from South Pennine to support a proportion of operational costs. Members are advised that PWTF grant panel recommended an application for £14,000 on 9<sup>th</sup> May 2019 to provide 46% of operational costs for the South Pennine Community Transport Bus for the financial year 2019-2020.
- 4.10 The current total remaining within the PWTF is currently **£14,596**.
- 4.11 At a PAC forward planning workshop with members on July 11<sup>th</sup> 2019, members

gave consideration of the Working Together Grant fund and it was suggested that the grant provides a good means for supporting a wide range of projects that will enable the Area Council to meet its' current priorities.

4.12 In order to attract further projects to the funds in support of PAC priorities, it is recommended that Members agree the allocation of £50k from within the 2019/2020 PAC budget to the Working Together Grant fund, and that the fund be widely publicised for applications.

4.13 **Total allocations to date**

Penistone FM	£ 15,627.00
Penistone Round Table	£ 11,660.00
Penisone Scout Group	£ 8,050.00
Sporting Penistone	£ 16,230.00
DIAL (Information and Advice service 2017)	£ 4,275.00
Barnsley Market – BMBC Market Barn additions lighting and Wi-fi	£ 6,740.00
Penistone Youth Project (TYS)	£ 8,730.00
The People Focussed Group ( Bumping spaces)	£ 19,836.00
Cycle Penistone CIC	£ 5,990.00
Penistone FM Community Radio Older people	£ 19,840.00
South Pennine Community Transport CIC 2017 pilot	£ 5,000.00
Trans Pennine Trail Conservation Volunteers Penistone Station project	£ 6,630.00
Allocation to Ward Alliances	£ 10,000.00
DIAL ( Information and Advice service 2018)	£ 4,395.00
South Pennine Community Transport CIC 2017 Pilot extension	£ 6,538.00
South Pennine Community Transport CIC Service Delivery 2018/19	£ 20,000.00
TPT conservation volunteers Penistone Station project extension	£ 2,890.00
Penistone FM Young Voices	£ 7,644.00
DIAL (Information and Advice service 2019 with option to extend to 2020)	£ 9,700
CAB Barnsley (Information and Advice Debt support 6 month Pilot to Sept 2019)	£ 2,115
South Pennine Community Transport CIC Service Delivery contribution 2019/20	£ 14,000

Total Allocations to date	£ 205,890
Amount remaining for allocation 2019/2020	£ 14,596
Potential available following approval of additional funds	£ 64,596

## 5.0 Clean, Green and Tidy Service

- 5.1 At its meetings on the 8<sup>th</sup> December 16 and 9<sup>th</sup> February 17, the Penistone Area Council agreed to tender a new Clean, Green and Tidy contract. Under a new procurement policy BMBC ( the previous provider) would not be tendering for the service.
- 5.2 Twiggs Ground Maintenance Ltd were successful in being appointed as the preferred provider and started their contract on the 1<sup>st</sup> November 2017.
- 5.3 At the Area Council PAC meeting of December 7<sup>th</sup> 2017, Twiggs Ground Maintenance Ltd presented an outline of the service they would be delivering to meet the contract requirements. Subsequent performance reports have been received by Area Council at meetings on February 8<sup>th</sup> and April 5<sup>th</sup> 2018 showing satisfactory progress against contract outcomes.
- 5.4 A presentation was given by Twiggs Ground Maintenance to Penistone Area Council at it's meeting on June 7<sup>th</sup> 2018, giving a full review of work undertaken against contract so far. This was well received by members.
- 5.5 At the Area Council meeting of July 19<sup>th</sup> 2018, Members agreed to extend the current contract which was due to finish on 1<sup>st</sup> November 2018, for a further 12 months at a cost of £98,007. It was agreed that funding to support this would be allocated on the basis of 5 months at a cost of £40,836.25 from the 2018/19 Area Council budget, with the remaining amount of £57,170.75 to come from the 2019/20 Area Council budget.
- 5.6 Members received a presentation given by the Twiggs service of performance to date at the the PAC meeting on June 13<sup>th</sup> 2019, which was well received, and were reminded that the current contract is due to finish on November 1<sup>st</sup> 2019.
- 5.7 In order to assist with any future procurement process, Members approved spend from within the current budget and to waive contract procedure rules in order to extend the current contract to the end of the financial year 2019/2 at a cost of £32,670.
- 5.8 The current Twiggs Clean, Green and Tidy contract continues to perform satisfactorily against agreed targets. A summary of activity is included within the quarter 1 performance report of this meeting,

5.9 Following a PAC forward planning member workshop on July 11<sup>th</sup> 2019, members indicated an intention to continue to support a Clean, Green and Tidy service for the Penistone area from 2020. In order to take this forward it is recommended that members approve for delegated responsibility to the Executive Director, Communities, in liaison with a PAC Working Group, to approve the service specification and associated procurement process for the procurement of a Clean, Green and Tidy service at an estimated cost of £98,007 for a 1 year period, (1st April 2020 – 31st March 2021), with an option to extend beyond this for a further one year, plus one year subject to satisfactory performance, need for the service and availability of finance.

#### 6.0 **Ward Alliance funding**

6.1 At the end of the financial year 2018/19, £6,014 remained within the Ward Alliance Fund which has been carried forward to the Ward Alliance allocation for 2019/20.

6.2 A Ward Alliance fund allocation of £20,000 has been made available outside of Area Council Funds for the financial year 2019/2020

6.3 It is recommended that WA funds are monitored and any increase in demand is noted by Area Council, to allow for the potential allocation of any additional funds to the Ward Alliance from within the 2019/2020 PAC budget at a later date.

#### 7.0 **Penistone Area Council Priorities 2019/2020**

7.1 A member briefing was held on 24<sup>th</sup> January 2019, where PAC members were presented with current statistical information from BMBC business intelligence unit about the Penistone area, as well as findings from a short on-line community consultation exercise carried out in December 2018 in order to review the current PAC priorities.

7.2 Members concluded that information available demonstrated that current PAC priorities were still valid but would welcome the opportunity to undertake more robust investigation of local issues by consulting more widely from within the community, taking into account town and parish plans over the next 12 months.

7.3 At the PAC meeting 14<sup>th</sup> February 2019, Members agreed to carry forward existing PAC priorities for the next financial year 2019/2020 whilst further consultation work is carried out, and also agreed to a further review of priorities based on findings from consultation to take place in January 2020.

7.4 A member workshop held on July 11<sup>th</sup> 2019, considered a forward plan for meeting current PAC priorities and a review of existing budgets in order to meet these. Recommendations following discussion at this workshop are referred to at 4.12 and 5.9 within this report. Further updates to be presented to PAC on October 3<sup>rd</sup> 2019.

## 8.0 Penistone Area Council Community Magazine

- 8.1 Following discussion at the Area Council meeting on February 14<sup>th</sup> 2019, Members agreed the option for communicating the work of the Area Council and Ward Alliance to the Penistone area via content for the Penistone Living Magazine.
- 8.2 Members agreed at PAC on April 11<sup>th</sup> to allocate £2,664 from 2019/2020 budget to provide up to six pages of content for inclusion in each of two editions of Penistone Living Magazine over a 12 month period. Members are advised that the first of these information updates will be included in the August edition of Penistone Living.

## 9.0 Finance Update

- 9.1 The 2019/2020 budget shows a current allocation of £92,505, giving a total amount of **£107,495** available for spend against priorities over the coming year
- 9.2 Subject to approval of funds for allocation to the Working Together fund at 4.12 within this report this would leave a working total of £57,495
- 9.3 2019/20 Budget allocations

Approved spend items in operation in 2019/2020	Current approved expenditure from 2019/2020 budget
Clean Green and Tidy Extension	£57,171 ( ends Nov 2019) £32,670 (waiver to april 2020)
Working together fund	£50,000 (subject to approval)
Allocation to WA funds	
Penistone Living Magazine inserts	£ 2,664
Supporting Older people Fund	
Total spend approved	£92,505
Current Total remaining from base budget of £ 200,000	<b>£107,495</b>
Total subject to approval	<b>£57,495</b>

