



NOTTINGHAM CITY COUNCIL
EXECUTIVE BOARD COMMISSIONING SUB-COMMITTEE

Date: Wednesday, 15 January 2014

Time: 2.00 pm

Place: LB31 - Loxley House, Station Street, Nottingham, NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Deputy Chief Executive/Corporate Director for Resources

Constitutional Services Officer: Zena West, Constitutional Services, Tel: 0115 8764305
Direct Dial: 01158764305

AGENDA

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IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE CONSTITUTIONAL SERVICES OFFICER SHOWN ABOVE, IF POSSIBLE BEFORE THE DAY OF THE MEETING

CITIZENS ATTENDING MEETINGS ARE ASKED TO ARRIVE AT LEAST 15 MINUTES BEFORE THE START OF THE MEETING TO BE ISSUED WITH VISITOR BADGES

NOTTINGHAM CITY COUNCIL

EXECUTIVE BOARD COMMISSIONING SUB COMMITTEE

MINUTES of the meeting held at Loxley House on 11 DECEMBER 2013 from 2.02pm to 2.16pm.

Voting members

- ✓ Councillor Dave Liversidge (Chair) - Portfolio Holder for Commissioning and Voluntary Sector
- ✓ Councillor David Mellen (Vice-Chair) - Portfolio Holder for Children's Services
- ✓ Councillor Jon Collins - Portfolio Holder for Strategic Regeneration and Community Safety
- ✓ Councillor Nicola Heaton - Portfolio Holder for Community Services
- ✓ Councillor Dave Trimble - Portfolio Holder for Leisure and Culture

Non-voting members

- ✓ Councillor Alex Norris - Chair, Health and Wellbeing Board
- ✓ Helen Kearsley-Cree - Nottingham Community and Voluntary Service (NCVS)
- Safdar Azam - Nottingham Equal

indicates present at meeting

Others in attendance

- Katy Ball - Head of Early Intervention and Market Development)
- Candida Brudenell - Director of Quality and Commissioning) Children and
- Antony Dixon - Strategic Commissioning Manager) Adults
- Louise Graham - Programme Manager Resources)
- Alison Michalska - Corporate Director, Children and Adults)
- Zena West - Constitutional Services Officer - Resources

Call-in

Unless stated otherwise, all decisions are subject to call-in and cannot be implemented until 20 December 2013.

61 APOLOGIES FOR ABSENCE

Safdar Azam – Nottingham Equal

62 DECLARATIONS OF INTERESTS

At the time of consideration, Councillor Mellen declared an interest in agenda item 6: Streamlining Investment to the Voluntary and Community Sector (VCS) – Gender and Sexual Orientation, New and Emerging and Refugee and Asylum Seeker Communities of Identity, as he is a Board Member for Base 51, an organisation involved in the Communities of Identity grant funding. He did not take part in making the decision on this item.

63 MINUTES

The Board confirmed the minutes of the meeting held on 13 November 2013 as a correct record and they were signed by the Chair.

64 VOLUNTARY SECTOR UPDATE

Helen Kearsley-Cree presented an update to the Board, including the following information:

The Chief Executive of D2N2 is interested in the Community and Voluntary sector coming together across Nottingham and Derby, to work together on a unified offer upwards of £50 million of ring fenced funding. This will fit in well with the existing Area Based grants funding in Nottingham.

65 WORK PROGRAMME

Antony Dixon, Strategic Commissioning Manager, presented the work programme for the Committee for the period January 2014 – March 2014.

RESOLVED to note the provisional agenda items shown below:

15 January 2014	Health Improvement Strategic Commissioning Review Voluntary and Community Sector Progress So Far Quality and Commissioning Procurement Plan Update Communities of Identity Commissioning (Established Communities)
12 February 2014	2014/25 Strategic Commissioning Intentions Child Development Strategic Commissioning Review
12 March 2014	NHS Transferred Funding Further Allocation and Integrated Transformation Fund 2014/15 Plan Residential Care Commissioning Proposals and Pricing

66 STREAMLINING INVESTMENT TO THE VOLUNTARY AND COMMUNITY SECTOR (VCS) – GENDER AND SEXUAL ORIENTATION, NEW AND EMERGING AND REFUGEE AND ASYLUM SEEKER COMMUNITIES OF IDENTITY

Katy Ball and Louise Graham presented the report to the Board, highlighting the following points:

- (a) As part of the effort to streamline Voluntary and Community Sector grants funding, 8 Area Contracts have been established for Area Based grants. The next phase is funding by Communities of Interest.
- (b) Panel has recommended two Lead Organisations so far, which will oversee cooperation between several organisations under their remit.

Further information was provided following questions and comments from the Board:

- (c) The organisations within each priority group are as follows:

- Gender and Sexual Orientation: Nottingham Women's Centre, Asian Women's Project, Base 51, Nottingham Rape Crisis, Women's Cultural Exchange, Go Digit All, LGBT Switchboard, POW, Muslims Women Organisation, Somali Women's Organisation, Lesbians in Nottingham, Recreation.
 - New, Emerging, Refugee and Asylum Seeker: NNRF, Signpost to Polish Success, Belong, African Institute of Social Development, Inspiring Greatness, Emmanuel House, Begin, Rainbow Project, Nottingham Beyond Borders, Nottingham Sport Group, Eritrean Community Organisation, Cameroon Support Group, Nottingham Zimbabwean Community Network, Gambian Welfare Association, East African Education Centre, Somali Unity and Cultural Centre, Nigerian Community Group
 - Established Communities: To be confirmed.
- (d) All groups have agreed to work together in this new funding scheme, which will involve a great deal of cooperation. The Lead Organisations will have a role to ensure that organisations within each priority group work together, and also that all three priority groups cooperate with each other.

RESOLVED

- (1) to agree Nottingham Women's Centre as the Lead Organisation for the priority group Gender and Sexual Orientation;**
- (2) to agree Nottingham and Nottinghamshire Refugee Forum as the Lead Organisation for the priority group New and Emerging Communities, Refugees and Asylum Seekers;**
- (3) to agree grant funding of £190,000 for Gender and Sexual Orientation;**
- (4) to agree grant funding of £235,000 for New and Emerging Communities, Refugees and Asylum Seekers;**
- (5) to agree grant funding of £320,928 for Established Communities;**
- (6) to agree that funding of £20,553 allocated to the Lenton Centre and £20,200 allocated to the Stonebridge City Farm be moved from Communities of Interest grant funding to Area Based grant funding.**

Reasons for Decision

Originally the Lenton Centre and Stonebridge City Farm were identified as supporting citizens from COI, during the review of COI it was identified that both organisations support citizens from the area in which they are located and not specifically for citizens that identify with the three priority groups within this review. Stonebridge City Farm supports citizens with a disability, but this was considered out of scope of the COI review and not supported by this funding.

The Grants Panel considered three applications. The two recommended Lead Organisations provided consistently stronger applications than other applications received and the Panel were unanimous in their recommendations.

Other options considered

To not increase the funding available to New and Emerging/Refugee and Asylum Seeker organisations that have previously not received funding. This would risk further fragmentation and disassociation of the new citizens who are coming to represent Nottingham's diverse communities. For this reason, this option was rejected.

67 SAFE FROM HARM STRATEGIC COMMISSIONING REVIEW – DOMESTIC VIOLENCE CRISIS PROVISION SERVICES – KEY DECISION

Antony Dixon presented the report to the Board, highlighting the following points:

- (a) The Safe From Harm review is an ongoing cross-partnership review of existing contracts. The findings from the review highlight the need for early intervention and effective performance management, and note that the service is largely effective.
- (b) The level of need and the prevalence of domestic violence mean that investment in this provision needs to be maintained.
- (c) The Crime and Drugs Partnership will lead with domestic violence crisis provision services in the future.

RESOLVED

- (1) to approve the procurement of services and spend of budget as detailed in exempt appendix 2. (If values are over and above indicative values, a new report will be presented to the Executive Board Commissioning Sub-Committee);**
- (2) to grant delegated authority to:**
 - **The Director of Quality and Commissioning to approve the outcome of the tender of the new Domestic and Sexual Violence Abuse Independent Living Support Service and award the contract, and for the Head of Quality and Efficiency to sign the contract arising from the tender process once the tender outcome is agreed;**
 - **The Director of Quality and Commissioning to approve the outcome of the new Stronger Families Service, and for the Head of Quality and Efficiency to sign the contract arising from the tender process once the tender outcome is agreed;**
- (3) To grant dispensation from Nottingham City Council Contract Procedure Rules 5.1.2 under the Council's Financial Regulations (3.29) in order to:**
 - **extend the Stronger Families contract up to 30 September 2014 to provide sufficient time to tender this service**
 - **directly award a contract for three years commencing 1 July 2014 to the current provider (Women's Aid Integrated Services - WAIS) to continue to provide the Helpline Service;**
- (4) to support the joint commissioning approach to be taken by NCC, National Health Service (NHS) Clinical Commissioning Group, Crime and Drugs Partnership and the Police Crime Commissioner's office in the commissioning of all services in Nottingham, and to align commissioning arrangements with Nottinghamshire County Council and NHS England where**

this is appropriate. (The Crime and Drugs Partnership will co-ordinate this approach);

- (5) To support the Child Development Strategic Commissioning Review in investigating ways of releasing resources to invest in Early Intervention measures.**

Reasons for Decision

Analysis undertaken to understand the system of provision around Domestic and Sexual Violence and Abuse in the City has now concluded. The cost of these services on statutory and third sector crisis and response services is set to rise due to the numbers of cases that are being picked up through social care, police call out incidents, local area panels and the priority families work. It is therefore recommended that in order to manage resources more effectively the Council agree to work with the Crime and Drugs Partnership in enabling them to co-ordinate the development and management of a joint commissioning approach between partners across the City. This will help ensure that resources are effectively deployed and compliment each other.

There is a need to respond much earlier and more holistically in order to manage our resources more effectively. This should lead to better outcomes for survivors and their children as we offer help and assistance in a more timely fashion offering it when it is needed rather than waiting for the abuse to escalate into a crisis before responding. The proposal to procure services will ensure compliance with the Council's Financial Regulations and Contract Procedure Rules. The proposal will meet the Council's aims to ensure value for money and quality.

There is an opportunity to bring together support services for Domestic and Sexual Violence and Abuse survivors residing in their own home. The procurement options appraisal has identified a competitive tender process as the means to deliver this objective. Due to budgetary pressures there is a need to make a reduction of £62,000 to the budget in the commissioning of the following services: Stronger Families, SHINE, Sanctuary Plus and Domestic and Sexual Violence and Abuse outreach service.

Delegated authority for the Director of Quality & Commissioning to award contracts is sought so as to avoid unnecessary delay in establishing new contractual arrangements and the institution of new service provision.

The review recommends the continuation of the Stronger Families service, and a competitive tender process has been identified as the best means to deliver this objective. The service needs to be extended in order to complete the tender and ensure continuity of provision.

The review recommends maintaining the current level of funding for the Domestic and Sexual Violence and Abuse Helpline as this is a service that is vital to address those in crisis. Nottingham City Council will award a contract for the Helpline with the current provider on behalf of itself, Nottinghamshire County Council, Nottingham Clinical Commissioning Group and the Police and Crime Commissioner in order to align and simplify contracting and contract monitoring processes. Funding partners will transfer the agreed level of funding to Nottingham City Council in order to facilitate this arrangement.

Other options considered

Cut DSVVA provision by 25% in line with the comprehensive spending review. This was rejected as the research clearly showed that there is not currently enough investment in this sector and greater investment is needed if we are able to deliver better outcomes for our citizens. Costs to the public sector would be greater without effective specialist response.

Continue recurrent funded services only and cease the non-recurrent funded services. This option was rejected as the research clearly showed that there is not currently enough investment in this sector and greater investment is needed if we are able to deliver better outcomes for our citizens. Costs to the public sector would be greater without effective specialist response.

Maintain current investment plus inflation. This was rejected as it was not deemed to be an adequate response to this area of increasing need and rising public sector costs. The analysis showed that our interventions are effective but struggling to meet demand and too focused towards crisis management. In order to get better outcomes for our vulnerable citizens it was recognised that we need to do more early intervention activity than we currently are.

Maintain current investment. Embed a proactive and confident approach/culture with staff working in the statutory sector in dealing with cases of Domestic and Sexual Violence and Abuse. This was rejected but was developed further to look at how a model more strongly focussed on Early Intervention could be implemented into the current structure.

68 EXCLUSION OF THE PUBLIC

The Committee decided to exclude the public from the meeting during consideration of the remaining agenda item(s) 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, as defined in Paragraph 3 of Part 1 of Schedule 12A to the Act. The appendices contained commercially sensitive information which could compromise the Council's negotiation position.

69 SAFE FROM HARM STRATEGIC COMMISSIONING REVIEW – DOMESTIC VIOLENCE CRISIS PROVISION SERVICES – KEY DECISION – EXEMPT APPENDIX 2.

As minute 67, above.

Issue <i>(Insert the likely title of report – ensure that this title makes it clear, to the public, what is being decided)</i>	Who will decide and date of decision? <i>(Insert Executive Board Sub-Committee meeting)</i>	Documents to be considered <i>(usually report to Board and / or Council)</i>	Who will be consulted and how? <i>(Clarify consultation undertaken and planned and HOW this has / will be done. Include any consideration by Overview and Scrutiny Committee or Select Committees)</i>	From whom can further information be obtained and representations made / deadline for representations? <i>(Insert FULL contact details – name, title, department, full address, full telephone number and e-mail address of Contact Person – ideally one officer)</i>	
FEB MEETING					
Page 9	2014/15 Strategic Commissioning Intentions	12 Feb	Report	Portfolio Holder	Colin Monckton Head of Commissioning & Insight Nottingham City Council 0115 8764832 colin.monckton@nottinghamcity.gov.uk
	Health Improvement SCR	12 Feb	Report	Portfolio Holder	Antony Dixon Strategic Commissioning Manager Nottingham City Council 0115 8763491 antony.dixon@nottinghamcity.gov.uk
	Communities of Identity Commissioning (Established Communities)	12 Feb	Report	Portfolio Holder	Katy Ball Head of Market Development & Early Intervention Nottingham City Council 0115 8764814 Katy.ball@nottinghamcity.gov.uk

Issue <i>(Insert the likely title of report – ensure that this title makes it clear, to the public, what is being decided)</i>	Who will decide and date of decision? <i>(Insert Executive Board Sub-Committee meeting)</i>	Documents to be considered <i>(usually report to Board and / or Council)</i>	Who will be consulted and how? <i>(Clarify consultation undertaken and planned and HOW this has / will be done. Include any consideration by Overview and Scrutiny Committee or Select Committees)</i>	From whom can further information be obtained and representations made / deadline for representations? <i>(Insert FULL contact details – name, title, department, full address, full telephone number and e-mail address of Contact Person – ideally one officer)</i>	
MARCH MEETING					
	Better Care Fund (Integration Transformation Fund) 14/15 Plan	12 Mar	Report	Portfolio Holder	Antony Dixon Strategic Commissioning Manager Nottingham City Council 0115 8763491 antony.dixon@nottinghamcity.gov.uk
	Residential Care Commissioning Proposals & Pricing	12 Mar	Report	Portfolio Holder	Steve Oakley Head of Quality & Efficiency Nottingham City Council 0115 8762836 steve.oakley@nottinghamcity.gov.uk

Issue <i>(Insert the likely title of report – ensure that this title makes it clear, to the public, what is being decided)</i>	Who will decide and date of decision? <i>(Insert Executive Board Sub-Committee meeting)</i>	Documents to be considered <i>(usually report to Board and / or Council)</i>	Who will be consulted and how? <i>(Clarify consultation undertaken and planned and HOW this has / will be done. Include any consideration by Overview and Scrutiny Committee or Select Committees)</i>	From whom can further information be obtained and representations made / deadline for representations? <i>(Insert FULL contact details – name, title, department, full address, full telephone number and e-mail address of Contact Person – ideally one officer)</i>	
APRIL MEETING					
	Child Development SCR	9 April	Report	Portfolio Holder	Colin Monckton Head of Commissioning & Insight Nottingham City Council 0115 8764832 colin.monckton@nottinghamcity.gov.uk

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EXECUTIVE BOARD COMMISSIONING SUB-COMMITTEE
15 JANUARY 2014

Subject:	Discretionary Emergency Hardship Scheme		
Corporate Director(s)/ Director(s):	Carole Mills – Deputy Chief Executive & Corporate Director of Resources Tony Kirkham – Director of Strategic Finance		
Portfolio Holder(s):	Cllr Chapman – Resources and Neighbourhood Generation Cllr Liversidge – Commissioning and Voluntary Sector		
Report author and contact details:	Liz Jones – Interim Head of Corporate Policy (0115 876 3367 * liz.jones@nottinghamcity.gov.uk Lisa Black – Head of Revenues, Benefits and Welfare Rights (0115 876 3930 * lisa.black@nottinghamcity.gov.uk		
Key Decision	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Subject to call-in
			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Reasons:	<input type="checkbox"/> Expenditure	<input type="checkbox"/> Income	<input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision
			<input type="checkbox"/> Revenue <input type="checkbox"/> Capital
Significant impact on communities living or working in two or more wards in the City	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Total value of the decision:			
Wards affected: All	Date of consultation with Portfolio Holder(s): 2 January 2014		
Relevant Council Plan Strategic Priority:			
Cutting unemployment by a quarter	<input type="checkbox"/>		
Cut crime and anti-social behaviour	<input type="checkbox"/>		
Ensure more school leavers get a job, training or further education than any other City	<input type="checkbox"/>		
Your neighbourhood as clean as the City Centre	<input type="checkbox"/>		
Help keep your energy bills down	<input type="checkbox"/>		
Good access to public transport	<input type="checkbox"/>		
Nottingham has a good mix of housing	<input type="checkbox"/>		
Nottingham is a good place to do business, invest and create jobs	<input type="checkbox"/>		
Nottingham offers a wide range of leisure activities, parks and sporting events	<input type="checkbox"/>		
Support early intervention activities	<input type="checkbox"/>		
Deliver effective, value for money services to our citizens	<input checked="" type="checkbox"/>		
Summary of issues (including benefits to citizens/service users):			
This report sets out changes to the Local Discretionary Emergency Hardship Scheme (DEHS) for the City of Nottingham and seeks approval to amend this Scheme from 15 January 2014.			
Exempt information:			
None			
Recommendation(s):			
1. To approve the proposed amendments to the (DEHS) for the City of Nottingham as outlined in section 1 of this report to take effect from 15 January 2014.			

1 REASONS FOR RECOMMENDATIONS

- 1.1 The level of demand for the Scheme during 2013 has not matched the anticipated levels. The original eligibility criteria have been reviewed and it is proposed that the Scheme is amended to ensure that it responds more flexibility to hardship and

places less emphasis on the need to demonstrate emergency and/or crisis in order to better meet the needs of households experiencing hardship in Nottingham.

1.2 The key proposed changes to the Scheme are as follows:

- Amend the policy to allow up to 3 awards for hardship support in a 12 month period, and 1 award of household support (household goods) with discretion for a further household support award in exceptional circumstances.
- Awards for financial support can be extended from the current 3 days, up to 7 days for both food and utility supplies (gas and electricity).
- The financial support for gas and electric levels are increased during winter months to reflect the increased need.
- Provide a wider range of household items available for household support based on need and discretion, e.g. to include table and chairs, sofa etc.
- Remove the emphasis in the scheme on emergency/crisis focus the scheme on responding to hardship.
- Open the eligibility to include households that are in receipt of “in work” benefits such as working tax credit.
- Expand how people access the scheme, enabling a direct referral route to the scheme from recognised agencies and professionals. This would allow authorised agencies/professionals use their judgement as to whether the household is experiencing hardship to refer citizen to the Scheme for short term hardship help whilst also ensuring that the household receives advice and support to deal with issues creating hardship.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

2.1 The Welfare Reform Act 2012 abolished the Discretionary Social Fund. From April 2013 funding for Crisis Loans (CLs) and Community Care Grants (CCGs) were devolved to top tier or unitary authorities. There was no new statutory duty on local authorities to recreate CCGs and CLs but there was a strong expectation from Government that councils would implement locally appropriate solutions.

2.2 The Council’s Executive Board approved the establishment and implementation of the DEHS to be introduced on 1 April 2013, when current DWP provision was abolished, and delegated approval of the final Scheme to the Executive Board Commissioning Sub-Committee, which approved the final DEHS on 27 March 2013. The DEHS was successfully introduced and was open to Nottingham citizens from 1 April 2013.

2.3 The Scheme provides either:

- Emergency Support – assistance to vulnerable people in meeting their needs for critical short term or financial help where they are unable to meet their immediate short term needs, as a result of an unavoidable emergency/disaster and/or,
- Household Support – support to establish or maintain independent living.

- 2.4 Since the scheme was introduced, NCC colleagues have continuously monitored demand to both manage the budget and ensure that the scheme design is fit for purpose in supporting households at point of emergency need and/or crisis. During this period user groups and workshops with the advice sector have taken place, which have further helped to shape the scheme throughout the first 9 months of operation. As a result of this, amendments have been made to flex the eligibility criteria to ensure the Scheme did not exclude certain groups of people and to allow more generous awards for Household Support.
- 2.6 This report presents the further changes to the Scheme formally called the Discretionary Hardship Support Scheme (DHSS) for approval.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Not to amend the scheme. However, this was rejected having taken account of both the intelligence and insight gathered since the Scheme was implemented on 1 April 2013 and the potential issues and impacts that could arise if appropriate provision is not made available for vulnerable citizens facing hardship or needing support to maintain independent living. The key reasons for rejection are:
- Risk to health and wellbeing of citizens
 - Risk of use of disreputable or door step lenders by citizens
 - Risk of increased demand on other services such as homelessness services, advice services, and family support services
 - Increased risk of reliance on already stretched voluntary services such as food banks

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

- 4.1 Nottingham City Council has received £1.8m per annum for 2013/14 and will receive a further £1.8m in 2014/15. In 2013/14 the allocation of £1.8m will be used to finance the DHSS.
- 4.2 Based on current take-up, the full allocation of grant will not be spent within the financial year. The proposed amendments to the scheme will increase spend in year but as the impact will be in the final quarter of the year the increase in demand and increase in awards can be accommodated within the original grant allocation.
- 4.3 Any grant underspent at the end of the financial year can be retained and carried forward to be used in future years. The government has confirmed in the Local Government Finance Settlement that it will not continue the Local Welfare Provision Grant in 2015/16. It has stated that this grant will be wrapped up in general central government grant to local authorities. At present there are no details to enable the impact of this to be determined. A review of the future of the hardship scheme will be required when future funding is clearer.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

- 5.1 Legal observations were provided for previous reports to Executive Board and its Commissioning Sub-Committee relating to the setting up of the Emergency Hardship Scheme. The Council has discretionary powers to introduce such a scheme and to make any appropriate amendments to that scheme, such as outlined in this report.

6 SOCIAL VALUE CONSIDERATIONS

- 6.1 Not applicable

7 REGARD TO THE NHS CONSTITUTION

- 7.1 Not applicable

8 EQUALITY IMPACT ASSESSMENT (EIA)

- 8.1 A full EIA was carried out in respect of the original Scheme in March 2013. Advice from the Equalities and Community Relations team recognises the likely benefits to citizens of the proposed amendments to the Scheme and that overall the Scheme will contribute to relieving short-term financial hardship faced by citizens. NCC and Councillors, as decision makers, have a legal responsibility to pay due regard to the equalities implications of decisions to change, limit or remove aspects of our services.

9 LIST OF BACKGROUND PAPERS RELIED UPON IN WRITING THIS REPORT (NOT INCLUDING PUBLISHED DOCUMENTS OR CONFIDENTIAL OR EXEMPT INFORMATION)

- 9.1 None.

10 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

- 10.1 Welfare Reform Act 2012
- 10.2 Executive Board report 20 November 2012
- 10.3 Executive Board Commissioning Sub Committee 27 March 2013
- 10.4 DEHS Equality Impact Assessment March 2013
- 10.5 Discretionary Emergency Hardship Scheme September 2013

11 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

- 11.1 Lisa Black – Head of Revenues and Benefits
- 11.2 Liz Jones – Head of Corporate Policy

11.3 Sarah Molyneux – Head of Legal Services

11.4 Geoff Walker – Head of Departmental Finance

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Agenda Item 7

EXECUTIVE BOARD – COMMISSIONING SUB-COMMITTEE
15 JANUARY 2014

Subject:	Streamlining Investment to the Voluntary and Community Sector: Grant Funding Progress So Far		
Corporate Director(s)/ Director(s):	Candida Brudenell –Director Quality and Commissioning		
Portfolio Holder(s):	Councillor Liversidge, Portfolio Holder for Commissioning and the Voluntary Sector		
Report author and contact details:	Karla Kerr – Market Development Project Officer, Tel: 0115 876 4796		
Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Reasons: Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings <input type="checkbox"/> of £1,000,000 or more taking account of the overall impact of the decision	Revenue <input type="checkbox"/> Capital <input type="checkbox"/>		
Significant in terms of its effects on communities living or working in an area consisting of two or more wards in the City	<input type="checkbox"/> Yes No <input checked="" type="checkbox"/>		
Subject to call-in <input checked="" type="checkbox"/> Yes No <input type="checkbox"/>	Total value of the decision:		
Relevant Council Plan Strategic Priority:	Wards affected: All		
World Class Nottingham	<input type="checkbox"/>		
Work in Nottingham	<input checked="" type="checkbox"/>		
Safer Nottingham	<input type="checkbox"/>		
Neighbourhood Nottingham	<input checked="" type="checkbox"/>		
Family Nottingham	<input checked="" type="checkbox"/>		
Healthy Nottingham	<input checked="" type="checkbox"/>		
Leading Nottingham	<input type="checkbox"/>		
Summary of issues (including benefits to citizens/service users):			
This report sets out Nottingham City Council's progress so far with regard to Streamlining Investment to the Voluntary and Community Sector (VCS).			
Work has been undertaken to ring fence and streamline Grant Funding to the VCS to create a clear and more accessible process. This builds on Nottingham's Compact Plus Framework, which is the formal partnership agreement between the Nottingham City Council and the VCS, and the awarding of the infrastructure contract to Nottingham VCS and partners which is to build and support capacity within the VCS.			
The streamlined model for Grant Funding at both Area and City-wide levels is set out in the attached strategy for agreement.			
The VCS Grant Funding Progress So Far... document has been out for consultation since July 2013, there has not been any feedback or requests for alterations to this document during this period.			
Recommendation(s):			
1. To agree the VCS Grant Funding Progress So Far... (Appendix 1) in order to formally record the streamlined model of Grant Funding.			

1 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 1.1 A great many changes have occurred nationally and regionally since Nottingham's Compact Plus Framework was written in 2008. These include a coalition Government, a refreshed national Compact, the Localism Act (2011) the Equality Act (2010) the Public Services (Social Value) Act 2012. There is a drive to make efficiencies to balance the need for savings and an increasing demand for services. In view of these developments a corporate Voluntary and Community

Sector Funding Strategy for the Council is needed to build on the steps already undertaken with the Area Based Grant Funding, which has been widely consulted on and implemented.

2 REASONS FOR RECOMMENDATIONS

- 2.1 To continue to build on the relationship between Nottingham City Council and the VCS and to document the progress so far to Streamlining Investment to the VCS; The full document is contained in Appendix 1.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Not to present progress. The absence of a documented progress may result in inconsistent Grant processes developing. For this reason, this option was rejected.

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

- 4.1 There are no financial implications pertaining to this report.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

- 5.1 On the facts contained in the report the report raises no significant legal issues.
- 5.2 It is envisaged that the new approach will promote community cohesion and therefore have a positive impact on crime and disorder.

6 SOCIAL VALUE CONSIDERATIONS

- 6.1 These proposals support Nottingham City Council's approach to social and environmental well-being in connection with public service contracts for the VCS.

7 REGARD TO THE NHS CONSTITUTION

- 7.1 Not applicable.

8 EQUALITY IMPACT ASSESSMENT (EIA)

- 8.1 An EIA is not required.

9 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

- 9.1 None.

10 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 10.1 Executive Board Commissioning Sub-Committee Report July 2013 – Streamlining Investment to the Voluntary and Community Sector (VCS): Grant Funding Strategy.

11 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

11.1 Geoff Walker, Head of Departmental Finance Support

11.2 Andrew James, Team Leader Contracts and Commercial

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APPENDIX 1: Voluntary and Community Sector Grant Funding – Progress so far...



Nottingham
City Council

Introduction

Nottingham City Council regards the Voluntary and Community Sector as a key partner in delivering its vision for a safe, clean, ambitious and proud City. Significant measures have been put in place by the Council to support the Voluntary and Community Sector with Nottingham Compact Plus Framework, which is the formal partnership agreement between the Nottingham City Council and the Voluntary and Community Sector, and the awarding of the infrastructure contract to Nottingham Community and Voluntary Service and partners which is to build and support capacity within the Voluntary and Community Sector.

Therefore, this document sets out to formally record the new streamlined model for Area Based Grant Funding with the Voluntary and Community Sector at an Area and City-wide level.

Section One: National Changes and Community Focus

A great many changes have occurred nationally and regionally since the Nottingham's Compact Plus Framework was written in 2008. These include a coalition Government with its concept of the Big Society, a refreshed national Compact, Equality Act (2010) the Localism Act (2011) and the Localism Act (2013) and the drive to make efficiencies to balance the need for savings and an increasing demand for services. In addition the Nottingham Plan outlines the long term vision for Nottingham City to 2030. In view of these developments a corporate Voluntary and Community Sector Grant Funding Document for the Council is needed to build on the steps already undertaken with the Area Based Grant Funding. This Voluntary and Community Sector Grant Funding Document sets out the Council's corporate approach to investing in the Voluntary and Community Sector in a way that is consistent, fair and transparent and the new model for Grant Funding with the VCS at an Area and City-wide level.

The Nottingham Plan is a route-map for everyone in Nottingham City, local people, communities, organisations and businesses to help Nottingham City Council achieve this vision. To ensure Nottingham City Council achieves Nottingham's long term vision Nottingham City Council will:

1. Support Nottingham City's most vulnerable people
2. Prioritise local jobs for local people
3. Intervene early to prevent difficulties and problems arising later
4. Provide visible services in our Neighbourhoods
5. Ensure local people are able to enjoy themselves in our City

The overall vision of Nottingham's Compact Plus Framework states: *"Compact Plus should recognise the valuable contribution that both our sectors make to reducing inequalities in our society and to improving cohesion between our different communities and neighbourhoods"*.

"By implementing this Compact, we seek to improve our cross-sector working

arrangements and the impact we make on building a fairer and more prosperous city.” This overall vision aligns with the overall priorities from the Nottingham Plan as outlined above. One of the other key aims of the Compact is to make a positive impact on the relationship between Nottingham City Council and the Voluntary and Community Sector and their joint commitment to establishing effective partnership working where appropriate. The Compact constitutes a set of principles about working in partnership which underpin the approach taken in delivering this funding approach and all of the Council’s joint working with the Voluntary and Community Sector.

Nottingham City Council is committed to supporting a thriving local Voluntary and Community Sector, as indicated through the Nottingham Plan and the Corporate Commissioning Framework. Approximately £31.1m has been invested in the Sector in 2012/13 - most of this is through commissioned City-wide arrangements, and £1.1m is through Area-based funding.

Section Two: Historical Grant Funding Arrangements

Historically, a number of different grant programmes to the Voluntary and Community Sector were administered across various parts of Nottingham City Council. These grant programmes were often complex and confusing for the Sector.

Since 2011 work has commenced to streamline this approach in order to make investment simpler, more transparent, and easier for the Sector itself to understand and access.

Section Three: New Grant Funding Model

Nottingham City Council undertook a review of the activities and funding of support services (‘infrastructure’) to the Voluntary and Community Sector, which were funded under the ‘Voluntary Sector Investment Programme’ that was due to end in March 2012. A new contract was awarded to a consortium led by NCVS and came into effect on 1 April 2012.

In 2012 Nottingham City Council’s Executive Board Commissioning Sub-Committee agreed the move to a more streamlined approach to allocating funding, bringing together and replace existing grant programmes and the associated processes, documentation and contracts. As part of this process, Voluntary and Community Sector organisations were asked to work in partnership to deliver these outcomes and identify a ‘Lead Organisation’ for each partnership.

The Lead Organisation is the provider that has the relationship with Nottingham City Council and the Area Committee, and is responsible for ensuring that all outcomes in an Area are delivered. Smaller organisations report directly to the Lead Organisation eliminating the need for organisations to have several reporting lines in to Nottingham City Council - thus creating a streamlined approach to investment.

It is important for Nottingham City Council to have a strong and transparent relationship with the Lead Organisation, therefore Nottingham City Council has committed to supporting and developing the Lead Organisation and partners. Nottingham City Council will look at all aspects of the business and support the Lead Organisation with business planning and development. The aim of this support is that when other funding becomes available, to be invested at an Area level, Lead Organisations will be ideally placed to manage this process.

Section Four: To Enhance this Work; Phase Two Work Streams

Building on the success of Phase One which introduced Area Based Grant Funding, Nottingham City Council is now in the process of implementing Phase Two that contains the following strands of work:

- Review of needs and funding of “Communities of Identity”
- Voluntary Sector Property and Lease Review
- Widening the scope of Voluntary and Community Sector Streamlining to include City-wide and partner organisation budgets
- Fair Funding Formula

This was approved by the Executive Board Commissioning Sub Committee in November 2012. The following sections give more detail on each these strands of activity.

Communities of Identity Review

Communities of identity have been defined, for the purpose of this review, by people who come together and feel part of a community around shared issues or circumstances. Communities of identity are likely to have particular needs and priorities for public services, barriers need to be removed to enable these communities to have power and influence in relation to these. In prioritising and resourcing communities of identity the focus is for those communities experiencing disadvantage or inequalities. The Communities of Identity review will take place during 2013/14.

Voluntary Sector Property and Lease Review

The Voluntary Sector Sustainability Team is working with Property Services and Legal Services to conduct a review of the fifty two voluntary sector properties with the intention of implementing new occupancy agreements that make clear the rights and responsibilities for the occupants and Nottingham City Council. Until this review is complete current Service Level Agreements will remain the same.

Widening the Scope of Voluntary and Community Sector Streamlining to include City-Wide Budgets and Partner Organisation Budgets

Nottingham City Council has begun to explore City-wide funding and also funding from partner organisations which potentially could be invested through the Area Based Grants Process.

Fair Funding Formula

Phase One of Streamlining Investment to the Voluntary and Community Sector has brought together a range of grant programmes and identified the funding Nottingham City Council is investing in each Area.

The opportunity now exists as part of Phase Two, to move to a Fair Funding Formula between Areas. Over the next year the following steps will be taken:

- Agree key factors and bring together current funding formulas
- Design and agree a safe timescale for moving to the formula, allowing for a gradual move
- Communicate with key stakeholders to agree changes

Section Five: Contact Details

If you have any comments on this draft document, require copies in alternative formats or further information, please contact:

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EXECUTIVE BOARD COMMISSIONING SUB COMMITTEE
15 JANUARY 2014

Subject:	QUALITY AND COMMISSIONING PROCUREMENT PLAN 2013 -2016		
Corporate Director(s)/ Director(s):	Candida Brudenell – Director of Quality and Commissioning		
Portfolio Holder(s):	Councillor Dave Liversidge – Portfolio Holder for Commissioning and Voluntary Sector		
Report author and contact details:	Jo Pettifor – Strategic Procurement Manager Tel: 0115 8765026 jo.pettifor@nottinghamcity.gov.uk		
Key Decision	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Reasons: Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings <input type="checkbox"/> of £1,000,000 or more taking account of the overall impact of the decision			Revenue <input type="checkbox"/> Capital <input type="checkbox"/>
Significant in terms of its effects on communities living or working in an area consisting of two or more wards in the City			<input type="checkbox"/> Yes No <input checked="" type="checkbox"/>
Subject to call-in <input type="checkbox"/> Yes No <input checked="" type="checkbox"/> <i>(individual elements of the plan will be approved at later meetings of the Executive Board Commissioning Sub-Committee and therefore subject to call-in at a later date)</i>	Total value of the decision: £00.00		
Relevant Council Plan Strategic Priority:	Wards affected:		
World Class Nottingham <input type="checkbox"/>	All		
Work in Nottingham <input type="checkbox"/>			
Safer Nottingham <input type="checkbox"/>			
Neighbourhood Nottingham <input type="checkbox"/>	Date of consultation with Portfolio Holder(s):		
Family Nottingham <input type="checkbox"/>	17 December 2013		
Healthy Nottingham <input type="checkbox"/>			
Leading Nottingham <input type="checkbox"/>			
Summary of issues (including benefits to citizens/service users): This report presents an update of the Quality and Commissioning Procurement Plan for 2013 – 2016, which sets out the planned programme of procurement activity across all services commissioned by the Directorate. The Procurement Plan is attached at Appendix 1. It also reports on progress made with procurement activity for the Directorate since the last Procurement Plan was presented to Committee in June 2013.			
Recommendation(s): To:			
1 Note the Quality and Commissioning Procurement Plan 2013 – 16.			
2 Note that the Plan is indicative of planned procurement activity and timescales, which may be subject to change dependent on the findings of Strategic Commissioning Intention (SCI) Reviews and full consideration of the procurement options for each service during this process.			

1 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

1.1 The Quality and Commissioning Directorate follows a programme of Strategic Commissioning Intention (SCI) Reviews as a mechanism to drive forward

improved commissioning through the application and embedding of the Corporate Commissioning Framework.

- 1.2 A Procurement Plan was developed early in 2012 setting out planned procurement activity within the Quality and Commissioning Directorate based on contract expiry dates and the planned programme of SCI Reviews. This Plan was reported to Committee at its meeting on 23 May 2012.
- 1.3 The Procurement Plan has been updated based on the progress of and outcomes emerging from the SCI Reviews and update reports were presented to Committee on 19 December 2012 and 19 June 2013. Since the June 2013 report, procurement activity has progressed as follows:
 - 1.3.1 New contracts for 7 'Independent Living Support Services' commenced on 1 July 2013 following completion of the call off tender from the previously established framework. The tender for a Forensic Mental Health Independent Living Support Service was completed in November 2013 and the new contract commences 1 January 2014.
 - 1.3.2 The call off tender for a Refugee Independent Living Support Service commenced in December 2013.
 - 1.3.3 The tender was completed for a Framework of providers for Care at Home and NHS Continuing Healthcare services for adults; new contracts will commence in January 2014. Of 57 organisations invited to tender, 6 were accepted onto the framework and there will be lead service providers for 4 zones in the city, which should reduce staff travel time and costs. The tender outcome was within the budget provision through the management of pricing in the tender process.
 - 1.3.4 The tender was completed for a Framework of providers for Care at Home for disabled children; new contracts will commence in January 2014. Of 39 organisations were invited to tender, 12 were accepted onto the framework. This will significantly increase the number of providers for children's homecare, providing choice and competition in this market. Reductions in prices have been achieved through the tender process.
 - 1.3.5 The tender for a framework of Care, Support and Enablement Services for adults was completed with 62 organisations invited to tender, 41 tenders received and 31 providers offered a contract. New contracts commenced on 1 October 2013 and the overall tender outcome was within the budget provision through the management of pricing during the tender process.
 - 1.3.6 The tender for a Learning Disability Partnership Board service was completed in July 2013.
 - 1.3.7 The tender for a Rough Sleepers Outreach service was completed; the contract commenced 1 October 2013.
 - 1.3.8 Tenders were completed for 3 Social Exclusion Housing Related Support services and the new contracts are due to commence 1 March 2014.
 - 1.3.9 The tendering of 2 mental health supported accommodation services commenced in October 2013; bids were received in December.

- 1.3.10 The tender for an Aftercare Resettlement Service was undertaken between September and November; the new contract will commence in January 2014
- 1.3.11 The City is leading a tender which commenced in November for an HIV Support Service, jointly commissioned with City and County Health and the County Council
- 1.3.12 Work is progressing to develop the commissioning requirements and pricing structure for residential and nursing care services for adults and to develop a process for providers to be contracted under the new arrangements in 2014
- 1.4 The Procurement Plan has been updated for the period 2013 – 2016 and has been extended to include the planned procurement activity for Public Health contracts which are now managed within Quality and Commissioning. A copy of the updated Procurement Plan 2013 – 2016 is attached at Appendix 1. It presents planned and anticipated procurement activity for both existing services and new commissioning, with the expected commencement and completion dates for each project. The Plan is indicative of procurement activity and may be subject to change, particularly where an SCI Review is still to be completed, as procurement activity depends upon the outcome of the reviews. The procurement options for each service are considered as part of the SCI process based on a number of factors, including whether the services are required in future, whether remodelling is necessary, how value for money can be secured, compliance with the Council's financial regulations and Public Procurement Regulations, and the overall risks, costs and benefits of tendering.

2 REASONS FOR RECOMMENDATIONS

- 2.1 The need for a robust plan of procurement activity across all contract areas was highlighted during the process of planning the Quality and Commissioning SCI programme and aligning existing contracts with these reviews. The Procurement Plan provides a tool for joint planning and working between the Strategic Commissioning and Procurement Teams and ensuring procurement activity is embedded with the SCI programme.
- 2.2 The Procurement Plan assists compliance with the Public Procurement Regulations and the Contract Procedure Rules of the Council's Financial Regulations by enabling procurement activity to be planned and undertaken within the duration of existing contracts. This avoids the need for dispensation from the Financial Regulations to be sought to extend contracts beyond their expiry date without formal tendering being undertaken, other than in genuinely exceptional circumstances. This is particularly important in relation to services that are Part A under the European Procurement Regulations and, therefore, subject to the full application of the European Directives.
- 2.3 The Plan provides information for internal and external stakeholders about planned procurement activity, and facilitates joint working on these projects. It allows other service departments (such as Legal Services) to include support activities for this process in their work plans and will present to stakeholders a clear, transparent and robust process of procurement planning aligned with the Strategic Commissioning cycle.

- 2.4 The Plan provides a tool for Strategic Procurement and Public Health Contracts Teams to plan procurement activity alongside other work priorities, which include contract management across a range of contract categories.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Do nothing. This would impact on the alignment of procurement activity within the programme of SCI Reviews within the Quality and Commissioning Directorate. It would risk non-compliance with the Council's Contract Procedure Rules and Financial Regulations through contracts needing to be extended beyond their expiry date due to SCI reviews and tendering activity not having been undertaken.

4 FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)

- 4.1 The recommendations of this report do not have any specific financial implications.
- 4.2 As each element of the procurement plan, set out in Appendix 1, is undertaken, separate approval will be required by Executive Board Commissioning Sub Committee and this approval will include the appropriate financial implications and recommendations.

5 RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)

- 5.1 The Council's Contract Procedure Rules and Financial Regulations and European Procurement Regulations dictate that the Council should undertake a formal tender process for the award of contracts of a particular value. The Procurement Plan addresses the risk of non-compliance with the Contract Procedure Rules by providing a tool for planning procurement activity across all contracts based on their expiry date.
- 5.2 The Procurement Plan sets out an ambitious programme of procurement activity for the Quality and Commissioning Directorate, involving many existing contracts, alongside new commissioning priorities across a wide range of service areas. The delivery of this programme in full depends upon the necessary resources being available within the Strategic Procurement Team. The number of tenders actually undertaken will be dependent on the findings of SCI Reviews and the full consideration of procurement options and implications and will be subject to further decisions making during the SCI process.

Legal Observations:

- 5.3 The recommendations in this report are considered to comply with Financial Regulations and the Contract Procedure Rules. While the recommendations raise no direct legal issues in and of themselves they raise indirect issues around the support legal services offer as part of the procurement activity.
- 5.4 Legal services will contribute to the effective delivery of the matters arising from the delivery of the Procurement Plan. This will include support to ensure that all matters arising comply with Financial Regulations and Contract

Procedure Rules, together with all externally applicable law and regulations including the Public Contracts Regulations 2006.

6 SOCIAL VALUE CONSIDERATIONS

- 6.1 For each planned procurement process, consultation will be undertaken and consideration will be given to how the services being commissioned could improve the economic social and environmental well-being in Nottingham. By virtue of the type of services being commissioned, social improvements are expected to be delivered particularly for those receiving services but also economic improvements are expected with regard to the terms under which service providers employ their staff. Such considerations will support compliance with the Public Services (Social Value) Act 2012 and this will be developed in the procurement process.

7 REGARD TO THE NHS CONSTITUTION

- 7.1 Local authorities have a statutory duty to have regard to the NHS Constitution when exercising their public health functions under the NHS Act 2006. In making this decision relating to public health functions, we have properly considered the NHS Constitution where applicable and have taken into account how it can be applied in order to commission services to improve the health of the local community.

8 EQUALITY IMPACT ASSESSMENT (EIA)

- 8.1 An EIA is not needed, as the report does not contain proposals for new or changing policies, services or functions, financial decisions or decisions about implementation of policies development outside the Council.
- 8.2 For each procurement process, an Equality Impact Assessment will be undertaken at an appropriate stage in the commissioning process.

9 LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION

- 9.1 None

10 PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT

- 10.1 Quality and Commissioning Procurement Plan Report – Executive Board Commissioning Sub-committee, 23 May 2012.
- 10.2 Quality and Commissioning Procurement Plan Update – Executive Board Commissioning Sub-committee, 19 December 2012.
- 10.3 Quality and Commissioning Procurement Plan Report – Executive Board Commissioning Sub-committee, 19 June 2013

11 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

- 11.1 Ceri Walters – Finance Business Partner, Strategic Finance
- 11.2 Naomi Vass – Senior Solicitor, Legal Services

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