

NORTH LINCOLNSHIRE COUNCIL

FINANCE, PROCUREMENT & IT CABINET MEMBER

CONSULTANT USAGE - QUARTER 1 2011/2012

1. OBJECT AND KEY POINTS IN THIS REPORT

- 1.1 Cabinet has introduced a new 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 1 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 £438,000 on consultancy services in the first quarter of 2011/2012.
 - Consultancy to support major projects i.e. The Pods, Baths Hall New Entertainment Venue, Waste and BSF account for 47% of the total spend.
 - Services have reported that overall the use of consultants has been effective.

2. BACKGROUND INFORMATION

- 2.1 Cabinet has introduced a new 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 2010/11.
- 2.2 This report sets out a summary of consultancy usage for quarter 1 2011/2012. Detailed findings are presented at Appendix A.
- 2.3 The council spent £438,000 on consultancy services in that period. The tables below compare expenditure with previous financial years (full years) and provide a breakdown of the spend by service:

Spend by Service:

Service	Consultancy Spend Quarter 1 2011/12 £
Adult Social Care	Nil
Children & Young People's Service	Nil
Corporate & Community Services	£138,000*
Finance	Nil
Infrastructure	£173,204
Building Schools for the Future (BSF)	£41,636
Neighbourhood & Environment	£70,829
Strategic Planning & Regeneration	£14,339
TOTAL	£438,008

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

Comparison by Year:

Year	Total Spend
Q1 2011/12	£0.44 million
2010/2011	£2.3 million
2009/2010	£2.8 million
2008/2009	£2.0 million
2007/2008	£1.0 million
2006/2007	£2.6 million

- 2.4 Consultancy for major projects i.e. The Pods, Baths Hall New Entertainment Venue, Waste and BSF account for 47% of the total spend in Quarter 1. Other construction related consultancy accounts for a further 16% 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, as 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 improve 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 1 2011/12 are noted.

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Background Papers used in the preparation of this report:
Consultancy Usage Report 2010/2011 – June 2011

Appendix A

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				
Yorkshire and Humber Business Redesign Project <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded business redesign project	Train staff across the region in Lean Six Sigma	Satisfactory	c. £95,000 (Approx)
		Establish an online virtual sharing community	Satisfactory	
		Run a regional networking forum	Satisfactory	
Place Based Budgeting: Alcohol Misuse <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded place based budgeting project - alcohol misuse	Support implementation of place based approach to dealing with alcohol misuse	Satisfactory	c. £32,000
Workforce planning project <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded workforce planning project	Role of people management in delivering change training	Good	c. £4,000
Workforce planning project <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded workforce planning project	Commissioning skills training	Good	c. £4,000
Workforce planning project <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded workforce planning project	Handling difficult conversations training	Good	c. £1,000
Workforce planning project <i>(commissioned by the former Strategy Development Team prior to Reshaping)</i>	RIEP funded workforce planning project	Managing mental health training	Good	c. £2,000
Finance				
Nil Return				
Infrastructure				
Messingham Primary School - Relocate Junior School to Infants	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£1,524

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Westcliffe Primary - 315 Place Primary School	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£6,850
Leys Farm Junior School - Upgrade Ventilation & Kitchen Refurb	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£300
Worlaby Primary School - Pre School Relocation	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£576
Riddings Infants School - School Hall Snow Damage	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£4,800
Baths Hall - New Entertainment Venue	Experience / Expertise	Provide Structural Engineering Design services as part of the project team	Good	£6,167
Baths Hall - New Entertainment Venue	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£18,747
Building Works Depot Northampton Road - Alterations To Depot	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£19,124
Messingham Primary School - Relocate Junior School to Infants	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£1,016
Kendale Road - Alterations to Site	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£1,290
The Lilacs/De Lacy House - Intermediate Care and Enablement Facility	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£4,400
The Pods	Experience / Expertise	Provide Architectural Design services as part of the project team	Good	£1,827
Messingham Primary School - Relocate Junior School to Infants	Experience / Expertise	Provision of Health and Safety/CDM Services as part of Project Team	Satisfactory	£300
Gunness and Burringham Primary School - Replace HORSAs Dining Room & Kitchen	Experience / Expertise	Provision of Health and Safety/CDM Services as part of Project Team	Good	£250
The Pods	Experience / Expertise	Provision of Health and Safety/CDM Services as part of Project Team	Good	£682
The Pods	Experience / Expertise	Supply of Quantity Surveying Services as part of the project team	Good	£15,039
The Pods	Experience / Expertise	To act as Employers Agent as part of the project team	Good	£8,402
The Pods	Experience / Expertise	To act as Project Manager as part of the project delivery team	Good	£15,586
Baths Hall - New Entertainment Venue	Experience / Expertise	Provision of specialist theatre design services as part of the project team	Good	£6,054
The Pods	Experience / Expertise	Provision of Mechanical, Electrical & Civils design team information	Good	£4,411

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Baths Hall - New Entertainment Venue	Experience / Expertise	Provision of Planning advice to support design team planning application	Good	£788
Baths Hall - Set Up	Experience / Expertise	Provision of Financial advice as part of the operator contract negotiations	Good	£4,988
Baths Hall - Set Up	Independent Evaluation	Legal Advice - contractual negotiations for the operator contract	Good	£5,663
Baths Hall - New Entertainment Venue	Experience / Expertise	Production of Traffic Impact Assessment as part of the project design information	Good	£2,003
Baths Hall - New Entertainment Venue	Experience / Expertise	Provision of Clerk of Works Services as part of the project delivery team	Good	£9,750
Midland Road - Condition Survey	Experience / Expertise	Provide a condition survey on the property	Good	£400
Plowright Theatre - Condition Survey	Experience / Expertise	Provide a condition survey on the property	Good	£5,595
St Peter & St Paul Primary School - 210 Place Primary School	Experience / Expertise	Provide Structural Engineering & ecological services as part of the project team	Good	£10,782
Maintenance/ Design Procurement Advice	Experience / Expertise	Advice on Elemental Partnering and Consultants Framework	Good	£3,587
Normanby Enterprise Park	Experience / Expertise	Consultant Engineer engaged in the Reclamation of Normanby Enterprise Park (currently phase 7)	Excellent	£10,878
External Accreditation for ISO 9001:2008 for Building Control	Experience / Expertise	Provide independent accreditation to allow Building Control to hold ISO 9001:2008 registration	Good	£567
Punctuality Improvement Partnership	Experience / Expertise	Carry out bus punctuality surveys and deliver results to NLC for analysis.	Good	£327
Marine Energy Park Transport Assessment Support	Experience / Expertise	Attend meetings with land owner & consultants/client	Good	£531
		Prepare response to draft Transport Assessments submitted	Satisfactory	
		Prepare response to draft Travel Plan submitted	Good	
		Offer advice on key transport issues	Excellent	
Building Schools for the Future (BSF)				
BSF	Experience / Expertise	Contract and Cost management	Good	£29,600
		Project Development	Good	
BSF	Experience / Expertise	Legal Advice and drafting	Satisfactory	£6,374
BSF	Expertise	VAT Advice relating to Academies	Satisfactory	£2,240
BSF	Expertise / Capacity	Mechanical engineering proposal and implementation	Satisfactory	£3,422
Neighbourhood & Environmental Services				
Fleet - Servitor Upgrade Project	Experience / Expertise	Upgrade of Servitor (ongoing project)	Good	£2,850
Kendale Road Fuel Facility	Experience / Expertise	Design & Project Manage Kendale Road (ongoing project)	Satisfactory	£7,000

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Streetscene & Landscapes - Servitor Upgrade Project	Experience / Expertise	Upgrade of Servitor (ongoing project)	Good	£1,950
Waste Management	Experience / Expertise	Maintain inspection/sampling regime	Satisfactory	£812
		Interpret results/make recommendations	Satisfactory	
		Consider future management strategy	Good	
		Prepare quarterly report	Good	
Waste Contracts	Experience / Expertise	Legal drafting of contract documents	Satisfactory	£28,746
		Advice on procurement law	Satisfactory	
		Negotiation with bidder	Satisfactory	
Waste Contracts	Experience / Expertise	Drafting of financial documentation	Satisfactory	£13,616
		Advice on market positions	Satisfactory	
		Negotiation with bidder	Satisfactory	
Waste Contracts	Experience / Expertise	Review of technical submissions	Satisfactory	£15,855
		Advice on waste technologies	Satisfactory	
		Negotiation with bidder	Satisfactory	
Strategic Planning & Regeneration				
SA/SEA/HRA Minerals & Waste DPD	Independent Evaluation	Prepare and deliver recommendations within specified timeframe	Good	£1,430
		Participate in stage reviews	Good	
		Prepare and deliver final analysis	Good	
SA/SEA/HRA of Core Strategy & Housing and Employment DPD	Independent Evaluation	Prepare and deliver recommendations within specified timeframe	Satisfactory	£5,050
		Participate in stage reviews	Satisfactory	
		Prepare and deliver final analysis	Satisfactory	
Programme Officer for Core Strategy Examination	Independent Evaluation	Undertake independent role for public examination	Good	£298
		Process all correspondence from council and objectors and members for re-opening of examinations	Good	
		Assistance with Inspectors Report & Adoption	Good	
Strategic Transport Studies	Experience / Expertise	North Lincolnshire Connectivity Study	Good	£7,561
		Humber side Airport Transport Study	Good	
		South Humber Bank Study and SPG	Good	