

	<p>ACTION TAKEN UNDER DELEGATED POWERS BY OFFICER 14 June 2016</p>
<p style="text-align: center;">Title</p>	<p>Authorisation to procure a cumulative analysis of welfare reforms from Policy in Practice</p>
<p style="text-align: center;">Report of</p>	<p>Commissioning Director Growth and Development</p>
<p style="text-align: center;">Wards</p>	<p>All</p>
<p style="text-align: center;">Status</p>	<p>Public</p>
<p style="text-align: center;">Enclosures</p>	<p>None</p>
<p style="text-align: center;">Officer Contact Details</p>	<p>Rachel Williamson, Rachel.williamson@barnet.gov.uk</p>

<p>Summary</p>
<p>This report seeks authorisation to procure through a single tender action an analysis from Policy in Practice to help LB Barnet and partners to understand the impact of welfare reform on Barnet households.</p> <p>This analysis will include reforms that have already taken place and a selection of those that are yet to be implemented. The detailed household level analysis that underpins the analysis can be used by the council and JobCentre Plus to target its support resources more effectively. In particular it can be used to target the one to one support provided by the Welfare Reform Task Force, Children’s Centres and Adults and Communities. A number of other London Boroughs have undertaken this analysis including LB Hounslow and LB Haringey.</p> <p>This will be funded from the Welfare Reform Reserve in place to support work to mitigate the impact of welfare reforms.</p>

Decisions

The report seeks authorisation for the council to

- 1. Procure Policy in Practice through a single tender action to deliver a cumulative analysis of the impact of welfare reforms on Barnet households at a cost of £35,000 for the period 2016-2018.**

1. WHY THIS REPORT IS NEEDED

- 1.1 This report seeks authorisation to procure through a single tender action an analysis from Policy in Practice to help LB Barnet and partners to understand the impact of welfare reform on Barnet households.
- 1.2 This analysis will include reforms that have already taken place and a selection of those that are yet to be implemented. The detailed household level analysis that underpins the analysis can be used by the council and JobCentre Plus to target its support resources more effectively. In particular it can be used to target the one to one support provided by the Welfare Reform Task Force, Children's Centres and Adults and Communities. A number of other London Boroughs have undertaken this analysis including LB Hounslow and LB Haringey.
- 1.3 This will be funded from the Welfare Reform Reserve in place to support work to mitigate the impact of welfare reforms.
- 1.4 The council's Contract Procedure Rules outlines that single tender actions are allowed where it is compliant with the Law and where approved in advance by the Commercial Director. The Commercial Director gave consent to proceed on 10th June 2016.
- 1.5 The council Contract Procedure Rules, Appendix 1, Table A, state that a Full Officer DPR is appropriate authorisation to commence a procurement process for a contract of this value.

2. REASONS FOR DECISIONS

- 2.1 Welfare Reforms will have a significant impact on Barnet residents. As a result of high rents and relatively high benefit take up Barnet had the 7th highest number of people affected by the initial benefit cap of all Local Authority areas. The Partnership Strategic Commissioning Board has set out its intention to understand the impact of the welfare reforms and put in place partnership responses that support residents to better manage the change in their income.
- 2.2 Analysis undertaken by Capita Insight so far has considered the impact of individual reforms but has not been able to understand the cumulative impact of multiple reforms on households. This is important as many households will

be affected by a range of reforms that will each have an impact on household income.

2.3 This cumulative analysis requires modelling of the range of reforms based on an understanding of current benefit take up. This modelling would;

2.3.1 Take account of the impact of recent reforms to the welfare system

2.3.2 Project the impact of reforms announced in the 2015 Summer Budget and Autumn Statement

2.3.3 Assess the impact of Universal Credit

2.3.4 Understand the cumulative impact that these reforms will have across Barnet

2.4 LB Barnet and partners will be use this information in a proactive way to:

2.4.1 Better target support to residents who need it most, and where possible take preventative action to stop households from being affected by welfare changes.

2.4.2 Use this information in assessments of family resilience

2.4.3 Identify households requiring intensive support for use by teams working directly with clients on financial inclusion such as; Welfare Reform Task Force, BOOST, Children's Centres and their Welfare Benefits Advisors, the Floating Support team at Barnet Homes and the social care workforce

2.4.4 Cumulative analysis of reforms on residents' personal finances to support the council's budget planning and equality impact assessment processes

3. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

3.1 Going to tender for analysis

A review of competitors confirmed that Policy in Practice are the only known firm to have produced modelling of the full range of reforms that can be reported at household level. Work and Inclusion have a model but this can only report at borough level- this would not allow local services to target households in need. As a single source provider there is little value in going to open tender for this analysis.

3.2 Commissioning a more in depth and more expensive analysis

A range of services have been discussed with Policy in Practice. A number were rejected where there is capacity in house to undertake the required analysis including matching of the household level dataset to other service level information (capacity within Capita Insight) and the identification of

households eligible for Free School Meals (already modelled by Family Services).

4. POST DECISION IMPLEMENTATION

- 4.1 The contract will be put in place and monitored by the Commissioning Lead, Welfare Reform and the Revenue and Benefits Manager

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The Corporate Plan notes the council's welfare reform response as an example of its aim to deliver 'redesigned local services - integrated, intuitive and efficient' and commits to develop this approach in the future and build on this success by working with the Jobcentre to successfully roll out Universal Credit.

- 5.1.2 The Health and Wellbeing Strategy also supports the council's welfare reform response as part of its wellbeing in the community section.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 The cost of the analysis is £35,000.

- 5.2.2 A range of services have been discussed with Policy in Practice. A number were rejected where there is capacity in house to undertake the required analysis including matching of the household level dataset to other service level information (capacity within Capita Insight) and the identification of households eligible for Free School Meals (already modelled by Family Services).

Year	Deliverables	Cost
2016/17	<ul style="list-style-type: none">Standard Analysis (Household Level Dataset, Core Report, Presentation of Findings)Quarterly Dataset (Dashboard Optional)	£21,000
2017/18	<ul style="list-style-type: none">Quarterly Dataset (Dashboard Optional)	£14,000

- 5.2.3 It is proposed that this will be funded from the Welfare Reform Reserve managed by the Revenues and Benefits Manager. This fund is used to help the council mitigate the impacts of welfare reforms.

5.3 Legal and Constitutional References

- 5.3.1 The commissioning of this work will be carried out in accordance with Barnet Council's Contract Procedure Rules and Procurement Code of Practice

- 5.3.2 In accordance with the Constitution, Article 22 (Contract Procedure Rules),

paragraph 17 of Appendix 1 (Table A), a Director or Assistant Director may provide authorisation to seek quotations for the provision of services where the value is between £25,001 and £164,176. The authorisation documentation is a Full Officer DPR or inclusion on the Forward Plan.

- 5.3.3 The council's Contract Procedure Rules (Rule 9) outlines that a single tender action is only allowed where it is compliant with the Law and approved in advance by the Commercial and Customer Services Director. Single tender actions are permitted under Regulation 32 of The Public Contracts Regulations 2015 in a small number of exceptional circumstances. There relevant circumstance for this decision is; where the works, supplies or services can be supplied only by a particular supplier for reasons of competition being absent for technical reasons. Policy in Practice are the only known provider with modelling capable of modelling the cumulative impacts of welfare reforms that can be reported at a household level.
- 5.3.4 Article 22 of the Constitution (Contract Procedure Rules), paragraph 12.1, requires every contract to be in a form approved by the Monitoring Officer (in consultation with HB Public Law), or delegated officer, if its value exceeds £25,000 or where appropriate to the nature of the contract.
- 5.3.5 Article 22 of the Constitution (Contract Procedure Rules), paragraph 17, Appendix 1 (Table A) confirms that a Director or Assistant Director, acting in accordance with the directorate scheme of delegation, being an "Approved Officer" may accept a quotation to award a contract of this value by way of a Summary DPR.

5.4 **Risk Management**

- 5.4.1 Where single tender actions are followed there is a risk that the council is challenged for not following Corporate Procedure Rules. However the risk of challenge is considered small as the market has been researched and there is not a competitor who could produce a cumulative analysis at household level.
- 5.4.2 There is a risk that the contract does not deliver the intended outcomes for the contract price. To mitigate this the provider will be contract managed by council officers.

5.5 **Equalities and Diversity**

- 5.5.1 Completion of the cumulative analysis of welfare reform will support services to build up a rich picture of the effects on different groups. This should support the council to pay due regard to equality of opportunity for different groups and fostering good relations between people from different groups. The protected characteristics that will be considered are age, gender, disability and marital status.

5.6 **Consultation and Engagement**

- 5.6.1 A variety of departments have been involved in the scrutiny of the Policy in Practice analysis including CSG, Barnet Homes, Family Services, and the Commissioning Group.

6. BACKGROUND PAPERS

6.1 none

7. DECISION TAKER'S STATEMENT

7.1 *I have the required powers to make the decision documented in this report. I am responsible for the report's content and am satisfied that all relevant advice has been sought in the preparation of this report and that it is compliant with the decision making framework of the organisation which includes Constitution, Scheme of Delegation, Budget and Policy Framework and Legal issues including Equalities obligations.*

8. OFFICER'S DECISION

I authorise the following action

8.1 Procurement of Policy in Practice through a single tender action to deliver a cumulative analysis of the impact of welfare reforms on Barnet households at a cost of £35,000 for the period 2016-2018.

Signed Commissioning Director Growth and Development

Date 14 June 2016
