

NORTH LINCOLNSHIRE COUNCIL

CABINET MEMBER FINANCE, PROCUREMENT & IT

CONSULTANT USAGE: QUARTER 4 2011/2012

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 Cabinet introduced a protocol for the use of consultants as part of a package of cost management measures.
- 1.2 Under the new protocol services are required to report their use of consultants on a quarterly basis for 2011/12.
- 1.3 This report for Quarter 4 2011/12 has been produced by the council's procurement team in consultation with services.
- 1.4 The key points in this report are:
 - The council spent £330,498 on consultancy services in Quarter 4 2011/2012.
 - Consultancy to support major projects i.e. The Pods, Baths Hall New Entertainment Venue, Waste and BSF accounted for c.46% of the total spend. Other construction related consultancy accounted for 36% of total spend.
 - Total expenditure on consultants for 2011/12 was £1.286m
 - Services have reported that overall the use of consultants has been effective.

2. BACKGROUND INFORMATION

- 2.1 Cabinet introduced a protocol for the use of consultants as part of a package of cost management measures. The protocol requires services to report their use of consultants on a quarterly basis for 2011/12.
- 2.2 This report sets out a summary of consultant usage for Quarter 4 2011/2012 and provides a year-end total. Detailed findings are presented at appendix a.
- 2.3 The council spent £330,498 on consultancy services in Quarter 4. The tables below compare expenditure with previous quarters/financial years and provide a breakdown of spend by service and major project:

Comparison by Period/Year:

Year	Total Spend
2011/2012	£1.29m
2010/2011	£2.3m
2009/2010	£2.8m
2008/2009	£2.0m
2007/2008	£1.0m
2006/2007	£2.6m

Spend by Service:

Service	Consultancy Spend Quarter 1 2011/12 £	Consultancy Spend Quarter 2 2011/12 £	Consultancy Spend Quarter 3 2011/12 £	Consultancy Spend Quarter 4 2011/12 £	Total 2011/12
Adults	Nil	Nil	Nil	Nil	Nil
CYPS	Nil	Nil	Nil	Nil	Nil
Corporate & Community	£138,000*	Nil	Nil	£2,500	£140,500
Finance	Nil	Nil	Nil	Nil	Nil
Infrastructure	£173,204	£165,017	£92,506	£186,822	£617,548
Building Schools for the Future	£41,636	£54,693	£63,767	£53,364	£213,460
Neighbourhood & Environment	£70,829	£84,481	£24,568	£40,146	£220,024
Strategic Planning & Regeneration	£14,339	£26,949	£5,556	£47,666	£94,510
TOTAL	£438,008	£331,140	£186,398	£330,498	£1,286,042

*RIEP funded – commissioned by former Strategy Development Team prior to 2011 Reshaping

Major Project Spend:

Project	2010/11	Qtr 1 11/12	Qtr 2 11/12	Qtr 3 11/12	Qtr 4 11/12	Total 2011/12
BSF	£267,802	£41,636	£54,693	£63,767	£53,364	£213,460
New Entertainment venue	£250,489	£54,160	£27,529	£41,192	£63,320	£186,201
Waste	£478,141	£59,029	£71,365	£16,968	£31,201	£178,563
The Pods	£200,728	£45,947	£15,766	£1,606	£7,612	£70,931
Total	£1,197,160	£200,772	£169,353	£123,533	£155,497	£649,156

2.4 As detailed above, consultancy for major projects i.e. The Pods, Baths Hall New Entertainment Venue, Waste and BSF accounted for c. 46% of the total spent in Quarter 4. Other construction related consultancy accounted for 36% of total spend.

2.5 Whilst there is no universally accepted definition of consultant, services have used the following guidance in preparing their returns:

“A consultant is a person (not an employee), agency or firm engaged for a limited period of time on a fee basis to carry out a specific task or tasks. A consultant provides subject matter expertise and/or experience to the Council either because it does not possess the skills or resources in-house or because an independent evaluation is required. A consultant does not include agency staff/interim employed to cover vacancies or peaks in workload etc”.

2.6 Services engaging consultants reported that overall they have been satisfied with performance and effectiveness. Details are set out in Appendix A.

3. OPTIONS FOR CONSIDERATION

3.1 As this is an information report there are no options to be considered.

4. ANALYSIS OF OPTIONS

4.1 See 3.1 above

5. RESOURCE IMPLICATIONS (FINANCIAL, STAFFING, PROPERTY, IT)

5.1 Financial

Effective and transparent engagement of consultants and the monitoring of their performance will help to improve the value the council obtains from the commissions.

5.2 Staffing
None

5.3 Property & IT
None

6. OTHER IMPLICATIONS (STATUTORY, ENVIRONMENTAL, DIVERSITY, SECTION 17 CRIME AND DISORDER, RISK AND OTHER)

None

7. OUTCOMES OF CONSULTATION

7.1 This report has been prepared following extensive consultation with services.

8. RECOMMENDATION

8.1 That the findings set out in this report for Quarter 4 2011/12 are noted.

DIRECTOR OF FINANCE
PITTWOOD HOUSE
ASHBY ROAD
SCUNTHORPE
NORTH LINCOLNSHIRE DN16 1AB
J Whaler
12 April 2012

Background Papers used in the preparation of this report:
Consultant Usage Reports Q1, Q2 and Q3 2011/12

Project Title	Reason for Engaging Consultant	Key Deliverables	Performance of Key Deliverables	Cost
Adult Social Care				
Nil return				
Children & Young People's Service				
Nil return				
Corporate & Community Services				
Building Schools for the Future	Expertise / Experience	BSF documentation for St Bedes BSF project	Good	2,500
Finance				
Nil return				
Infrastructure				
Normanby Hall Enterprise Park	Independent Evaluation	Consultant Engineer engaged in the reclamation of Normanby Enterprise Park	Good	13,664
Normanby Hall Enterprise Park	Independent Evaluation	Consultant Engineer engaged in the reclamation of Normanby Enterprise Park works completed in Q4	Good	14,616
Carlton Street Multi-Storey Car Park - Demolition	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	3,997.00
Carlton Street Multi Storey Car Park - Demolition	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Good	2,000
Castledyke Primary School - Extension	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	400.00
Bushfield Road School - Extension	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	910.00
The Angel - Relocate Library and Local Link	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,800.00
Parkwood Primary School - Refurb Kitchen Survery Area	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,893.40
Gunness and Burringham Primary School - Replace HORSAs Dining Room	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Good	896.78
Willoughby Road Primary School - Extension to accommodate Infant School	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	22,387.68
St Peter and St Paul CE Primary School - 210 Place primary school	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,621.00

Appendix A

Scunthorpe Primary School - Upgrade Ventilation in Kitchen	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	504.86
Civic Centre - Registrars Offices	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Good	681.55
Melior College - Demolition of Block A	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,003.49
Winterton Hub - Relocation of Library	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	788.91
Broughton Village Hall - Library and Community Facility	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,656.59
Hewson House - PV Panels	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	1,440.00
Central Park - Bandstand	Expertise / Experience	Provide Structural Engineering Design services as part of the project team	Excellent	2,186.63
Education Preparation Unit - Covered Outdoor Play and Fencing	Expertise / Experience	Full Design Service	Good	394.22
West Street Family Centre - Covered Play Area	Expertise / Experience	Full Design Service	Good	139.00
Huntcliff College - Phase 2 Disabled Access Works	Expertise / Experience	Full Design Service	Good	1,311.46
The Cygnets - Increase Bedroom Capacity	Expertise / Experience	Full Design Service	Good	1,738.19
Kendale Road - Alterations to Site	Expertise / Experience	Full Design Service	Good	615.00
St Hugh's College - Covered Football Pitch	Expertise / Experience	Full Design Service	Excellent	1,515.00
20/21 Visual Arts centre - Redesign Shop & Reception Area	Expertise / Experience	Full Design Service	Good	637.50
Baths Hall - New Entertainment Venue	Expertise / Experience	Provide Architectural Design services as part of the project team	Excellent	4,200.00
Baths Hall - New Entertainment Venue	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Good	10,500.00
Scunthorpe Leisure Centre - Demolition	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	472.50
John Harrison Primary School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	412.86

Appendix A

Priory Lane Infant School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	719.45
Baysgarth Comprehensive School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	952.10
Scunthorpe CE Primary School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Good	507.91
Berkeley Infant School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	610.74
Bottesford Junior School - Roofing	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	1,242.13
Bushfield Road School - Extension	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	577.50
The Angel - Relocate Library and Local Link	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	2,047.50
Willoughby Road Primary School - Extension to accommodate Infant School	Expertise / Experience	Provision of Health and Safety/CDM Services as part of Project Team	Excellent	5,049.60
Willoughby Road Primary School - Extension to accommodate Infant School	Expertise / Experience	Provision of various surveys and reports as part of the project team	Excellent	3,278.55
The Pods	Expertise / Experience	To act as Project Manager as part of the project team	Good	2,169.93
Baths Hall - New Entertainment Venue	Expertise / Experience	Provision of specialist theatre design services as part of the project team	Good	9,275.70
The Pods	Expertise / Experience	Provision of Quantity Surveying services as part of the project team	Good	5,442.40
Baths Hall - Set Up	Expertise / Experience	Legal Advice - Contractual Negotiations for the operator contract	Good	11,620.00
Baths Hall - New Entertainment Venue	Expertise / Experience	Provision of Acoustician Services as part of Project Team	Good	16,000.00
St Peter and St Paul CE Primary School - 210 Place Primary School	Expertise / Experience	Provision of various surveys and reports as part of the project team	Excellent	3,971.84
Westcliffe Primary School - 315 Place Primary School	Expertise / Experience	Provision of BREEAM services as part of the project team	Excellent	1,852.15

Appendix A

Willoughby Road Primary School - Extension to accommodate Infant School	Expertise / Experience	Provision of a Transport Statement	Good	2,516.36
Silica Park - New Children's Home	Expertise / Experience	Provision of a Transport Statement	Good	1,285.76
Baths Hall - New Entertainment Venue	Expertise / Experience	Procurement advice	Good	4,214.73
Baths Hall - Set Up	Expertise / Experience	Provision of a Condition Survey	Excellent	7,510.00
Goxhill Primary School - Integrated Services Centre	Expertise / Experience	Supply of Oil spill site investigation report	Good	2,153.91
Maintenance/Design Procurement Advice	Expertise / Experience	Procurement advice	Excellent	7,734.68
Independent Accreditation for ISO 9000	Independent Evaluation	Provide independent accreditation and external audit	Good	784.00
Checking of Structural Engineering aspects of Building Regulation Applications (value up to £500k)	Expertise / Experience	Provide engineering service	Good	466.00
Punctuality Improvement Partnership	Independent Evaluation	Carry out Punctuality surveys required by D.F.T	Satisfactory	455.11
Building Schools for the Future (BSF)				
BSF	Expertise / Experience	Contract and cost management Project development	Good	43,947.50
BSF	Expertise / Experience	Electrical engineering Proposal and implementation	Good	4,840
BSF	Expertise / Experience	Mechanical engineering Proposal and implementation	Good	4,140
BSF	Expertise / Experience	Legal advice and drafting	Good	436.00
Neighbourhood & Environmental Services				
On-site configuration of housing schedules, including training, for enforcement, grants and loans	Expertise / Experience	On site development of schedules	Excellent	945.00
		Training of admin and housing personnel	Excellent	
		Code configuration	Excellent	
		General systems configuration	Excellent	
Fleet - Servitor Upgrade Project	Expertise / Experience	Upgrade of Servitor Ongoing Project	Satisfactory	1,750
Streetscene & Landscapes - Servitor Upgrade Project	Expertise / Experience	Upgrade of Servitor Ongoing Project	Satisfactory	4,650
Civica	Expertise / Experience	Civica Upgrade, development and testing	Good	1,600
Waste Contracts	Expertise / Experience	Advice on options going forward	Satisfactory	5,592

Appendix A

Waste Contracts	Expertise / Experience	Legal Advice	Satisfactory	630.00
Waste Contracts	Expertise / Experience	Professional Advice	Satisfactory	2,709
Waste Contracts	Expertise / Experience	Professional Advice	Satisfactory	16,270
Waste Collection Round Reconfiguration	Expertise / Experience	Reconfigure collections using bespoke software	Satisfactory	6,000
		Interpret results/make recommendations	Satisfactory	
		Complete task within deadline	Satisfactory	
Strategic Planning & Regeneration				
North Lincs Core Strategy	Expertise / Experience	Legal Advice	Satisfactory	1,500
Strategic Housing Assessment	Expertise / Experience	Technical advice	Satisfactory	13,420.36
Lincolnshire Lakes	Expertise / Experience	Technical advice	Satisfactory	30,996
Specialist advice	Expertise / Experience	Company / Business Law	Satisfactory	1,750