

## EAST AYRSHIRE COUNCIL

### CABINET MEETING - 14 SEPTEMBER 2011

#### SKILLS TRAINING AND EMPLOYABILITY SERVICE – PROPOSED APPOINTMENT OF EAST AYRSHIRE CITIZEN'S ADVICE BUREAU

##### Report by the Depute Chief Executive/Executive Director of Neighbourhood Services

#### 1. PURPOSE OF REPORT

- 1.1 To seek the approval of Cabinet to negotiate with and thereafter appoint East Ayrshire Citizen's Advice Bureau for the provision of a money advice service to support the P5 ESF participants in terms of the Council's Standing Orders Relating to Contracts.

#### 2. BACKGROUND

- 2.1 Members will recall that at the meeting of Cabinet on 15 September 2010 approval was given to a number of matters relative to the submission of a stage 2 detailed ESF funding application for the period 1 July 2011 to 30 June 2013 which funding application was successful with the award of an ESF grant of £3,303,630.
- 2.2 The overall aim of the ESF Priority 5 is to equip individuals with the core, transferable and vocational competencies and skills they require to enter and progress within the labour market and to prepare them for the job opportunities of the future through a demand led strategic skills led pipeline approach that is sensitive to the differing opportunities and needs within the various parts of the LUPS (Lowlands and Uplands of Scotland) area. The services required in the delivery of Priority 5 are to be delivered by a range of Community Planning Partnership Organisations all as detailed within the report of 15 September.
- 2.3 In an effort to provide additional support to the various ESF Priority 5 participants it is intended to procure a money advice service to a maximum expenditure of £60,000 which, in terms of the ESF national rules on the eligibility of expenditure, must either be competitively tendered or procured in line with an organisation's standing orders.
- 2.4 In addition, Members will also recall that at the meeting of Cabinet on 9 March 2011 a report in respect of proposed funding and future service provision arrangements from East Ayrshire Citizen's Advice Bureau was also considered and approved.

### **3. PROPOSED WAY FORWARD**

- 3.1 Following an initial assessment of local organisations who are in a position to potentially provide the required money advice service it has been concluded that the East Ayrshire Citizens Advice Bureau is the most appropriate contractor open to the Council. This conclusion has been reached taking into account the range of information, advice and practical assistance which is already provided by the CAB on issues such as benefits, debt, employment and housing.
- 3.2 In terms of the Cabinet decision of 9 March 2011 it was also agreed that the information pertaining to the services to be provided by the CAB would form the basis of a new SLA between the Council and the CAB but that the SLA would require to be adapted for future years' to take into account future funding decisions. Currently the originally envisaged SLA is ready for signature but its final completion has been delayed on the basis that should the proposal to negotiate to extend the current service provision as contained within this report be approved the SLA will simply be further revised to include the additional provisions required.

### **4. FINANCIAL IMPLICATIONS**

- 4.1 As detailed within Paragraph 2.3 above the total costs to be incurred in the provision of the money advice service are £60,000 and will be met from the existing ESF Priority 5 funding.

### **5. LEGAL IMPLICATIONS**

- 5.1 In terms of Paragraph 21(1) of the Council's Standing Orders relating to Contracts it is a requirement that Cabinet approval be sought in respect of both the negotiation of contractual terms and the organisation with which it is intended to negotiate. This report is therefore presented for consideration to Cabinet in compliance with this provision.
- 5.2 In addition, given the proposed total expenditure in respect of this service there is no requirement that the procurement exercise be carried out under the provisions of the Public Contracts (Scotland) Regulations 2006.

### **6. COMMUNITY PLANNING /POLICY IMPLICATIONS**

- 6.1 The provision of a money advice service will support the delivery of the outcomes of the Community Plan theme of Delivering Community Regeneration. In addition the overall ESF Priority 5 project supports the aims of National and Local Outcomes including developing employability initiatives, including the social economy and developing the skills capacity of the local workforce.

6.2 In addition, the ongoing operation of the CAB reflects the commitment of both national and local government in Scotland to address the social economic disparities that continue to exist in our most deprived communities.

## **7. FINANCIAL/HUMAN RESOURCES/RISK IMPLICATIONS**

7.1 None arising directly from this report.

## **8. RECOMMENDATIONS**

8.1 It is recommended that Cabinet:

- (i) Approve the negotiation of appropriate contractual terms relative to the provision of a money advice service with East Ayrshire CAB in terms of Paragraph 21(1) of the Council's Standing Orders Relating to Contracts;
- (ii) Approve the inclusion of the provision of the service in the service level agreement between the Council and the CAB with a maximum expenditure of £60,000; and
- (iii) otherwise note the contents of this report.

**Elizabeth Morton**  
**Depute Chief Executive/Executive Director of Corporate Support**  
**1 September 2011**

### **LIST OF BACKGROUND PAPERS**

- (i) Cabinet report 15 September 2010 'Community Planning Partnership – ESF Priority 5 Funding Application'
- (ii) Cabinet report 9<sup>th</sup> March 2011 'East Ayrshire Citizen's Advice Bureau – Funding Arrangements and Service Level Agreement'

For further information on this report please contact Stuart McCall (01563) 576085 or Laura Neill (01563) 553657.

**Implementation officer: Alan Neish, Head of Planning and Economic Development (01563) 576767.**