

**Barrow Borough Council**  
**Overview and Scrutiny Committee**  
**Thursday, 2 February 2022**  
**Delivery Partner Agreement with Art Gene – Low Carbon**  
**Barrow Programme**

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**Report from:** David Haughian  
**Report Author:** Capital Programme Manager  
**Wards:** (All Wards);

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**1.0 Summary and Conclusions**

1.1 The purpose of this report is for Members to note the contract management and performance monitoring arrangements for the Delivery Partner Agreement with Art Gene for the Low Carbon Barrow Programme.

**2.0 Recommendation**

2.1 **It is recommended that Committee:-**

- 1. Note the contract management arrangements; and**
- 2. Note the performance management arrangements being used.**

**3.0 Background and Proposals**

3.1 The Low Carbon Barrow Programme is funded through European Regional Development Fund (ERDF), the Local Enterprise Partnership (LEP) and funding from Barrow Borough Council. Art Gene support the Council in delivering a grants programme, whereby businesses and the third sector, can secure funding for low carbon technologies for their premises (such as LED lighting and solar panels). A formal Delivery Partner Agreement is in place with Art Gene and managed by a project manager within the Council.

3.2 The contract was not procured through a competitive tender process. The delivery partnership with Art Gene was a fundamental part of the Low Carbon Barrow funding bids to ERDF and LEP. This approach was approved by Executive Committee (Minute No. 54 23/10/19) and Council (Minute No. 56 12/11/19). There was a need to enter into a contract as Barrow Borough Council is the accountable body for the funding. Art Gene were not directly funded by ERDF or LEP. The

formal contract start date was 29<sup>th</sup> October 2020, with the contract ending on the 1<sup>st</sup> April 2023. The end date aligns with the final claim period for ERDF and LEP funding. As a Delivery Partner Agreement the expenditure that Art Gene defray as part of the Low Carbon Barrow programme are included in the financial section of the agreement. The agreement also covers the expenditure which Art Gene bring as match funding to the programme. The original agreement was varied as the programme of activity was rescoped post covid to reflect the changing economic conditions.

### 3.3 Contract management

The Council has established a clear and robust internal governance process for the management of it's projects. The Low Carbon Barrow project is reported to the Council's Corporate Programme Board on a monthly basis. At the commencement of each project, a business case is developed which sets out the aims and objectives of the project, proposed programme of activity, key risks, spend profile and outputs and outcomes. The Board reviews project progress against the original case through BRAG updates. When required, the Corporate Programme Board take mitigating actions to ensure that the projects meet their aims and objectives and deliver the necessary outcomes.

Furthermore, the Council's project manager for Low Carbon Barrow is required to produce quarterly progress and monitoring reports, which aligns to the claim requirements of ERDF. The project manager engages regularly with the Art Gene team and holds monthly progress meetings to discuss the Grants and Engagement elements of activity.

### 3.4 What are the performance indicators?

Performance is measured against clear grant deliverable targets that are set out in the Delivery Partner Agreement. These targets were set within the original Low Carbon Barrow Business cases produced for both ERDF and the LEP. The agreement consists of mainly revenue based activity which is a community engagement programme and the hosting of an individual to be a lead for the SME Grants. There is a small allowance for capital expenditure to cover the purchase of low carbon demonstrator items.

Performance is measured and recorded utilising the Quarterly progress and monitoring reports and financial submissions. Defrayal checks are also conducted on a quarterly basis.

In the event of a dispute, initially Art Gene would discuss the matter with the Low Carbon Barrow Project Manager. However, within the Delivery Partner Agreement there is a clear escalation process, whereby any unresolved or disputed items are escalated to the Chief Executive officer of the Council.

## **4.0 Consultation**

### 4.1 No consultation on this report is required.

## 5.0 Alternative Options

5.1 There are no alternative options, as the contract with Art Gene is programmed to be completed on 1<sup>st</sup> April 2023.

## 6.0 Contribution to Council Plan Priorities

6.1 The contract management and performance monitoring arrangements support the delivery of the Council's Climate Change Emergency Action Plan and enhances the environment by reducing carbon emissions in the Borough.

## 7.0 Implications

### 7.1 Financial, Resources and Procurement

7.1.1 The Low Carbon Barrow Programme funding is all secured and will adjust dependent upon the final programme claim. There are no procurement or resources requirements arising from the recommendation.

### 7.2 Legal

7.2.1 There are no legal implications to raise in this report which reports on the contract management and performance monitoring of an existing Delivery Partner Agreement.

### 7.3 Local Government Reorganisation

7.3.1 The contract management and performance monitoring arrangements will have no impact on Local Government Reorganisation, with the current contract ending on 1<sup>st</sup> April 2023.

### 7.4 Equality and Diversity

7.4.1 The report has no direct Equality and Diversity implications.

## Risk

Risk	Consequence	Controls required
Contract not managed correctly and/or performance not monitored	Potential clawback from external funders	Barrow BC have a dedicated Project manager in place to oversee the programme and to monitor performance

## Contact Officers

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## Appendices Attached to this Report

<b>Appendix No.</b>	<b>Name of Appendix</b>
N/A	N/A

**Background Documents Available**

<b>Name of Background document</b>	<b>Where it is available</b>
N/A	N/A