

South Area Council – Procurement and Financial Update

1. Purpose of Report

1.1 To provide a procurement update and a number of recommendations for consideration in order to inform and provide a steer on future commissioning intentions for the Environmental, Education Tidy Team contract.

1.2 To provide information on a request for funding from the remaining £1180 Environmental Enforcement income in order to tackling issues and erosion caused by quad bikes riding alongside the River Dove.

2. Recommendations

2.1 That members consider the recommendations within the report regarding the Environmental, Education Tidy team contract and provide a steer.

2.2 That Members are asked to consider and agree the recommendation at 4.4 of a **maximum contract value of £181,721** per year for a new Environmental, Educational Tidy Team service.

2.3 That Members are asked to agree the recommendation at 4.5 for a contract length for the Environmental, Educational Tidy Team of **3 years**. This would be an initial one year plus one year plus a finale third year. This would allow an annual review of performance, continued evidence of need and funding availability.

2.4 That Members are asked to agree the procurement timescale set out at 4.6 with a **YORtender deadline for submissions of 22nd December 20** and a **contract award date of 5th February 2021**.

2.5 That Members are asked at 4.7 to **nominate two Members to take part in the tender process, scoring and sit on the tender interview panel**.

2.6 That Members are asked to approve the recommendation at 5.4 that the **South Area Council Manager pulls together a specification for consideration by Members** following details from this meeting and prior to the next Area council meeting in October 20.

2.7 That Members are asked to **delegate authority to the Executive Director Communities to agree the final specification and tender information for all commissioning work outlined in this report following consultation with Members of South Area Council**.

2.8 That Members are asked to consider the proposal for **allocating £1050 of the remaining £1180 Environmental Enforcement income** in order to install fencing and barrier outlined in 6.4 to tackle problems with quad bikes causing damage by entering the nature reserve at the side of Netherwood Road and along the River Dove.

3. Environmental, Education Tidy Team update

- 3.1 The South Area Council currently commission the Anvil CIC South Tidy team to deliver an Environmental and Education service for the South Area. The contract was commissioned on a one year plus a further year basis.
- 3.2 The second year of the contract will terminate on the 31st March 2021. If the South Area Council wish to continue to fund this type of service then the opportunity to tender for the service must be advertised on YORtender to the market as a full, open and competitive tender opportunity as in previous years.
- 3.3 The value of the contract for the first year was £189,955 and £181,721 for the second year which reflected a variation to contract for the second year to amend targets for Apprenticeships.

Contract	Start date	End date	Total Contract Value
South Tidy Team	01/04/19	31/03/2021	£189,955 + £181,721
Advice service	01/07/2019	30/06/2021	£79,572 + £79,572
Environmental enforcement	01/04/2019	31/03/2021	£14,956 + £18,220
BMBC Environmental enforcement	01/04/2019	31/03/2021	£2735 + £5000
Private Sector Housing officer	02/09/2019	30/09/2021	£26,480 + £26,480
Tackling Social Isolation	01/09/19 Contract review TBC	31/08/21	£59,960 + £59.960
Healthy Holidays – WA top up	01/02/19	Ongoing	£10,000 (£2500 per ward)
Functional fitness MOT Training	TBC	TBC	£1200
South Health and Wellbeing Fund:			£24,870 public health, £938 SAC
- TADS for Wellbeing	01/07/19	30/06/2020	£4,110
- Young Wellbeing Ambassadors	01/07/19	30/06/2020	£4,450
- DIAL Community workshops	01/07/19	30/06/200	£2,400
- Fairshare Yorkshire, Step forward programme	01/12/19	30/06/2020	£4,850
- Reds in the community	01/11/19	30/06/2020	£4998
- Wombwell men in sheds	01/11/19	30/06/2020	£5000

4. Environmental, Education Tidy Team – proposed way forward and timescales

- 4.1 In this report Members are being asked to provide a steer on the future commissioning intentions for an Environmental, Education Tidy Team service.
- 4.2 Members confirmed their intentions to retender this contract at Members briefings held the week commencing 7th September 2021.
- 4.3 Members are asked below to consider the timescales, contract value amount, contract length and commissioning panel representatives in order to run a competitive retendering process for a new service.

Contract Value

- 4.4 Members are asked to consider and agree the maximum contract value for a new Environmental, Educational Tidy Team contract. Currently the annual contract value is £181,721. The contract value recommended in this report is **£181,721**. This was the consensus discussed at the members briefings and is recommended in order to facilitate the inclusion of training, apprenticeships, traineeships and work experience opportunities, in particular, looking to support and address skills gaps and reskilling needs following the pandemic.

Contract length

- 4.5 Members are asked to agree the length of a new Environmental, Educational Tidy Team contract. A two year and three-year contract length was discussed at

members briefings and based on a majority consensus a **three year contract** is being recommended. The contract length is being recommended in recognition that this contract can add a great deal of value to the Council's 5-point recovery plan by supporting community groups, volunteering and educational projects throughout the pandemic and acknowledgement that this will take time to deliver.

Tendering timescale

- 4.6 Working alongside the procurement team the following timescale has been developed. In previous years Members have always been keen to allow sufficient time between contract award and start date to allow a new provider or existing contractor to manage staffing arrangements and prepare for the contract start date. **Members are asked to agree the recommended timescale below:**

EVENT	DATE
Publication of OJEU Notice	16/11/2020
Publication of Tender	18/11/2020
Deadline for Clarifications – through YORtender only	15/12/2020
Submission Deadline	22/12/2020
Evaluation of Tenders	4/01/2021 – 22/01/2021
Presentation	TBC
Notification of Intent to Award (Start of Standstill period)	25/01/2021 – 4/02/2021
Contract Award – Issue of Contracts for signature	5/02/2021
Start Date	01/04/2021

Tender Interview Panel

- 4.7 Previously two Members have formed part of the tender interview panel alongside the South Area Council Manager and an additional officer. Tender interviews and presentations will be carried out by Microsoft teams and tender scoring and paperwork will need to be completed individually and submitted prior to the tender panel meeting. Informal training through the procurement team will be available. **It is recommended that two Members are nominated to sit on the tender interview panel.**

5. Developing a specification

- 5.1 During the pandemic the South Area Council contracts, including the South Tidy Team, have been able to flex their contracts in order to continue to offer appropriate and emerging support across the community. A new specification is going to have to take into consideration that we are still working through a Covid 19 recovery stage which has impacted on how all our contracts are able to deliver services.
- 5.2 Any new specification will need to reflect social distancing and anticipate / provide flexibility in how services can be delivered and follow the up to date Government guidelines. Currently there are a number of educational targets which include working with schools. Whilst the educational element of the contract has always been key to the work, the specific target numbers will need

to better reflect how the service can work with communities, schools and groups in a different way.

5.3 There are opportunities and amazing examples in our communities of how activities have been adapted and delivered, such as digital resources. The contract holds a great deal of value in supporting the Councils 5-point recovery plan and Public Health '5 ways to wellbeing'. As such there is an opportunity to build targets around these as criteria. Information, reassurance and guidance can also be built in providing opportunities for people to be more physically active, working outdoors and improving the local environment and health and wellbeing and which is safe and relevant to the current Government guidance while maintaining the environment.

5.4 This report is recommending that the **South Area Council Manager pulls together a specification for consideration by Members** following details from this meeting and prior to the next Area council meeting in October 20.

6. South Area Council funding request

6.1 The Darfield Councillors have been in discussion with Parks regarding reports received of quad bikes entering the nature reserve at the side of Netherwood Road and then riding along the River Dove.

6.2 On inspection Parks have reported that the quad bikes are not only causing anti-social behaviour but also damaging and eroding the River Dove river bed and river banks. This a high-risk flood area, damage has already been caused to a resident's septic tank which is positioned on the river bed and is due to the damage and river backing up to the site. Parks are concerned that further damage will result in very costly repairs to put right.

6.3 Parks have advised that steel fencing would prevent access to the river and help secure the whole site, preventing access by quad bikes. Currently the side of the road is wide open.

6.4 The cost of the fencing is £1050 for 2 100mm x 100mm galvanized posts, 1.6m high with a gap in-between of 1m and a 1.2m high double rail galvanized tube clamp barrier. Parks have advised that they do not have the budget to fund these works. Images below:



6.5 The South Area Council have £1180 remaining in the budget from Environmental Enforcement income. The recommendation is that Members consider this proposal for allocating £1050 in order to install the fencing and barrier outlined in 6.4.

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