

BARNSELY METROPOLITAN BOROUGH COUNCIL

Central Area Council Meeting:
14th March 2016

Agenda Item: 5

Report of Central Area Council
Manager

Central Area Council Procurement and Financial Update Report

1. Purpose of Report

1.1 This report provides members with an update on:

- the outcome of the procurement process to identify a Provider to deliver an Environmental Enforcement Service
- the outcome of the procurement process to identify a Provider to deliver a service to “create a cleaner and greener environment in partnership with local people”

1.2 The report also provides members with an update on the following contracts/services:

- RVS contract extension to 31st March 2017-Reducing loneliness and isolation in older people
- YMCA contract extension to 31st March 2017-Improving the overall health and wellbeing of children and young people aged 8-12 years
- Identifying a Provider to deliver a “Private rented home visiting and support service for families with young children” (currently delivered by Homestart)
- Youth Programme “to improve the overall health and wellbeing of children and young people aged 13-19 years”

1.3 Finally, the report outlines the current financial position for 2015/16 and the projected position for 2016/17.

2. Recommendations

It is recommended that:

2.1 **Members note the outcome of the following 2 procurement processes and delegate responsibility to the Executive Director, Communities, for issuing contracts to the successful Providers:**

- **to deliver an Environmental Enforcement Service-Kingdom Security Ltd. and associated SLA with BMBC Safer Communities Services and Parking Services**
- **to deliver a service to “create a cleaner and greener environment in partnership with local people”-TBC**

2.2 Members note the updates outlined in this report for the following contracts/services:

- **RVS contract extension to 31st March 2017-Reducing loneliness and isolation in older people**
- **YMCA contract extension to 31st March 2017-Improving the overall health and wellbeing of children and young people aged 8-12 years**
- **Identifying a Provider to deliver a “Private rented home visiting and support service for families with young children” (currently delivered by Homestart)**
- **Youth Programme “to improve the overall health and wellbeing of children and young people aged 13-19 years”**

2.3 Members note the current and projected financial position for 2015/16 and 2016/17, reflecting the financial commitments contained within this report.

3.0 Outcome of the recent procurement process to identify a Provider to deliver “an environmental enforcement service”.

3.1 Further to the approval of the specification of requirements and the associated Procurement Strategy for “an integrated environmental enforcement service” by Central Area Council on 9th November 2015, the procurement process as agreed, has now been concluded.

3.2 Members will recall that to enable a bespoke service to be delivered for each Area Council and for each Area Council to manage its own contract, the procurement consisted of 5 individual lots with the same service provider to be appointed for each of the 5 lots.

3.3 The OJEU advertisement and YOR tender notification to procure this service were placed on 30th November 2015.

The following two organisations submitted tenders and both passed the pre-qualification stage:

Kingdom Security
3GS

The quality part of the evaluation was undertaken by a Panel made up of 3 Area Managers (including Central Area Manager), and this Panel was supported by Jenny Grant, NPS.

The price submission was evaluated separately as outlined previously.

Following the agreed process for price and quality, Kingdom Security submitted a bid which scored highly on quality and is acceptable on price. Kingdom has the CHAS accreditation in place, has the required levels of insurance and the company’s safeguarding information has been confirmed as acceptable.

The tender submitted by Kingdom Security has therefore been formally accepted.

Pre-contract discussions will now take place between the Central Area Manager and Kingdom Security to finalise the contract monitoring requirements and the associated milestones, outcomes and targets to be included in the contract.

The contract will commence on 1st April 2016.

- 3.4 To ensure that the Environmental Enforcement Service to be delivered by Kingdom Security operates as part of the Council's broader approach, complements the Council's "core offer", operates with the same degree of integrity, benefits from existing local infrastructure, and can legitimately act on behalf of the Council as the primary enforcement agent in the Central Council Area, the **Service Level Agreement** with BMBC's Safer Communities Services and Parking Services is currently being revised. Once finalised, a copy will be circulated to Central Area Council members.

4.0 Outcome of the recent procurement to identify a Provider to deliver "a service to create a cleaner and greener environment in partnership with local people."

- 4.1 The specification of requirements and associated Procurement Strategy synopsis for "a service to create a cleaner and greener environment in partnership with local people," was approved by Central Area Council on 9th November 2015.
- 4.2 Further to the advertisement placed on YORtender on 18th December 2015 for this service, 3 organisations completed and submitted tenders.

The quality part of the tender evaluation involved a pre-qualification Stage One, which comprised checks against minimum requirements in the following areas:

- Insurance
- Financial
- Health and Safety
- Safeguarding and Lone Working Policies
- Waste Carriers Licence

All 3 organisations passed this Stage.

The quality evaluation was therefore undertaken by the following Evaluation Panel:

- Jenny Grant-NPS-procurement specialist
- Councillor Wayne Johnson- Central Area Council member
- Councillor Kevin Williams-Central Area Council member
- Fiona O'Brien-Central Area Team representative

The Evaluation Panel individually scored each of the three submissions. The Panel then met to discuss and moderate scores.

Following this meeting 2 providers were invited to attend an interview session that took place on Monday 29th February 2016.

The final scores from the written quality submission and the interview session were then added together to arrive at a final quality score for each of the 2 organisations.

The price evaluation was carried out separately to the quality evaluation resulting in a total price score for each of the organisations who were interviewed.

The price scores were then added to the total quality scores.

As a result of this process a successful organisation has been identified however we are currently in the formal “standstill” period so are not able to share this information at present.

The new service is due to commence on 21st April 2016.

5.0 Contracts/Services: Continuation of Central Council Services to 31st March 2017

- 5.1 It was agreed in principle at the Central Area Council meeting on 9th November 2015, and formally approved at the subsequent meeting on 11th January 2016, that the following contracts would be extended to 31st March 2017, by way of waiver:
- RVS- Continuation to deliver, in its current form, a service to reduce loneliness and isolation in older people: June 2016-31st March 2017 (9 months) - **£85,000**
 - YMCA-Continuation to deliver, in its current form, a service to improve the overall health and wellbeing of children and young people aged 8-12 years: 29th July 2016-31st March 2017(8 months) - **£81,000**
- 5.3 The necessary paperwork in order to waive the relevant contract procedure rules has now been completed and signed off by the Executive Director (Communities).
- 5.4 Revised outcome indicators, targets, quarterly contract reporting/monitoring dates and payment schedules for the extended period are currently being agreed. This will enable extended/revised contracts with RVS and YMCA to be issued to ensure that these services continue in their current form until March 2017.

6.0 Home (start) to Home Service Continuation/Extension

6.1 At the Central Area Council meeting on 11th January 2015 a 2 stage approach was agreed for the identification of Providers to deliver a “Private rented home visiting and support service for families with young children” (currently delivered by Homestart), in the Central Council area. The approach agreed with the associated progress to date is as follows:

- 1. The current contract/agreement with Homestart to be extended to 31st March 2016 at a cost of £5,300** - The necessary paperwork in order to waive the relevant contract procedure rules has been progressed and signed off by the Executive Director (Communities), and the agreement with Homestart for the extended period has also been signed off.
- 2. Undertake a procurement process, commencing in early January 2016 via the “3 written quotations” route, for a “Private rented home visiting and support service for families with young children,” based on the current delivery model, to be delivered from 1st April 2016 – 31st March 2017. The approximate cost of this service is £21,000-** A specification of requirements for this service has been developed and support is being provided by the new Strategic Commissioning and Procurement Service to ensure that this process is undertaken in a proportionate and timely manner.

6.5 As previously agreed, should no additional Providers for this service be identified through the 3 quotations process, a further waiver would be sought for Homestart to provide the service for the period 1st April 2016-31st March 2017.

7.0 Youth Programme- Update

7.1 At the last Central Area Council meeting on 11th January 2016, members were made aware that the following 3 local organisations had been successful in securing funds to deliver a collaborative Youth Programme for 13-19 year olds in the Central Council area: YMCA, Exodus and Addaction. A project synopsis can be found at Appendix 1.

7.2 To ensure that these 3 projects are working together effectively and are providing a complementary service across the Central Council area, a 13-19 Youth Programme Collaboration Group has been established. This group has met on 2 occasions to date, with the 3 successful providers, a representative from the Council’s Targeted Youth Support Service, and a member of Central Area Team, attending both meetings.

7.3 Once a Central Area Council Youth Programme delivery schedule is developed this will be circulated to members, community networks and partner organisations.

8.0 Current financial position

- 8.1 Based on updated information relating to Central Council's current contracts and Service Level Agreements, Working Together Fund projects, income from the payment of Fixed Penalty Notices (FPN's), and all proposals contained in this report, Appendix 1 attached provides a revised position statement on Central Council funding. The table shows actual expenditure for 2014/2015 and allocations and projected expenditure for 2015/16 and 2016/17.
- 8.2 As noted in previous meetings, members should be aware that some of the figures provided at Appendix 2 remain indicative projections and may be subject to change depending on the payment schedules submitted and agreed as part of the ongoing procurement and contract management processes.
- 8.3 Based on the financial statement attached at Appendix 2 an amount of approximately **£188,973** remains unallocated for 2015/2016, and approximately **£126,372** for 2016/2017.
- 8.4 The 2016/2017 unallocated figure of **£126,372** does not however include the outstanding income from FPN's issued by Kingdom Security in 2014/2015 and all income from FPN's issued in 2015/2016. The approximate amount of this income is £45,000

Taking this approximate figure into account the revised unallocated expenditure available for 2016/2017 is **£171,372**

Appendices

Appendix 1- Summary of Successful Youth Programme schemes

**Appendix 2- Central Area Council Commissioning -Budget Financial Analysis
2014/15-2016/17**

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29th February 2016.