

Nottingham City Council Delegated Decision



Reference Number:	3114
Author:	Jasmin Howell
Department:	Children and Adults
Contact:	Jasmin Howell (Job Title: Service Manager, Email: jasmin.howell@nottinghamcity.gov.uk , Phone: 0115 8764726)
Subject:	Commissioning a provider to collect daily attendance and exclusion information and attainment data for all Children in Care of statutory school age
Total Value:	90,000 (Type: Revenue)
Decision Being Taken:	<p>To approve the expenditure associated with procuring a provider to collect daily attendance and exclusion and attainment information for all Children in Care (CIC) of statutory school age commencing 1st May 2018 until 30th April 2021.</p> <p>To procure a provider to collect daily attendance and exclusion information and attainment data for all Children in Care of statutory school age.</p> <p>To delegate authority to the Director of Education to approve the outcome of the tender and award the contract.</p> <p>To delegate authority to the Virtual School Service Manager to sign the contract arising from the tender process once the tender outcome is agreed.</p>
Reasons for the Decision(s)	<p>The Virtual School has a statutory duty to collect, monitor and track the attendance, progress and attainment of all statutory school age CIC, we have previously commissioned an organisation to collect this data on our behalf and provide reporting in respect to this. The current contract is due to end on the 30th April 2018, we therefore need to go out to tender for continuation of this service. There is no capacity within the Virtual School team to carry out this function; a particular challenge with this is that our children in care are being educated in settings in and out of area and across the country.</p>

Other Options Considered:

Take no action - if we do not commission this service we will not receive attendance, exclusion, attainment or progress data for our CiC who are in out of area and academy schools (we can receive data and information from city maintained schools, however, a large majority of our children in care are not being educated in city maintained schools). This would drastically limit the ability of the Virtual School to fulfil its statutory duties to monitor, track and report on the educational experience and outcomes of all our CiC- we would only be able to fulfil this duty for CiC being educated in City schools which use the SIMS attendance module and make their information available through B2B, which is less than 50% of our cohort, it is on this basis that this option is rejected.

Background Papers:

Published Works:

Affected Wards:

Citywide

Colleague / Councillor Interests:

Consultations:

Date: 04/04/2011

Other:Portfolio Holder: Councillor Mellen Directors for Education: Sarah Fielding

I understand the Portfolio Holder for Children and Adults and the Directors of Education were consulted on the previous DDS in respect to this commissioning of a service, which was previously approved.

Those others not consulted are not directly affected by the decision.

Crime and Disorder Implications:

This request or decisions relating to it will not have any impact in respect to the reduction, combatting or increasing of crime and disorder.

This request or decisions relating to it will not have any impact or effect in the prevention of criminal or anti-social behaviour.

This request will not set or enforce any rules to regulate behaviour.

Equality: EIA not required. Reasons: This is not a new or changing policy, service or function. No individual/service within the City Council is negatively impacted by this provision as no team provides this service or information.

Decision Type: Portfolio Holder

Subject to Call In: Yes

Call In Expiry date: 28/03/2018

Advice Sought: Legal, Finance, Procurement

Legal Advice:
The proposals in this report raise no significant legal issues and are supported.

The Council has a statutory duty to promote the educational achievement of its looked after children and the procurement of a provider to collect school attendance and attainment information for such children will support this duty.

A compliant tender process will be undertaken to identify the most suitable provider and will ensure value for money is offered to the Council and legal services will support the procurement process as and when necessary alongside procurement colleagues. Advice provided by Dionne Claire Screamon (Solicitor) on 09/01/2018.

Finance Advice:
This decision supports the statutory requirement of the Authority to collect daily attendance and exclusion information and attainment data for all Children in Care of statutory school age.

The contract will be recommissioned from 01 May 2018 for a period of 3 years. The contract value £0.030m per year, equating to a total contract value of £0.090m. The contract value will be met from the Welfare and SIMS budget.

Christine Green
Finance Business Partner Advice provided by Christine Green (Senior Commercial Business Partner) on 08/02/2018.

Procurement Advice:
The proposed procurement of Virtual School Data Collection will be undertaken by the Procurement Team through a process compliant with EU and UK Procurement Regulations and the Council's Financial Regulations. This will ensure best value for money is secured for the Council.

Advice provided by Julie Herrod (Procurement Officer) on 26/10/2017. Advice confirmed 21/03/2018

Signatures
David Mellen (PH Early Intervention and Early Years)
SIGNED and Dated: 20/03/2018
Alison Michalska (Corporate Director for Children and Adults)
SIGNED and Dated: 20/03/2018