

NOTTINGHAM CITY COUNCIL

EXECUTIVE BOARD COMMISSIONING SUB-COMMITTEE

MINUTES

of meeting held on **25 JUNE 2012** at

Loxley House from 3.05 pm to 3.16 pm

Voting members

- ✓ Councillor Collins (Chair)
- ✓ Councillor Liversidge (Vice-Chair)
- ✓ Councillor Mellen
- Councillor Norris
- ✓ Councillor Trimble

Co-opted/non-voting members

- Jo Dean - Nottingham Community and Voluntary Service
- ✓ Helen Kearsely-Cree - (substitute for Jo Dean)
- ✓ Shamsheer Chokhan - Nottingham Equal
- ✓ Councillor Heaton - Chair of the Health and Wellbeing Board

- ✓ indicates present at meeting

Others in attendance:

- Candida Brudenell - Director of Quality and Commissioning
- Laura Haxton - Commissioning Manager
- Jo Pettifor - Strategic Procurement Manager
- Robert Simpson - Constitutional Services Officer

13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillor Norris and from Jo Dean.

14 DECLARATIONS OF INTERESTS

No declarations of interests were made.

15 MINUTES

RESOLVED that the minutes of the last meeting held on 23 May 2012, copies of which had been circulated, be confirmed and signed by the Chair.

16 VOLUNTARY SECTOR UPDATE

Ms Helen Kearsley-Cree, Chief Executive of Nottingham Community and Voluntary Service, tabled copies of briefing notes outlining commissioning and social finance issues as follows:

- recent tenders had highlighted the short timeframes available for response by charities and community groups with an interest in running services;
- a survey of voluntary sector organisations had shown that 55.1% had only a vague understanding of social finance and that much more work was needed before this became a viable model of finance for the sector.

Ms Shamsher Chokan, Nottingham Equal, commented that her organisation was liaising with advocates to encourage them to engage with its network and was looking to conduct a survey of future needs during July in order to identify gaps in provision and to report findings in August 2012.

RESOLVED that the briefing notes and update be noted.

17 FLOATING SUPPORT PROCUREMENT

Consideration was given to a report of the Director of Quality and Commissioning, copies of which had been circulated, regarding the procurement of a framework of providers for floating support services for vulnerable adults with a personal budget.

RESOLVED

- (1) that approval be given to the procurement of a framework of providers for Floating Support services, it being noted that:**
 - the tender process was intended to commence in August with framework agreements in place from October 2012 onwards;
 - procurement of individual floating support services would be undertaken through call off from the framework after this point and would require further approval;
- (2) that the Director of Quality and Commissioning be granted delegated authority to approve the outcome of the tender process and to confirm the list of providers offered a framework agreement, it being noted that The framework agreement carried no guarantee of work and, therefore, there was no direct financial impact from awarding contracts to successful providers;**
- (3) that the framework agreements resulting from the tender process be agreed with the providers approved by the Director of Legal and Democratic Services and signed by the Head of Quality and Efficiency, once the tender outcome was approved.**

Reasons for decision:

Establishing a framework for floating support would establish a list of providers who were able to meet the standards required to deliver non-accommodation based support. Once the framework was in place it would facilitate ease of call off for individual floating support services once the forward model and need in any given area had been determined. Instituting a framework for floating support services would have time/resource benefits to both procurement colleagues and providers and was considered a flexible response to relevant needs.

A formal procurement process would be undertaken in accordance with the Council's Contract Procedure Rules and Financial Regulations and the Director of Quality and Commissioning would be responsible for determining the outcome of the process in accordance with these rules. Individual contracts and the funding attached to them would require further formal approval. The Pre-Qualification stage of the process would commence immediately.

Other options considered:

The alternative option was for each separate floating support contract to be individually procured (as had been the case previously). This option was not recommended as it would be more time intensive for both Council procurement colleagues and for individual providers, who would be required to complete the whole tender process for each individual bid that they made. It would also not offer the flexibility of having a framework of providers established to call off from to meet future service requirements arising.

18 NEXT MEETING

RESOLVED that the next meeting be held at 12.30 pm on 27 July (instead of at 2.00 pm on 18 July 2012).

19 CHILDREN'S CENTRES COMMISSIONING – KEY DECISION

Consideration was given to a report of the Director of Quality and Commissioning, copies of which had been circulated, regarding the findings of the best value review of the 18 Children's Centres, which had also identified the need for a tender process to be undertaken for child care at various Children's Centres.

RESOLVED that, on the basis set out in the exempt appendix referred to in minute 21 below:

- (1) approval in principle be given, to bring in-house the two external Children's Centres, North West and Aspley, and align the service with the Family and Community Teams, it being noted that a further report detailing financial and human resources implications would be submitted to the September 2012 meeting of the Sub-Committee;**
- (2) that a competitive tender process be undertaken for the sole delivery of childcare provision at the Aspley/Bells Lane, North West, Bulwell, Sneinton and Clifton Children's Centres and, following the tender process, delegated authority be granted to the Portfolio Holder for Children's Services to award the contract for the delivery of the child care provision.**

Reasons for decision:

The best value review had led to the conclusion that the future delivery of the Children's Centres would be most effective as part of the Family and Community Teams. The primary rationale for taking delivering all Children's Centres in house was:

- core offer alignment with the Family and Community Teams;
- enhanced community links and partnerships across localities with all Council services being managed by the Family and Community Teams.

Appendix 1 provided a summary of consideration of childcare provision in Children's Centres as part of the best value review and it was recommended to tender this provision as this would deliver the following advantages:

- income generation for Children's Centres;
- a more sustainable offer due to reduced costs;
- a fair and transparent process.

Other options considered:

Tender All 18 Children's Centres

- To tender all 18 Children's Centres through a competitive procurement process which would provide consistency of management across all 18 centres. There were a number of risks associated with this option including:
 - TUPE would apply for approximately 200 staff across the 18 centres. Staff would transfer to the new provider however, if any redundancies were made then that cost could be relayed back to the Council through the contract;
 - to tender all 18 centres would not fit with the 0-19 alignment of the Family and Community Teams. Currently the Children's Centres acted as hubs within the localities for the 0-19 work;
 - the current structure, with two externally delivered Children's Centres, provided a challenge around integration and core offer alignment. To tender all 18 centres could lead to further division of the 0-19 Family and Community Teams offer from the Children's Centre core offer targeting 0-5's.

Extend the current Action for Children contract

- To extend the current contracts would lead to a continued service for the two externally run Children's Centres. However, the extension of existing contracts carried some risk of challenge from other potential providers. This option did not provide best value and would require a further extension to a contract and dispensation from Nottingham City Council Financial Regulations may not be supported corporately.

Tender the two external Children’s Centres

This could lead to financial pressures as it would commit funding to an external source for a minimum of three years at a time when funding was being reduced. This could lead to the other Children’s Centres having their funding reduced further to cover the two external centres, which had happened in recent years. In addition, this option would be contrary to the purpose of the report to align the two external centres with the Family and Community Teams 0-19 agenda.

Childcare Options

- Close the integrated Day Nurseries, use the space for other purposes, and develop informal “Preferred Provider” arrangements with other local Day Nurseries. To ensure transparency and openness in commissioning it was not recommended to take this option, and current Children’s Centres who delivered childcare in this way were being closely monitored and tendered at the end of the current agreement.
- An additional option would be to remove the childcare aspect of both the North West and Aspley Children’s Centre. However, this was not recommended due to the current utilisation figures.

20 WORK PROGRAMME – URGENT ITEM

The Chair of the meeting was of the opinion that this item, although not included on the agenda, should be considered as a matter of urgency in accordance with Section 100B(4)(b) of the Local Government Act 1972, in view of the special circumstances that the Sub-Committee needed to consider its work programme before the next scheduled meeting.

RESOLVED that the work programme for the July, September, October and November 2012 meetings, copies of which had been tabled, be agreed, subject to the July meeting date being revised to 27 July.

21 EXCLUSION OF PUBLIC

RESOLVED that the public be excluded from the meeting during consideration of the remaining item in accordance with Section 100A(4) of the Local Government Act 1972 on the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighed the public interest in disclosing the information.

22 CHILDREN’S CENTRES COMMISSIONING – KEY DECISION

Consideration was given to an exempt appendix to the report of the Director of Quality and Commissioning referred to in minute 19 above, copies of which had been circulated.

RESOLVED that the exempt appendix be noted.

Reasons for decision:

As set out in minute 19 above.

Other options considered:

As set out in minute 19 above.