



NOTTINGHAM CITY COUNCIL
COMMISSIONING AND PROCUREMENT SUB-COMMITTEE

Date: Wednesday, 11 May 2016

Time: 2.00 pm

Place: LB 31 - Loxley House, Station Street, Nottingham, NG2 3NG

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

Corporate Director for Resilience

Governance Officer: James Welbourn **Direct Dial:** 01158763288

AGENDA

Pages

- | | | |
|----------|--|------------------|
| 1 | APPOINTMENT OF VICE-CHAIR | |
| 2 | APOLOGIES FOR ABSENCE | |
| 3 | DECLARATIONS OF INTERESTS | |
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To confirm the minutes of the meeting on 10 March 2016. | 3 - 6 |
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Report |
| 6 | NCC AND CCG JOINT COMMISSIONING PRIORITIES
Report of Assistant Chief Executive. | 7 - 34 |
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10 FUTURE MEETING DATES

To consider meeting at 2pm on the following Wednesdays:

13/07/16
14/09/16
12/10/16
16/11/16
14/12/16
11/01/17
15/02/17
15/03/17;

11 EXCLUSION OF THE PUBLIC

To consider excluding the public 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 outweighs the public interest in disclosing the information.

12 EXTRA CARE CHARITABLE TRUST KEY DECISION - EXEMPT APPENDICES

63 - 66

ALL ITEMS LISTED 'UNDER EXCLUSION OF THE PUBLIC' WILL BE HEARD IN PRIVATE. THEY HAVE BEEN INCLUDED ON THE AGENDA AS NO REPRESENTATIONS AGAINST HEARING THE ITEMS IN PRIVATE WERE RECEIVED

IF YOU NEED ANY ADVICE ON DECLARING AN INTEREST IN ANY ITEM ON THE AGENDA, PLEASE CONTACT THE GOVERNANCE 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

CITIZENS ARE ADVISED THAT THIS MEETING MAY BE RECORDED BY MEMBERS OF THE PUBLIC. ANY RECORDING OR REPORTING ON THIS MEETING SHOULD TAKE PLACE IN ACCORDANCE WITH THE COUNCIL'S POLICY ON RECORDING AND REPORTING ON PUBLIC MEETINGS, WHICH IS AVAILABLE AT WWW.NOTTINGHAMCITY.GOV.UK. INDIVIDUALS INTENDING TO RECORD THE MEETING ARE ASKED TO NOTIFY THE GOVERNANCE OFFICER SHOWN ABOVE IN ADVANCE.

NOTTINGHAM CITY COUNCIL

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE

**MINUTES of the meeting held at Loxley House, Nottingham on 10 March 2016
from 10.00 – 10.12**

Membership

Present

Councillor Alex Norris (Chair)
Councillor Jane Urquhart
Councillor Nicola Heaton
Councillor Dave Trimble

Absent

Councillor Jon Collins
Councillor Nick McDonald
Councillor David Mellen

Colleagues, partners and others in attendance:

Phil Wye - Constitutional Services Officer
Alison Challenger - Interim Director of Public Health
Clare Gilbert - Lead Commissioning Manager
Christine Oliver - Nottingham Crime and Drugs Partnership

65 APOLOGIES FOR ABSENCE

Councillor Nick McDonald- Work Commitments

66 DECLARATIONS OF INTEREST

Councillor Alex Norris declared an interest in item 5 as he works with the Nottinghamshire Healthcare Branch of UNISON, and Councillor Jane Urquhart declared an interest in item 5 as she works for the probation service. This did not preclude them from speaking or voting.

67 MINUTES

Subject to the inclusion of apologies from Councillor Jane Urquhart, the minutes of the meeting held on 10 February 2016 were agreed as a true record and signed by the Chair.

68 VOLUNTARY AND COMMUNITY SECTOR UPDATE

None

69 CRIME AND DRUGS PARTNERSHIP APPROVALS 2016/17 - KEY DECISION

Christine Oliver, Head of Service, Crime and Drugs Partnership (CDP), presented the report seeking delegated authority to the Assistant Chief Executive to receive and

collate grants and other funding from partners and to allocate funds to the CDP, and to grant delegated authority to the Assistant Chief Executive to award funding and to award and extend contracts, highlighting the following:

- (a) the spending outlined in exempt appendix 1 has quarter 1 separate from quarters 2-4 as it has the largest proportion of spending;
- (b) the services listed in exempt appendix 2 require direct award of contracts to ensure timely continuation of services.

RESOLVED to:

- (1) approve the anticipated receipt and expenditure of the Public Health Grant, Police and Crime Commissioner Grant, NCC and partner contributions by the CDP in 2016/17 as set out in exempt appendix 1;**
- (2) delegate authority to the Assistant Chief Executive to allocate anticipated funds for the above expenditure and to secure best value for Nottingham citizens as set out in exempt appendix 1;**
- (3) approve dispensation from financial regulations 3.29 under corporate contract procedure rule 5.1.2 in respect of the direct award of those contracts identified in exempt appendices 2 and 3 to ensure continuity of specialist services;**
- (4) delegate authority to the Assistant Chief Executive to approve the outcomes of tenders and award contracts to secure best value for Nottingham citizens in line with exempt appendices 1,2 and 3;**
- (5) delegate authority to the Assistant Chief Executive to sign contracts arising from the tender process once the tender outcome is agreed in line with exempt appendices 1,2 and 3.**

Reasons for Recommendations

- (1) to ensure the Public Health, Police and Crime Commissioner, NCC and partner contributions are utilised to commission and contract with services in an appropriate way and in accordance with the correct legislation;
- (2) to allow for relevant and necessary commissioning activity to continue in order to maintain service provision for the citizens and meet identified local needs including meeting the outcomes of the Substance Misuse Needs Assessment and consultation process;
- (3) to enable timely contract variations, extensions, direct awards and allocations to be made to services in order to deliver continuation of services in 2016/17;
- (4) to allocate funding to deliver the required savings across the Public Health, NCC and Police and Crime Commissioner funding streams in 2016/17. To allow for commissioning and tendering activities to deliver efficiencies in subsequent years.

Other Options Considered

- (1) to competitively tender those services set out in exempt appendix 2. This was not considered an option due to the specialist nature of the services provided;
- (2) to cancel the provision of the services. This was not considered an option due to the impact on the Crime and Drug Partnership overall aims to reduce substance misuse;
- (3) to do nothing. This was not considered as an option as contracts will end and tender is appropriate to achieve best value.

70 FUNDING OF PRESCRIPTION MEDICINES ASSOCIATED WITH PUBLIC HEALTH COMMISSIONED SERVICES - KEY DECISION

Alison Challenger, Interim Director of Public Health, presented a report seeking the approval of £548,000 to fund prescription medicines associated with public health commissioned services to Nottingham Clinical Commissioning Group (CCG) for 2015/16 Q3 and Q4, resulting in a total of £1,096,000 for 2015/16, highlighting the following:

- (a) the prescription medicines are for public health services which include drugs and alcohol services, sexual health services and smoking cessation support;
- (b) in future the option is being considered to move to a pooled budget arrangement with the CCG which would be more efficient;
- (c) any changes in demand will be managed effectively and it is hoped that the budget will come down following integration with the CCG.

RESOLVED to approve the payment of £548,000 to Nottingham City CCG for the funding of prescription medicines associated with public health commissioned services.

Reasons for Recommendations

To reimburse the Nottingham City CCG for the costs associated with prescription medicines associated with public health commissioned services.

Other Options Considered

- (1) do nothing. This option was rejected as it would put at risk working relationships with Nottingham City CCG and the continuations of the administration and supply of prescription drugs associated with public health commissioned services;
- (2) move to a pooled budget arrangement. This option is being considered as part of the integration of health and social care programme.

71 WORK PROGRAMME

RESOLVED to note the work programme

72 EXCLUSION OF THE PUBLIC

RESOLVED to exclude the public from the meeting during consideration of the remaining items in accordance with Section 100A(4) of the Local Government Act 1972 on a 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, Schedule 12A of the Act.

73 CRIME AND DRUG PARTNERSHIP APPROVALS 2016/17 - EXEMPT APPENDICES

RESOLVED to note the information in the exempt appendices to the report on Crime and Drug Partnership Approvals 2016/17

Agenda Item 6

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE – 11/05/16

Subject:	NCC and CCG Joint Commissioning Priorities 2016/17		
Corporate Director(s)/ Director(s):	Candida Brudenell: Assistant Chief Executive Katy Ball: Director of Procurement and Children’s Commissioning		
Portfolio Holder(s):	Cllr Alex Norris		
Report author and contact details:	Chris Wallbanks: Strategic Commissioning Manager: 8764801 Clare Gilbert: Interim Strategic Commissioning Manager: 8764811		
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 type="checkbox"/> Yes
			<input type="checkbox"/> No
Total value of the decision:			
Wards affected: All	Date of consultation with Portfolio Holder(s): 20 th April 2016		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input type="checkbox"/>
Schools			<input type="checkbox"/>
Planning and Housing			<input type="checkbox"/>
Community Services			<input checked="" type="checkbox"/>
Energy, Sustainability and Customer			<input type="checkbox"/>
Jobs, Growth and Transport			<input type="checkbox"/>
Adults, Health and Community Sector			<input checked="" type="checkbox"/>
Children, Early Intervention and Early Years			<input checked="" type="checkbox"/>
Leisure and Culture			<input type="checkbox"/>
Resources and Neighbourhood Regeneration			<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
This report sets out the commissioning priorities for Nottingham City Council and the joint commissioning priorities for Nottingham City Council (NCC) and Nottingham City Clinical Commissioning Group (CCG) for 2016-2017 which will form the basis of the work programme for both organisations and will inform prioritisation of resources.			
The commissioning priorities will provide an important catalyst for:			
<ul style="list-style-type: none"> • Improving outcomes and choice for children, adults and families in key areas • Reducing costs • Increasing focus on prevention and early intervention 			
Exempt information:			
None			
Recommendation(s):			
1 To approve the main areas of activity identified within the joint headline plan (Appendix 1) and the more detailed implementation plans (Appendix 2 – NCC commissioning priorities; Appendix 3 – Joint NCC and CCG commissioning priorities)			

1 REASONS FOR RECOMMENDATIONS

- 1.1 Agreement of the commissioning priorities for 2016/17 will establish the work programme for the City Council and the CCG and enable resources to be allocated effectively.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Discussions have taken place with relevant partners in relation to commissioning priorities for 2016-17. These were based on consideration of citizen outcomes, policy and legislative requirements, contractual issues, budgetary issues, time elapsed and outcome of last review and deliverability. The plan will form the basis for the allocation and prioritisation of resources for the forthcoming year in order to deliver improved outcomes for Nottingham citizens, transformational change and systemic efficiencies.
- 2.2 This plan identifies NCC priorities and our combined priorities across health and social care provision and will underpin the work of the Commissioning Executive Group and the Health and Wellbeing Board
- 2.3 As a result of this engagement and prioritisation process, commissioning activity for the coming year has been aligned as far as possible with the outcomes and priority areas identified within the Health and Wellbeing Strategy.
- 2.4 Activity related to improving physical health outcomes has been listed under the outcome 'People in Nottingham adopt and maintain Healthy Lifestyles'
Activity related to improving mental health has been listed under the outcome 'People in Nottingham will have positive Mental Wellbeing and those with Serious Mental illness will have good physical health'
Activity related to empowering people to live healthy lives or activity related to wider system change, including services working better together, which will ultimately support people to live healthier lives, has been listed under the outcome 'There will be Healthy Culture in Nottingham in which citizens are supported and empowered to live healthy lives and manage ill-health'.
Finally, activity related to improving citizens' physical environment has been listed under the outcome 'Nottingham's Environment will be sustainable; supporting and enabling citizens to have good health and wellbeing'
- 2.5 The attached provisional headline plan (Appendix 1), indicates activity undertaken by each organisation and activity that is being undertaken jointly. The attached provisional Implementation Plans (Appendix 2- NCC commissioning priorities and Appendix 3 – Joint NCC and CCG commissioning priorities;), indicate activity undertaken by Nottingham City Council only and Nottingham City Council jointly with Nottingham City Clinical Commissioning Group jointly.
- 2.6 Each activity area will be worked up further to identify person-centred outcomes and make reference to national outcomes frameworks and our local strategies and plans.

In addition to the activity outlined, it is recognised that all partners will have additional priorities and 'business as usual' that will require some allocation of resource.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 Other options for commissioning priorities have been considered as part of early discussions with partners, but have been rejected on the basis of application of the following considerations:

- Outcomes for children, adults and families
- Financial factors
- Policy Framework
- Contractual issues
- Time since last review
- Partnership priorities
- Deliverability

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

4.1 The finances associated with each area of activity have been identified where possible. Further analysis of spend contained within each area of activity will be undertaken in order to identify potential efficiencies

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

5.1 This report does not raise any significant legal issues and any Crime and Disorder Act implications arising from the recommendations in this report are positive

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE (STRATEGIC REGENERATION COMMITTEE REPORTS ONLY)

6.1 This report has no implications in relation to property assets or associated infrastructure

7 SOCIAL VALUE CONSIDERATIONS

7.1 As part of the co-productive engagement process integral to each commissioning review, consideration will be given to how the services being commissioned could improve the economic, social and environmental wellbeing 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 Public Services (Social Value) Act 2012 and this will be embedded in any procurement process

8 REGARD TO THE NHS CONSTITUTION

8.1 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 commissioning decisions 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

9 EQUALITY IMPACT ASSESSMENT (EIA)

9.1 Has the equality impact of the proposals in this report been assessed?

No

An EIA is not required because this report does not contain proposals for new or changing policies, services or functions, financial decisions or decisions about implementation of policies developed outside the Council

Yes

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

10.1 None

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

11.1 None

12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

12.1 Christine Oliver: Head of Service, Crime & Drugs Partnership
Jo Williams: Assistant Director Health and Care Integration, Nottingham CCG
Lucy Anderson: Assistant Director of Quality Governance, Children and Learning Disabilities, Nottingham CCG

Provisional Joint Outcome-Based Headline Plan 2016/17

Outcome	Commissioning Activity Nottingham City Council	Commissioning Activity CCG	Joint commissioning activity
People in Nottingham adopt and maintain Healthy Lifestyles	Implementation of Healthy Lifestyles Model Young People's Substance Misuse Treatment Implementation of adult substance services model Drug and alcohol inpatient Review Implementation of adult and children's Sexual Health Services		Self-care pathway
People in Nottingham will have positive Mental Wellbeing and those with Serious Mental illness will have good physical health		Review the acute liaison service Review opportunities for improving the physical healthcare of patients with mental health issues and opportunities for improving the mental health of people with physical health problems	Future in Mind Transformation Plan (including CAMHS work) Integrated Mental Health Pathways

		Mental health street triage Develop primary care mental health service	
There will be a Healthy Culture in Nottingham in which citizens are supported and empowered to live healthy lives and manage ill health	LAEO Day and Evening Services Framework Criminal Justice Treatment Service Review Domestic and Sexual Violence Review Commissioning and Sufficiency for Children in Care Placements	Primary care vision implementation Urgent care vanguard Early detection and improved outcomes for people with cancer Personal Health Budgets Support for people with long term conditions: <ul style="list-style-type: none"> • Diabetes • Weight Management • Respiratory • Atrial Fibrillation • Stroke 	Social Prescribing Hospital Substance Misuse Care Team Children's 0-5 Integration Programme Child Development Review Phase 2 (5-19 Universal and Early Help) Whole Life Disability Programme (Children and Adult) Carer's Transforming care Enhanced health In care homes Assistive Technology expansion Effective personal care at home Pooled budget development Integrated Adult Care / BCF (incl DTOC)
Nottingham's			Home Care

Environment will be sustainable; supporting and enabling its citizens to have good health and wellbeing			Social Inclusion- Housing Related Support
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NCC Commissioning Intentions 2016/17

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
People in Nottingham adopt and maintain Healthy Lifestyles	Implementation of Healthy Lifestyles Model In scope are LA commissioned PH Grant funded services for adults to stop smoking, become physically active, improve diet and nutrition and have a healthy weight, NHS Health Checks.	To determine the most effective use of resource available from the Public Health Grant in supporting citizens to increase physical activity, improve diet and nutrition, reduce obesity and reduce smoking.	<ul style="list-style-type: none"> • New model confirmed April `16 • Draft spec May `16 • CEG May `16 • Exec Board June, `16 • Tender process July `16 • Award Sept `16 • Mobilisation March `17 • Service starts March `17 	John Wilcox and Gayle Aughton	Rachel Sokal	A more effective and efficient model of services to support citizens at high risk of and living with LTC to reduce risk. Services will be more integrated with other relevant health and social care services and wider council provision.	£2.3m
	Young People's Substance Misuse & Treatment Review Lifeline Journey. Head2Head DrugAware.	To refresh and provide a progress update on the young people's substance misuse review. Specialist young people's substance misuse service contract comes	<ul style="list-style-type: none"> • Review to be complete by Sept 2016 and recommendations for future commissioning made. • Procurement for any new services to be complete end Jan 17. • Any new services 	Ian Bentley	Katy Ball Christine Oliver	Review complete. Any procurement complete. Any new services operational.	£414,757

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
		to an end 30/04/17.	to be operational April 17.				
	<p>Implementation of adult substance services model</p> <p>Integrated alcohol drug & alcohol treatment & support service (new).</p> <p>Specialist needle exchange & sexual health service (new).</p> <p>Family support service (new).</p>	<p>New substance misuse adult treatment system contracts tendered in 15/16 with contracts anticipated to be awarded April 16 and operational July 16.</p> <p>Safe implementation of new services required to ensure safe transfer of care and prescribing for existing service users.</p>	<ul style="list-style-type: none"> • Contracts awarded April 16 • Service to be operational July 16. <p>Ongoing support and full implementation</p>	Lucy Putland	Katy Ball Christine Oliver	New treatment system fully operational. All current service users safely transferred to the new provider/service.	<p>£4,376,000</p> <p>£200k</p> <p>£250k</p>

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	<p>Drug and alcohol inpatient Review</p> <p>Woodlands Inpatient Service (NHT)</p> <p>Michael Varnam House (Framework)</p>	<p>Inpatient provision was out of scope for the current commissioning of substance misuse services. A review of level of need is required based on 16/17 activity with potential commissioning in 2016/17. .</p>	<p>Timescales to be confirmed. All of the following to be completed by end of 16/17:</p> <ul style="list-style-type: none"> • Review level and profile of need • Review current provision • Identify unmet need • Options appraisal • Commissioning intentions determined • Current provider notified • <i>Should decision be to tender, procurement plan developed and market development undertaken</i> 	Lucy Putland	Katy Ball Christine Oliver	<p>Review completed. Commissioning intentions determined. Plan for any procurement in place (any procurement to begin Q1 17/18). Current providers notified.</p>	<p>£386,869</p> <p>£83,002</p>
	<p>Implementation of sexual health services</p> <p>Ensure implementation of</p>	<p>Maximise the potential of recently commissioned services:</p> <ul style="list-style-type: none"> • ISHS 	<ul style="list-style-type: none"> • Commissioning of main Integrated Sexual Health Service (ISHS) undertaken in 2015/16, however 	TBC	Rachel Sokal		Circa £4.4

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	re-commissioned services Undertake a review of current primary care services, (including service review of specific services) to determine future commissioning proposals	<ul style="list-style-type: none"> • sexual health and needle exchange service, • STI and social care, • primary care services; • online STI testing services (chlamydia, HIV) • C-card To work in an integrated way to deliver improvements in sexual health outcomes.	requires an on-going review including managing activity within the financial cap / offer an opportunity to ensure main service provides full integration of contraception and STI services <ul style="list-style-type: none"> • Primary care services contract due to expire at the end of 16/17. 				
People in Nottingham will have positive Mental Wellbeing and those with Serious	(All activity is jointly planned and delivered- see Appendix 3)						

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
mental illness will have good physical health							
There will be a Healthy Culture in Nottingham in which citizens are supported and empowered to live healthy lives and manage ill-health	<p>Looking After Each Other (LAEO)</p> <p>Building capacity of citizens and in communities, so that better able to look after themselves and each other. By doing so significantly reduce the demand, and cost of, public services Phase 1 targeted at Vulnerable Adults (VA) (reducing demand for health and social care services) Phase 2 Vulnerable Children and</p>	<p>Universally accepted that public services cannot continue to operate as they are – and that there is a need to rebalance the system so that citizens and communities do more</p> <p>LAEO programme designed to be a key mechanism to bring about this change and rebalancing of the system</p>	<ul style="list-style-type: none"> • Volunteering Strategy and supporting action plan agreed by sponsor and executive lead councillor Feb 16 • Resources secured to drive delivery of strategy and fund overall communications strategy March 16 • Impact analysis of Vulnerable Adults pilots complete – decisions on scaling-up made March 16 • Loneliness action plan agreed (linked to HWBB) – April 16 • Improved 	Kevin Banfield	Candida Brudenell	<p>Volunteering Plan implemented – resulting in increased levels of informal volunteering</p> <p>Year 1 of Loneliness action plan implemented, with measureable reduction in levels of loneliness amongst target groups</p> <p>Bulwell pilot complete, results and impacts evaluated – and model being rolled-out to other areas of the city</p>	£155k

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	Families (reducing flow of children into care)		<p>governance arrangements in place (focussed around Demand Management) April 16</p> <ul style="list-style-type: none"> • CSR initiatives of city's major businesses aligned around a small number of key priority areas May 16 • Overall Communications strategy agreed and starting to be implemented July 16 • All strands of Bulwell Pilot implemented and impacts of early projects evaluated Oct 16 			Volunteering efforts of the city's major businesses aligned around city priorities	
	<p>Day and Evening Services Framework</p> <p>Review of current framework for the</p>	<p>Current framework ends February 17. Current framework</p>	<ul style="list-style-type: none"> • Analysis of services and model Aug 16 • Develop new model Sept 16 	TBC	TBC	New framework or approved provider list of Day and Evening Opportunities will be developed	Circa £2.3m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	provision of day and evening activities	does not deliver sufficient flexibility and does not support innovation. No learning disability services are on the current framework	<ul style="list-style-type: none"> Day and Evening ITT Issued Oct 16 New Framework in place Feb 2017 				
	Criminal Justice Treatment Service Review	Contract due to end April 2018. Lease on current Adult Offender Building December 2017. Review will begin in 2016/17.	Review to begin January 2017	CDP/Ian Bentley	Katy Ball Christine Oliver	Review underway.	£1,234,157
	Domestic and Sexual Violence Review Domestic Violence Refuges.	<ul style="list-style-type: none"> Refuges contracts end in September. Commitment at JCG to reissue contracts for refuges due to buildings. 	Timescales to be confirmed.	CDP/Ian Bentley	Colin Monckton Tim Spink	New refuge contracts existing providers.	£477,500

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	<p>Stronger Families & Rise</p> <p>Children’s Workers</p> <p>Implementation of domestic & sexual violence contracts</p>	<p>Dispensation will be sought.</p> <ul style="list-style-type: none"> • Stronger Families & Rise dispensation has been granted to extend contracts in line with recently awarded • Additional funding required for children’s workers in refuges (circa £80K). • Domestic & Sexual Violence JCG has identified gaps in provision and will be considering these in year. <p>New domestic and sexual</p>				<p>New Stronger Families & Rise contracts with existing providers.</p> <p>Hopefully secured additional funding to ensure sustainability of children’s workers.</p> <p>Review and plan for identified gaps through the D&SV JCG.</p> <p>New services fully operational.</p>	<p>£319,250</p> <p>£30k</p> <p>£621,763</p>

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
		violence contracts awarded in 15/16 to be implemented. Partnership arrangements with other funders to be finalised				Partnership requirements regarding performance and financial management being met.	
	<p>Commissioning and Sufficiency of Children in Care Placements</p> <p>Ensure sufficient accommodation for Looked After Children and Young People. Determine new methods and models (local, regional and sub-regional) for the commissioning and contract management of care placements, informed by current and anticipated sufficiency</p>	£34m annual spend, changing cohort needs, market sufficiency and capability needs, outcomes still relatively poor for this group.	<p>Sufficiency analysis to inform 2016-18 strategy to commence April 2016.</p> <p>Commence implementation of semi-independent block and framework contracts August 2016.</p>	Anne Partington Holly Macer	Candida Brudenell, Helen Blackman, Katy Ball	<p>Semi-independent (16yrs+) accommodation and support block contract and framework to be implemented in August 2016.</p> <p>Formalised commissioning arrangements for Edge of Care support to be agreed and implemented (date tbc).</p> <p>New commissioning models identified</p>	£34m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
	<p>requirements.</p> <p>Maximise quality, value for money and opportunities to reduce spend on CiC placements.</p>					<p>and in place for; fostering bridging placements, fostering block contracting/formal volume discount</p> <p>Continued implementation of residential block contract (projected saving of circa £300k+ in year)</p>	
	<p>Effective Personal Care at Home</p> <p>Review of Homecare system including Framework provision and role of internal provision. Aim to align with Notts County provision and potential for joint commissioning</p>	<p>Current System does not have enough capacity and is under increasing pressure. Current Framework expires Dec 2017.</p>	<ul style="list-style-type: none"> • Model agreed Jan '17 • ITT April '17 • Award contract Jul '17 Commence Sep/Oct '17 	Michael Rowley	Colin Monckton	Model agreed and tender in progress	Circa £13.7m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finance
<p>Nottingham’s Environment will be sustainable: supporting and enabling its citizens to have good health and wellbeing</p>	<p>(All activity is jointly planned and delivered- see Appendix 3)</p>						

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NCC and CCG Joint Commissioning Intentions 2016/17

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
People in Nottingham adopt and maintain Healthy Lifestyles	Bulwell & Bulwell Forest Self Care Pilot Project The pilot project is currently underway and due to complete in Jan '17. Evaluation will identify the most effective elements of the pilot for roll-out across the City.	Self Care enables people to remain independent of services for as long as possible by managing long term conditions and/or delaying the onset of ill-health.	<ul style="list-style-type: none"> • Pilot project ends Jan '17 • Final evaluation report due March '17 	Rachel Jenkins	Jo Williams	Evidenced successful elements of the pilot will be identified for City wide roll-out.	Circa £370k (Excludes costs for Click Nottingham Pilot & Enablement Gateway Team)
People in Nottingham will have positive Mental Wellbeing and those with Serious mental illness will have good physical health	Future in Mind Transformation Plan (including CAMHS work) Promoting resilience, prevention and early intervention Improving access to effective support Care for the most vulnerable Accountability and transparency Developing the workforce	Future in Mind is Government Guidance on promoting, protecting and improving children and young people's mental health and wellbeing. All areas have been asked to baseline their provision and submit an action plan. Supportive funding has been made available nationally.	(34 point action plan available) <ul style="list-style-type: none"> • Promoting whole school approaches to promoting MHWB April 16- March 17 • Develop and implement care bundles across the CAMHS pathway by Dec 16 • Increase capacity in the system to support more CYP by March 16 • Develop a website for CYP by June 16 • Review Crisis and 	Lucy Peel Sarah Quilty Charlotte Reading	Katy Ball Helene Denness Lucy Anderson	To be agreed.	TBC

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
			Intensive Home Treatment Service by Sept 16 • Review support to vulnerable groups (tbc)				
	Integrated Mental Health Pathways Requires scoping. Opportunity to consider whole system support from inpatient mental health services through to community based accommodation and support.	Overall performance of MH provision not well understood. Commissioning activity to date has not looked across areas of provision or produced joined-up plans. Opportunity to explore integration, particularly integration of physical and mental health in care delivery. Increase in MH presentations in general needs homelessness services. Initial 3 year contract term for supported accommodation due to expire end	Subject to initial scoping and further development of model. • Scope – March 16 • Review arrangements and governance – April 16 • Research and engagement – April to June 16 • Development of model – July/Aug 16 • Plan for procurement agreed (and approval) Sept 16 • Procurement to commence Oct/Nov 16 Implementation from April 17 MH integration	Rachel Jenkins	Jo Williams	Cross system plan for provision of MH services aligned to priorities in Wellness in Mind. Further outcomes (i.e. design of services and award of contracts) subject to plan.	Circa £1.7m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
		16/17.	Steering group will map MH service delivery across the City and identify key areas for integration June '16 Workplan for prioritised areas for 16/17 will be agreed June '16				
There will be a Healthy Culture in Nottingham in which citizens are supported and empowered to live healthy lives and manage ill-health	Social Prescribing Review the model currently included in the Self Care pilot to develop and implement a City wide social prescribing model that integrates physical and mental health social prescribing needs.	Social prescribing is an effective tool that can have a massive positive impact on people's wellbeing, self-esteem and overall quality of life.	<ul style="list-style-type: none"> • Scope and map national models and good practice – May '16 • Agree integrated social prescribing model for the City – June '16 • Pilot integrated model – start Sept '16 	Rachel Jenkins	Jo Williams	Integrated social prescribing model agreed and pilot underway for evaluation.	Circa £1k (expansion planned full value to be confirmed)
	Hospital Substance Misuse Care Team Hospital Liaison Service (Framework) Rapid Response Liaison Psychiatry Substance Misuse Element (NHT _ CCG commissioned	Alignment of current two services through tendering will allow for more streamlined and effective service (including covering more wards) with reduced duplication	Timescales are to be confirmed. Funding issues are currently being resolved and additional funding to provide an even more holistic service (covering ED) is sought through Vanguard	Ian Bentley	Katy Ball Christine Oliver	Misuse Care Team procured and operational	Circa £200k

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
	<p>Integrated 0-5 Children's Teams</p> <p>Health Visitors, Family Nurse Partnership, Breast Feeding Peer Supporters, Early Help Team, Children's Nutrition Team, Portage</p>	<p>Maximise the potential of commissioned services; Health Visitors, FNP, Breast Feeding Peer Supporters and internal Early Help Service to work in an integrated way with a shared outcomes framework.</p>	<p>From April 16,</p> <ul style="list-style-type: none"> Joint Venture Governance Structure is established and a model for the delivery of the integrated service specification is developed. Implementation date to be agreed by partners depending on whether a procurement process needs to be undertaken. 	<p>Chris Wallbanks Bobby Lowen Charlotte Reading</p>	<p>Candida Brudenell Sally Seely Katy Ball Helen Blackman Lucy Anderson</p>	<p>0-5 children's teams are established, aligned to the 8 Care Delivery Group areas and delivering the specification.</p>	<p>Circa £14m</p>
	<p>Universal and Early Help Pathway for 5-19s defined in Nottingham.</p> <p>Scope to be confirmed with partners and consideration given to internal and external contracts relating to the 5-19 age range. Schools not directly in scope but the analysis of what works and recommendations for</p>	<p>Following on from the 0-5 pathway of services, this next phase will focus on the Universal and Early Help services and interventions available to 5-19 year olds to enable a completely revised 0-19 pathway to be developed through the strengthening</p>	<ul style="list-style-type: none"> Analysis reviewed by May 16 Recommendations completed by June 16 5-19 Pathway developed by June 16 Integrated service specification completed by July 16 <i>(Procurement or</i> 	<p>Chris Wallbanks Bobby Lowen Charlotte Reading</p>	<p>Candida Brudenell Sally Seely Katy Ball Helen Blackman Lucy Anderson</p>	<p>Universal and Early Help Pathway 0-19 defined. Evidence-based programmes recommended for delivery. Integrated service specification for 5-19 completed.</p>	<p>N/A</p>

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
	delivery will be made available to them.	of evidence-based approaches	<i>alignment decision required)</i>				
	<p>Integrated 5-19 Young People's Teams</p> <p>Scope to be confirmed with partners and consideration given to internal and external contracts relating to the 5-19 age range.</p>	To extend the integration begun by the 0-5 children's teams and maximise the potential of integrated delivery for 0-19s	Timeline to be agreed by partners and dependent on whether a procurement process was undertaken for 0-5 integrated services	Chris Wallbanks Bobby Lowen Charlotte Reading	Candida Brudenell Sally Seely Katy Ball Helen Blackman Lucy Anderson	To be agreed by partners	Circa £1.5m
	<p>Enhanced Whole Life Choices for People With Disabilities</p> <p>Transforming Careⁱ Accommodation and support, life opportunities, integrated working. SEND Reforms integrated planning between adults and children transition Make/buy/sell decisions Provide commissioning support to Whole Life Disability Programme</p>	Continuation of 15/16 review – area of high spend – Transforming Care Fast Track requirements Legislative change, demographic increase and potential for budget pressures, partnership work	<ul style="list-style-type: none"> • Short break services ITT March 16 • Review of residential short breaks May 16 • New services in place Sept 2016 • New staffing assessment model Aug 16 • Implementation of Whole Life Disability Programme April 16 onwards • New Fast Track Transforming care 	Clare Gilbert Theodore Phillips Charlotte Reading	Colin Monckton Katy Ball Lucy Davidson	Improved choice of short breaks Integrated model for short breaks between CCG and NCC Savings identified in relation to short breaks Fast Track Programme fully operational	Circa £5m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
			Model in place April 16 onwards				
	<p>Carers' Provision</p> <p>Review of current carer services commissioned by CCG and NCC</p>	<p>Alignment of carer services to increase alignment and support BCF arrangements Services need to align better to Care Act requirements</p>	<ul style="list-style-type: none"> • Joint Strategic Commissioning Review by NCC and CCG completed June 2016 • New service model developed May/June 2016 • Aligned/joint commissioning of new services to take place from August 2016 • New services in place April 2017 	<p>Lisa Lopez/ Gemma Markham</p>	<p>Colin Monckton Katy Ball Hazel Wigginton</p>	<p>New services in place ready to commence. Work taking place with Health and Social Care providers to integrate carers into the planning and support for the cared-for citizens.</p>	<p>Circa £451k</p>
	<p>Integrated Commissioning of health and social care provision</p> <p>Establish a pooled budget for adult health and social care services.</p> <p>This will include developing a section 75 partnership agreement to describe the governance,</p>	<p>Supports integrated care.</p> <p>More effective and efficient cross agency commissioning</p>	<ul style="list-style-type: none"> • Develop new Section 75 agreement –July 2016 • Agree integrated commissioning arrangements • Agree governance arrangements • Agree risk share arrangements • Develop 	<p>Jo Williams Colin Monckton Maria Principe</p>	<p>Candida Brudenell Dawn Smith</p>	<p>Pooled budget in place supported by a section 75 partnership agreement.</p> <p>Three year savings plan agreed and being implemented</p>	<p>Circa £300m</p>

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
	commissioning and risk share arrangements.		performance management metrics • Develop savings plan- July 2016				
	<p>Effective Personal Care at Home</p> <p>Review of Homecare system including Framework provision and role of internal provision. Aim to align with Notts County provision and potential for joint commissioning</p>	Current System does not have enough capacity and is under increasing pressure. Current Framework expires Dec 2017.	<ul style="list-style-type: none"> • Model agreed Jan '17 • ITT April '17 • Award contract Jul '17 <p>Commence Sep/Oct '17</p>	Michael Rowley Claire Kent Jo Williams	Colin Monckton Hazel Wigginton	Model agreed and tender in progress	Circa 13.7m
	<p>Assistive Technology expansion</p> <p>Integrate existing assistive technology (AT) services (Telecare and Telehealth) into a single service. Develop an AT commercial service.</p> <p>Provide clinical hub video conferencing support for care home residents. Develop new AT</p>	<p>Remove duplication and confusion. Build on positive findings of external evaluation. Support self-care for citizens</p> <p>Reduce admissions from care homes</p>	<p>Integrated Service established by October 2016</p> <p>Commercial service established by April 2017 Clinical hub operational by October 2016</p> <p>Ongoing</p>	Dave Miles	Colin Monckton Jo Williams	New services in place	Circa £1.015m

HWB Strategy Outcome	Commissioning Activity and Scope	Rationale	Key Milestones	Lead	Director Sponsor	Year End Outcome – where will we be?	Finances
	initiatives.	Harness new technologies.					
Nottingham's Environment will be sustainable: supporting and enabling its citizens to have good health and wellbeing	Provision of housing related support services for citizens at risk of social inclusion Review of current contracts providing supported housing projects and related Independent Living Support Services	Understanding impact of LHA cap and other social housing changes. Delivering significant on going efficiencies	<ul style="list-style-type: none"> • Undertake analysis of current services- June 2016 • Develop new operational models Sept 16 • Issue ITT Oct 16 • New services in place April 17 	Dave Miles	Colin Monckton Jo Williams	New services in place	Circa £4.3m

ⁱ This work is being progressed through the Transforming Care Programme, which is a transformation partnership across City, County and Bassetlaw

Agenda Item 7

**COMMISSIONING AND PROCUREMENT SUB-COMMITTEE/STRATEGIC
REGENERATION COMMITTEE – 11th MAY 2016**

Subject:	NOTTINGHAM CITY COUNCIL PROCUREMENT PLAN 2016 - 21		
Corporate Director(s)/ Director(s):	Katy Ball, Director of Procurement and Children's Commissioning		
Portfolio Holder(s):	Councillor Alex Norris – Portfolio Holder for Adults, Commissioning and Health Councillor Nick McDonald – Portfolio Holder for Jobs, Growth and Transport		
Report author and contact details:	Jo Pettifor – Category Manager (Strategy and People) Tel: 0115 8765026 Email: jo.pettifor@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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total value of the decision:			
Wards affected:	Date of consultation with Portfolio Holder(s): Councillor Norris – 20 th April 2016 Councillor McDonald – 12 th April 2016		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input checked="" type="checkbox"/>
Schools			<input checked="" type="checkbox"/>
Planning and Housing			<input type="checkbox"/>
Community Services			<input checked="" type="checkbox"/>
Energy, Sustainability and Customer			<input checked="" type="checkbox"/>
Jobs, Growth and Transport			<input checked="" type="checkbox"/>
Adults, Health and Community Sector			<input checked="" type="checkbox"/>
Children, Early Intervention and Early Years			<input checked="" type="checkbox"/>
Leisure and Culture			<input checked="" type="checkbox"/>
Resources and Neighbourhood Regeneration			<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users): This report presents the Nottingham City Council Procurement Plan for 2016 – 2021 which sets out the Council's planned programme of procurement activity for all goods, works and services over this five year period. The Plan is attached at Appendices 1- 3 . The outcomes of procurement activity undertaken during 2016/17 will be reported in the 'Procurement Strategy Implementation Update Report' in June. A key achievement during this year was the investment of £184m into the local economy through contracts awarded to local suppliers; this represents 76% of the total value of contracts awarded in the year.			
Exempt information: State 'None' or complete the following. None			
Recommendation(s):			
1 To note the Nottingham City Council Procurement Plan 2016 – 2021.			
2 To note that the Procurement Plan is indicative of planned procurement activity and timescales, which may be subject to change dependent on the outcomes of the strategic commissioning process, service budgets and priorities and the full consideration of			

1 REASONS FOR RECOMMENDATIONS

- 1.1 The Procurement Plan supports 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 minimises 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 goods and services that are subject to the full application of the European Procurement Directives
- 1.2 The Procurement Plan is a key mechanism in the implementation of the Nottingham City Council Procurement Strategy 2014-17, enabling the planning of procurement activity to deliver the Council's strategic priorities:
- Grow the local economy
 - Drive increased local job opportunities for local people
 - Deliver effective value for money for our citizens
 - Lead as an Early Intervention City
 - Lead as a Green City
- 1.3 The Procurement Plan supports 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 minimises 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 goods and services that are subject to the full application of the European Procurement Directives.
- 1.4 The Procurement Plan provides information for internal and external stakeholders about planned procurement activity and presents a clear, transparent and robust process of procurement planning. It facilitates joint working with partner organisations and collaboration in procurement activity. It allows other service departments (such as Legal Services) to include support for procurement activity in their work plans.
- 1.5 The Procurement Plan supports the Council's commercialisation agenda by enabling potential 'Make or Buy' opportunities to be identified in a timely way in advance of existing contracts being due for renewal. It facilitates the forward planning of 'Make or Buy' considerations by the Make or Buy Panel.
- 1.6 The Procurement Plan informs provider markets about forthcoming opportunities to bid for contracts with the Council; enabling potential suppliers to prepare for these and enabling market development support to be offered.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 A Procurement Plan was first developed to align the planning of procurement and contracting activity for commissioned services with the Strategic Commissioning

Intention (SCI) Review programme. The Plan was first reported to Executive Commissioning Sub Committee at its meeting on 23 May 2012. It has subsequently been updated regularly and routinely reported to Committee.

2.2 A copy of the Procurement Plan 2016 – 2021 is attached at **Appendices 1- 3**. It presents planned and anticipated procurement activity across the Council; showing the expected commencement and completion dates and anticipated key stages for each project. The format of the Plan is based on the three procurement categories established within the Procurement Team through the recent review of the Strategy and Commissioning Directorate. These are:

- ‘People’ - commissioned services for citizens, including: social care and support for vulnerable adults and children, Community, Public Health and education services;
- ‘Places’ – including: major projects, minor works, highways, school capital works, safety and compliance, operator services and temporary structures;
- ‘Products’ – including: transport, energy, waste, environmental services, professional services, ICT, soft facilities management and business support.

2.3 The Procurement Plan is indicative of anticipated procurement activity and may be subject to change, for example based on the outcome of commissioning decisions or due to changes to service budgets and service priorities. The procurement options for each requirement are considered as part of the commissioning process based on a number of factors, including whether the services are required in future, whether remodelling is necessary, consideration of ‘Make or Buy’ options, compliance with the Council’s financial regulations and Public Procurement Regulations, and the overall risks, costs and benefits of tendering. All procurement activity is planned in accordance with the core principles of the Nottingham City Council Procurement Strategy 2014-17:

- Economic, social and environmental well-being;
- Maximising savings;
- Citizen focus;
- Governance, fairness and transparency;
- Partnership and collaboration;
- Innovation and improvement.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

3.1 Do nothing. This would impact on the planning of the Council’s procurement activity across all goods, works and services. 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 procurement activity not being undertaken in a timely way. In relation to commissioned services it would impact on the alignment of procurement activity with the programme of Commissioning Reviews undertaken within the Strategy and Commissioning Directorate. For these reasons, this option was rejected.

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND 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 Appendices 1- 3 is undertaken, separate approvals will be required by the relevant Board or Portfolio Holder decision as appropriate.

This approval will include the appropriate financial implications and recommendations ensuring budget availability and aligning any procurement savings already captured as part of the Medium Term Financial Plan (MTFP) to prevent budgetary double counts.

5 LEGAL AND PROCUREMENT COMMENTS (INCLUDING RISK MANAGEMENT ISSUES, AND INCLUDING LEGAL, CRIME AND DISORDER ACT AND PROCUREMENT 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 these Regulations 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 Council across all categories of goods, works and services. Planned procurement activity includes the re-tendering of existing contracts prior to expiry, alongside anticipated procurement to meet new priorities identified through the strategic commissioning process. The delivery of this programme of activity depends upon the necessary resources being available. The number of tenders actually undertaken will be dependent on the outcomes of the commissioning process for each requirement (including the consideration of procurement options and implications) and will be subject to decision making through the commissioning process.

Legal Observations:

- 5.3 The recommendations in this report raise no significant legal issues. The intention of the Procurement Plan is to ensure compliance with the Public Contracts Regulations 2015 and the Council's duties to obtain best value and value for money.
- 5.4 The report for 2015 commented on the introduction of the (at that time) recently adopted Public Contracts Regulations 2015. Those regulations govern public works, services and supplies. In April 2016 new regulations came into force in the UK which apply to concession contracts for both works and services. For the first time concession contracts over the relevant financial threshold (Euro 5,225,000) will have to be advertised in the OJEU. The Legal Services Team and Procurement Team will need to work together to ensure these new regulations are implemented appropriately in the delivery of new concession projects.
- 5.5 Legal Services will provide support and contribute to the delivery of the Procurement Plan by advising on relevant legislation, legal and commercial risks, and drafting and approving of contract documents.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE (STRATEGIC REGENERATION COMMITTEE REPORTS ONLY)

- 6.1 This decision does not have any implications for strategic assets and property.

7 SOCIAL VALUE CONSIDERATIONS

- 7.1 The Nottingham City Council Procurement Strategy 2014-17 sets out how procurement will drive the Council's key priorities of economic growth, social value and sustainability. It outlines how procurement will contribute to the economic, social and environmental well-being of the City through consultation, supporting the local economy, social benefits and protecting the environment.
- 7.2 For each procurement process, consultation will be undertaken and full consideration will be given to how the goods, works or services procured could improve economic, social and environmental well-being in Nottingham, in accordance with the Public Services (Social Value) Act 2012. Social value considerations will be made throughout the procurement process to ensure opportunities are maximised to improve the wellbeing of the City and its citizens. In relation to commissioned services for vulnerable adults and children, social improvements are expected for those receiving services.
- 7.3 Procurement activity undertaken in accordance with the Procurement Plan will support the implementation of the Council's Business Charter, through the inclusion within eligible contracts of relevant contract specific requirements and targets based on the principles of the Charter. To maximise the economic, social and environmental benefits delivered from each contract, the contract requirements and targets will be developed in each case as appropriate and proportionate to the contract being procured.
- 7.4 A Procurement Project Register is maintained as a mechanism to monitor the outcomes of procurement activity undertaken, in particular progress against the key economic, social and environmental targets within the Procurement Strategy.

8 REGARD TO THE NHS CONSTITUTION

8.1

9 EQUALITY IMPACT ASSESSMENT (EIA)

9.1 Has the equality impact of the proposals in this report been assessed?

No



An EIA is not required because:

This report does not contain proposals for new or changing policies, services or functions, financial decisions or decisions about implementation of policies developed outside the Council

Yes



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

10.1 None

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

11.1 Quality and Commissioning Procurement Plan Report – Executive Board Commissioning Sub-Committee, 23 May 2012.

11.2 Nottingham City Council Procurement Strategy 2014-17

11.3 Procurement Strategy Implementation Update Report – Report to Commissioning and Procurement Sub Committee, 10 June 2015

12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

12.1 Andrew James, Team Leader Contracts and Commercial, Legal Services

12.2 Ceri Walters, Head of Departmental Finance

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COMMISSIONING AND PROCUREMENT SUB-COMMITTEE – 11/05/2016

Subject:	Extra Care Charitable Trust		
Corporate Director(s)/ Director(s):	Alison Michalska, Corporate Director for Children and Adults		
Portfolio Holder(s):	Cllr Alex Norris, Portfolio Holder for Adults and Health		
Report author and contact details:	Claire Labdon-West 0115 8761128 claire.labdon-west@nottinghamcity.gov.uk		
Key Decision	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Subject to call-in	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Reasons: X Expenditure <input type="checkbox"/> Income <input type="checkbox"/> Savings of £1,000,000 or more taking account of the overall impact of the decision			X Revenue <input type="checkbox"/> Capital
Significant impact on communities living or working in two or more wards in the City			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total value of the decision: Estimated spend of £7,153,483 (Note: This value is based on the number and profile of Citizens currently receiving a care service)			
Wards affected:	Date of consultation with Portfolio Holder(s): September 2015		
Relevant Council Plan Key Theme:			
Strategic Regeneration and Development			<input type="checkbox"/>
Schools			<input type="checkbox"/>
Planning and Housing			<input type="checkbox"/>
Community Services			<input type="checkbox"/>
Energy, Sustainability and Customer			<input type="checkbox"/>
Jobs, Growth and Transport			<input type="checkbox"/>
Adults, Health and Community Sector			X
Children, Early Intervention and Early Years			<input type="checkbox"/>
Leisure and Culture			<input type="checkbox"/>
Resources and Neighbourhood Regeneration			<input type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
<p>The current contracting arrangements for Lark Hill Extra Care Village and Seagrave Court have now come to an end and new arrangements are required. The landlord and care provider for both schemes is the Extra Care Charitable Trust (ECCT)</p> <p>Residents of Extra Care Schemes are either tenants or owner occupiers. The aim of this service is to provide high quality housing, support, and care services which enable, support and encourage people to live independently for as long as they wish to and are able to in their own homes. Extra Care helps provide a viable and cost effective alternative to residential care. It also enables people to stay at home longer than they might be able to in the community due to the provision of onsite care that can be varied to take account of changes to circumstances and health either temporary or long term.</p> <p>The delivery model utilised by the ECCT is based on a single landlord and care and support provider model. As the landlord for both schemes, the ECCT are unwilling to allow a different care and support provider to deliver the scheme as their model will no longer be financially viable. The model allows the ECCT to achieve economies of scale and provide a 24 hour support presence as well as facilitate other social opportunities such as volunteering which increases the social value of the service.</p> <p>Tendering the scheme on the open market is therefore not the preferred option and a new contract needs to be negotiated directly with the Provider in order to protect the schemes as</p>			

housing and care options for Nottingham citizens. There is currently a good relationship between Nottingham City Council and the ECCT and a willingness to work together to deliver a good quality and responsive service.

Exempt information:

Two appendices to the report are exempt from publication under paragraph 3 and 5 of Schedule 12A to the Local Government Act 1972. The first is exempt because it contains information relating to the financial or business affairs of organisations involved in delivering services to the council and the second as it contains information assessing the risk of a legal challenge in relation to the decision being taken. Having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Recommendation(s):

- 1** To dispense with Contract Procedure Rule 5.1.2 in accordance with Financial Regulation (3.29) (Operational Issues) to allow for a direct award for the Extra Care Charitable Trust to continue to deliver the care services at Lark Hill and Seagrave Court.
- 2** To agree to a contract length of 3+2+2+2 for Lark Hill.
- 3** To agree to a contract length of 2+1+2+2+2 for Seagrave View to allow for a break after 2 years when it is anticipated that the landlord function for the property will be transferred back to its owner Midland Heart. At this point a decision will be taken about the contracts future. If the contract continues then this will align to the contract for Lark Hill.

1 REASONS FOR RECOMMENDATIONS

- 1.1 Nottingham City Council has a long relationship with the ECCT. Lark Hill Village was built at the agreement of the Council under the understanding that the ECCT would operate the same care model on site as was in operation at Seagrave. There have never been any concerns over the care and support delivered at each scheme and the Council has maintained a good working relationship with the ECCT for over 15 years
- 1.2 There are currently 72 citizens receiving services in these two schemes under the current contracts with the ECCT. If these contracts are not renewed, alternative care provision will need to be made for these citizens. The ECCT is not willing to allow an alternative care provider to deliver onsite as this would destabilise their operational model. As the service users are residents of the schemes, failure to renew the contracts would lead to a complex situation which would include securing their agreement to move home or tenancies. This would be likely to be complicated and potentially distressing for vulnerable citizens, involving loss of social networks and carers with whom they have developed a relationship. Moving their residence may also impact negatively on care needs and is likely to be particularly detrimental where there is dementia.

Moving 72 Citizens with care needs to alternative accommodation would have a resource implication on Adult Social Care. Care packages would need to be reviewed and alternative accommodation options pursued which would be both time consuming and costly.

- 1.3 There are many citizens within these schemes who have high care needs and whose needs are currently being met through a personalised package of care. If a new contract is not put in place, it is highly likely that residential care would be the only alternative option for these Citizens
- 1.4 Work is currently underway with Nottingham City Council's extra care providers and Adult Social Care to ensure that referral rights are maximised and that wherever possible vacancies are targeted towards citizens with a care need. This will then allow citizens to receive the flexible support they need at the earliest opportunity which will help to prevent the escalation of their needs. This early intervention will enable citizens to maintain their independence for as long as possible and help to prevent the need for alternatives such as residential care. Nomination Agreements between NCC and ECCT will form part of the new Service Specification.
- 1.5 The fee banding agreed with the ECCT allows for flexible provision of care, enabling changes in needs, whether temporary or permanent to be addressed swiftly. Analysis has shown that a banded rate is more cost effective for the Council than an hourly rate would be. The contract value is based on current commissioned packages of care which have been agreed through separate Adult Social Care processes. There is no minimum purchase agreement and this contract does not provide a guarantee of business to the ECCT.
- 1.6 The length of contract requested (9 years in total) has enabled Nottingham City Council to negotiate a minimal price increase of just over 2% on existing fees. This is less than the average inflationary uplift given to domiciliary care (4.63%) and Residential Care (3.80%) for 2016/17. The length of contract also reflects the complexity in locating alternative accommodation for service users. Break clauses allow for periodic review at which point the contract can be exited. The contract also allows for termination with 6 months' notice at any point (less if there are delivery issues). 6 months was considered the minimum time necessary to relocate affected citizens. In order to safeguard the interests of the Authority we propose to include break clauses after the initial 3 years and then every two years after that. Nottingham City Council will also have the ability to terminate the contract with 6 months' notice at any point during its lifetime.
- 1.7 Seagrave Court is currently owned by Midland Heart and leased to ECCT. There has been a decision by Midland Heart to withdraw from this arrangement nationally and they plan to take back both the landlord and the care function from ECCT in May 2018. The initial contract period for Seagrave will coincide with this timescale and a decision will be made as to whether to Novate the contract to Midland Heart at this time.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Extra Care provision enables citizens to remain in the community while having their care needs met through a personalised package of support. As the support needs of the citizen increase the care provider are able to react to this and ensure that services are provided in a timely manner, enabling people to remain living in their own homes and adjust the level of care needed as their needs change. This makes extra care provision a cost effective alternative to residential care.

- 2.2 The model of accommodation provided by the ECCT is unique and provides added value through additional services such as a gym, fitness classes, a shop, various day time activities and restaurant. ECCT also operate a Locksmith scheme which assists citizens with cognitive impairments. Medical checks are also offered by ECCT teams and they engage with the citizens GP where required. Citizens are encouraged to be involved with volunteering at the schemes, for example with running the shop. There is also a befriending service to encourage residents to engage in the activities. The facilities are also made available to citizens who reside near the premises who are able to buy passes for the scheme.
- 2.3 Citizens at Seagrave Court rent their accommodation and are tenants of their property and Lark Hill is a mixture of people who rent and people who own their accommodation.
- 2.4 Citizens currently have their care needs assessed by Adult Social Care and are placed within a 'care band' which is not task based but relates to their general care requirements. Within each band is a range of hours, for example level 1 is up to 4 hours of care per week and level 2 is between 4 and 11 hours per week. This gives flexibility and means that the ECCT are able to react to changes in need swiftly and citizens only need to be reassessed where there is a significant change in their needs.
- 2.5 There are currently 46 Citizens in Lark hill in receipt of a care package through NCC and 26 citizens at Seagrave.
- 2.6 The current contract stipulates a maximum number of care packages which can be allocated amongst the residents. These limits are not included in the new service specification. Rather than the total number of packages, the focus will be on maintaining the balance of the village. Removing the limit on the number of packages will allow the flexibility to enable the ECCT to respond to the changing needs of citizens. This is unlikely to lead to a large rise in the total number of care packages due to the focus remaining on the balance of the village. Any new care packages will need to be assessed and approved by ASC and will be subject to usual decision making processes.
- 2.7 Both Lark hill and Seagrave had a Quality Monitoring Visit in April 2015; both were rated green with scores of 87.25% and 90.60% respectively.
- 2.8 The ECCT has put forward a new pricing structure for the banded rates which is included in Appendix 1 which has been exempted as it contains commercially sensitive information. This price increase represents just over a 2% increase from the existing contract. The new rates will be subject to an annual inflationary review in future years.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Do nothing – the current contracts are expiring and new contractual arrangements are needed in order to ensure that the citizens requiring these services continue to receive them.

3.2 Tender the care service at the existing locations– tendering the service is not an option as the ECCT operational model does not allow for the care element to be separated out and as a result they are not willing to allow another care provider to take over the service. Previous experience with Extra Care schemes has shown that separating out the landlord and care function can be problematic. The schemes achieve economies of scale by providing landlord, support and care functions. This allows for the 24hour presence on site and for additional social functions such as encouraging volunteer groups and managing services such as a gym room or community shop. Where the functions are separated out the additionality that the scheme offers is likely to be lost as was the case with Woodvale, or the scheme may become economically unviable as happened with Glenstone Court which ceased providing extra care in 2013. If a new contract with the ECCT is not negotiated directly the schemes would no longer operate as Extra Care and citizens with high care needs may be forced to move to alternative accommodation, most likely residential care

3.3 Move the residents currently in receipt of care into alternative Extra Care accommodation – there is currently not sufficient Extra Care Capacity within Nottingham City to facilitate moving this number of residents to alternative provision. If alternative provision was available within the required timescale there would be a number of complications and risks to services users. Lark Hill and Seagrave offer permanent accommodation on either a rented or ownership basis.

If alternative provision was available this would require a number of vulnerable citizens to leave their homes and move in order to continue to receive a care service. This is likely to necessitate a change in carer and may have a negative impact on care needs particularly where there is a risk of dementia.

As a result of the level of care being provided and the specialist nature of the service being provided by the ECCT it is highly likely that the only viable alternative for many of the Citizens would be residential care. At £509.69 per week this is higher than the most expensive care level of £378.20 per week and so is very likely to lead to an increase in the cost to the Authority.

3.4 Build alternative accommodation provision and tender for a provider – There are proposals currently seeking approval to redevelop an NCH site into Extra Care in the City in order to try to reduce reliance on residential care. In order to make the care contract cost effective, respite care with a focus on re-ablement and potentially end of life care is being included in the contract. Reliance on residential care is unlikely to be reduced if the scheme is repurposed to move residents from Lark Hill and Seagrave.

Developing a new alternative accommodation provision would take several years to develop and would require a significant amount of capital funding from Nottingham City Council.

This approach would also involve moving vulnerable residents into alternative provision, which is also likely to have fewer facilities available than their current accommodation with ECCT.

It is unlikely that this approach would achieve savings for the Authority as the hourly rate charged by the other current Extra Care provider in the City is such that the cost of care packages is unlikely to be cheaper than the ECCT banded rates.

3.5 Consideration was given as to whether it would be beneficial to move to an hourly rate rather than the current bands for care. It was felt that this would present a financial risk in terms of packages of care being more costly if citizens were receiving care at the higher end of the band. There would also be a resource implication for social care practitioners to review all of the current care packages. In addition the current banding system allows for a degree of flexibility within a citizen's day to day care needs that is not possible under an hourly rate.

4 FINANCE COMMENTS (INCLUDING IMPLICATIONS AND VALUE FOR MONEY/VAT)

- 4.1 The value of this decision is estimated using the following assumptions:
- Current number of citizens receiving a service at the two Extra Care Schemes
 - Current level of care requirements
 - The proposed rates for 2016/17 as detailed in the exempt appendix
 - A total contract term of 9 years recognising the break clauses for the two schemes

It should be noted that approval to spend against these contracts is through the Council's scheme of delegation for adults care packages, the value of the decision giving context to the recommendations in this report. The council will only pay for the care needs of citizens it has assessed as being eligible for social care support.

- 4.2 The inflationary increase negotiated and included in the proposed provider rates in the exempt appendix and referred to in paragraph 1.6 will be met from the inflationary allocation for social care included in the Council's Medium Term Financial Plan. Any further increases in fee rates from 2017/18 onwards will be considered alongside other social care services and will be subject to further appropriate approval.
- 4.3 As detailed by the report author, the ECCT care model does not allow an alternative care provider to deliver care and support to citizens within these schemes. For this reason and other considerations detailed in section 3 of this report, recommendation 1 asks for exemption from Section 5.1.2 of the Council's Contract Procedure Rules in accordance with Section 3.29 of the Council's Financial Regulations to allow a direct award for the ECCT to continue to deliver care services at Lark Hill and Seagrave Court. In these circumstances and considering the procurement advice in section 5, this recommendation is reasonable and supported.
- 4.4 Value for Money will be delivered through the provision of services that meets the needs of vulnerable citizens within Nottingham. It is not currently possible to quantify the cost of moving all the citizens to alternative forms of care provision should contracts for these services not be agreed however, as a cost comparison, the average gross cost of care levels 4 and 5 across the two schemes is £315.57 per week and the gross cost of a standard residential care placement is £509.69 per week. For the current number of citizens receiving this level of care, this equates to an annual cost differential of £0.232m, £2.088m over the proposed contract term.

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

Procurement Comments:

- 5.1 The operation of extra care under the models used at Larkhill and Seagrave does not allow for separation out of the care element. The option to tender is therefore not possible without potentially destabilising the service, or residents having to leave their homes in the schemes. However this operating model bring a number of benefits including social benefits for service users and increased value for money due to the additionally that it allows. Procurement and Commissioning Colleagues have been involved in negotiating directly with the Provider to negotiate a price increase that is lower than other social care services through use of a flexible 'care level' banding system. The price therefore appears competitive in relation to the wider market. Dispensation from Contract Procedure Rule 5.1.2 in accordance with Finance Regulation 3.29 (operational reasons) in order to make a direct contract award for each scheme is therefore supported from a procurement perspective.
- 5.2 A long contract is proposed due to the complexity of the service however break clauses have been built in to allow for review and potential termination at periodic points should this be necessary. The contract also allows for termination with 6 months' notice at any point or sooner if significant concerns are identified. The risk to the Council from this length of contract is therefore minimal. It should be noted that contract value needs to be monitored on an ongoing basis as the value given for this service is based on the current number of service users which could change. The model used at the schemes aims to ensure a similar number of service users within each care level to ensure a balanced scheme population, which helps mitigate the risk of significant change to budgets. However it would be expected that care levels will fluctuate within the lifetime of this contract. In addition an annual inflationary rise will be due each year in line with other social care services.

6 STRATEGIC ASSETS & PROPERTY COMMENTS (FOR DECISIONS RELATING TO ALL PROPERTY ASSETS AND ASSOCIATED INFRASTRUCTURE (STRATEGIC REGENERATION COMMITTEE REPORTS ONLY)

6.1 N/A

7 SOCIAL VALUE CONSIDERATIONS

- 7.1 Extra Care provision provides social value through encouraging residents to engage in volunteering activity. Citizens are encouraged to facilitate activities and to engage other residents with these. This helps to reduce social isolation and may carry additional benefits to, for example, mental and physical health.
- 7.2 Extra Care also helps to prevent costs to other services such as health, particularly emergency health services.

7.3 Citizens in the surrounding areas are able to make use of the villages resources.

7.4 Extra Care enables older people to remain independent in their own homes and reduces the need for residential care.

8 REGARD TO THE NHS CONSTITUTION

8.1 N/A

9 EQUALITY IMPACT ASSESSMENT (EIA)

9.1 An EIA is not required. The proposals are to continue an existing service without any alteration to eligibility for the service. The cohort supported by the existing service will not change, and none of the alterations to contracting methods have any impact on any groups with protected characteristics regardless of whether they are eligible for the service or not.

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

10.1 N/A

11 PUBLISHED DOCUMENTS REFERRED TO IN THIS REPORT

11.1 N/A

12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

12.1 N/A

Issue	Date of decision?	Documents to be considered	Who will be consulted and how?	From whom can further information be obtained and representations made?
11th MAY MEETING				
Draft Reports – 15/04/16				
Chairs Briefing – 20/04/16				
Final Reports – 29/04/16 (10am)				
NCC & CCG Joint Commissioning Intentions	May	Report	Portfolio Holder	Clare Gilbert Lead Commissioning Manager Nottingham City Council 0115 8764811 clare.gilbert@nottinghamcity.gov.uk
Extra Care Commissioning Intentions	May	Report	Portfolio Holder	Claire Labdon-West Commissioning Manager Nottingham City Council 0115 8761128 Claire.Labdon-west@nottinghamcity.gov.uk
Procurement Plan Report	May	Report	Portfolio Holder	Jo Pettifor Procurement Team Manager Nottingham City Council 0115 8765026 jo.pettifor@nottinghamcity.gov.uk

Issue	Date of decision?	Documents to be considered	Who will be consulted and how?	From whom can further information be obtained and representations made?
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JULY MEETING				
Healthy Lifestyle and Tobacco PH Commissioning		Report	Portfolio Holder	John Wilcox / Gayle Aughton Strategy and Commissioning Nottingham City Council JW – 0115 8765110 GA – 0115 8762812 John.wilcox@nottinghamcity.gov.uk Gayle.aughton@nottinghamcity.gov.uk
Procurement Strategy Implementation Update		Report	Portfolio Holder	Jo Pettifor Procurement Team Manager Nottingham City Council 0115 8765026 jo.pettifor@nottinghamcity.gov.uk

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