

Gloucester City Council

Meeting:	Cabinet	13th Sept 2017
Subject:	Forest of Dean S101 Civica Revenues & Benefits Contract Extension	
Report Of:	Cabinet Member for Performance & Resources	
Wards Affected:	All	
Key Decision:	Yes	Budget/Policy Framework: No
Contact Officer:	Stacey Jellyman, Intelligent Client Officer (Revs and Bens)	
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Appendices:	None	

1.0 Purpose of Report

- 1.1 To seek approval to offer up to 3 extensions (up to one year) to the existing Revenues and Benefits S101 partnership agreement with Forest of Dean District Council in conjunction with the Civica Revenues and Benefits managed services contract with Gloucester City Council.

2.0 Recommendations

- 2.1 Cabinet is recommended to **RESOLVE** to approve the offer of three 1 (one) year extension to the Forest of Dean District Council S101 agreement for Revenues and Benefits services in order to secure the continued quality of service and enable the Forest of Dean to negotiate potential savings as part of this contract.

3.0 Background

- 3.1 In November 2012, the Forest of Dean District Council entered into a 6 year managed services partnership with Gloucester City Council pursuant to Section 101 Local Government Act 1972 to deliver the Revenues and Benefits, Welfare Rights and Fraud services through Civica UK Ltd for a fixed annual contract fee. The contract gives Forest of Dean District Council the option to extend the contract for 3 further periods of up to one year each with the approval of Gloucester City Council.

4.0 Alternative Options Considered

- 4.0 None considered

5.0 Reasons for Recommendation

- 5.1 The existing managed services agreement for Forest of Dean District Council is in place alongside the Revenues and Benefits contract for Gloucester and is a 6 year S101 contract that began in November 2012. The contract provides the Forest of Dean the option to extend the contract for a further 3 years in the following terms:

“.....Gloucester may at its sole discretion, offer up to three extensions of this agreement on the same terms by a period of up to 1 (one) year, and shall notify the Forest of any proposed extension by serving an Extension Notice and no later than 4 months prior to the date on which the Agreement would otherwise expire. The Forest shall notify Gloucester in writing within one month of receipt of an Extension Notice whether it wishes to extend this Agreement in accordance with the terms of such notice.”

Gloucester City Council exercised its option to extend their contract to October 2021 in 2015/16 as part of the budget savings approved by Council.

- 5.2 Forest of Dean District Council require the agreement of such an extension by Gloucester in order for the Forest of Dean to continue to provide quality services and further secure potential contractual savings should they wish to extend these terms.

6.0 Conclusion

- 6.1 The existing contract allows for contract extensions totalling three years. It is felt that a contract extension with Civica will provide the savings for Forest of Dean District Council without any detrimental effect on the delivery of the service during continued welfare changes.

7.0 Financial Implications

- 7.1 None

8.0 Legal Implications

- 8.1 Section 101 of the Local Government Act 1972 allows the functions of one authority to be discharged by another local authority. The current S101 agreement with the Forest of Dean expires on 31 October 2018.

9.0 Risk & Opportunity Management Implications

- 9.1 The risk of extending the contract lies with Forest of Dean District Council

10.0 People Impact Assessment (PIA):

- 10.1 There is no evidence from an initial assessment of an adverse impact on equality in relation to the equality groups.