



NOTTINGHAM CITY COUNCIL
COMMISSIONING AND PROCUREMENT SUB-COMMITTEE

Date: Tuesday, 11 July 2017

Time: 10.00 am

Place: LH 0.06 - Loxley House, Station Street, Nottingham, NG2 3NG

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

Corporate Director for Strategy and Resources

Governance Officer: Kate Morris, Governance Officer **Direct Dial:** 01158764353

<u>AGENDA</u>	<u>Pages</u>
1 APOLOGIES	
2 DECLARATIONS OF INTERESTS	
3 MINUTES	3 - 10
4 VOLUNTARY AND COMMUNITY SECTOR UPDATE	Verbal Report
5 NCC AND CCG JOINT COMMISSIONING PRIORITIES 2017/18 Report of the Assistant Chief Executive and the Director of Commissioning and Procurement	11 - 28
6 SECTION 256 COMMISSIONING ARRANGEMENTS - KEY DECISION Report of the Corporate Director for Strategy and Resources and the Director of Commissioning and Procurement	29 - 32
7 CONTRACT FOR THE SUPPLY AND DELIVERY OF STATIONARY AND COMPUTER CONSUMABLES - KEY DECISION Report of the Corporate Director for Commercial and Operations	33 - 36
8 PROCUREMENT OF CARE, SUPPORT AND ENABLEMENT SERVICES, (OUTREACH AND ACCOMMODATION BASED SERVICES) FOR VULNERABLE ADULTS - KEY DECISION Report of Corporate Director Strategy and Director of Procurement &	37 - 42

Children's Commissioning

9 EXCLUSION OF THE PUBLIC

To consider excluding the public from the meeting during consideration of the remaining 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 outweighs the public interest in disclosing the information.

10 PROCUREMENT OF CARE, SUPPORT AND ENABLEMENT SERVICES (OUTREACH AND ACCOMMODATION BASED SERVICES) FOR VULNERABLE ADULTS - KEY DECISION - EXEMPT APPENDIX

43 - 44

Report of Corporate Director Strategy and Director of Procurement & Children's Commissioning

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 LH 0.06 - Loxley House, Station Street, Nottingham, NG2 3NG on 13 June 2017 from 10.01 am - 10.38 am

Membership

Present

Councillor Graham Chapman (Chair)
Councillor Nick McDonald
Councillor Toby Neal
Councillor Dave Trimble

Absent

Councillor Jon Collins
Councillor David Mellen
Councillor Jane Urquhart

Colleagues, partners and others in attendance:

Clare Gilbert	-	Commissioning Lead
Lisa Lopez	-	Commissioning Manager
Kate Morris	-	Governance Officer
Christine Oliver	-	Nottingham Crime and Drugs Partnership
Jo Pettifor	-	Strategic Procurement Manager
Chris Wallbanks	-	Strategic Commissioning Manager

Call-in

Unless stated otherwise, all decisions are subject to call-in and cannot be implemented until 23 June 2017

1 APPOINTMENT OF VICE CHAIR

RESOLVED to appoint Councillor Toby Neal as Vice Chair for the municipal year 2017/18

2 APOLOGIES

Councillor Jon Collins
Councillor David Mellen
Councillor Jane Urquhart

Dave Robinson – Community and Voluntary Sector representative.

3 DECLARATIONS OF INTERESTS

None.

4 MINUTES

The minutes of the meeting held on 15 March 2017 were confirmed as a correct record and signed by the Chair.

5 VOLUNTARY AND COMMUNITY SECTOR UPDATE

Apologies were received from Dave Robinson, Acting Chief Executive of Nottingham CVS, no written report was submitted on this occasion.

6 PROCUREMENT STRATEGY 2014-17 IMPLEMENTATION UPDATE

Jo Pettifor, Category Manager - Strategy and People, presented a report on the Procurement Strategy 2014 -17 implementation update highlighting the following points:

- (a) In it's third year the Strategy has delivered a further £2.7m savings which is approximately 9.5% of the value prior to procurement;
- (b) Local investment continues to be a key achievement with £48.2million contracts being awarded to local suppliers in 2016/17and over £288million injected into the local economy since 2014/15. 364 new jobs and apprenticeships have been created in this time;
- (c) The Strategy gathers information on a project by project basis and works with commissioning colleagues on savings against previous contracts;
- (d) Saving targets are set with finance and commission colleagues and in future will be closely linked with the Medium Term Financial Plan;
- (e) The Director of Commissioning and Procurement is working on reviewing all commissioning and procurement activity in order to set future targets built in to the Strategy in an overt way, linking with the Medium Term Financial Plan.

RESOLVED to:

- (1) note the achievements delivered under the Nottingham City Council Procurement Strategy 2014-17 in its final year (2016/17);**
- (2) note the overall outcomes delivered through procurement during the three years of the Nottingham City Council Procurement Strategy 2014-17;**
- (3) note that a final report on the outcomes delivered under the Procurement Strategy 2014-17 will be presented to the Commissioning and Procurements Sub Committee in 2018.**

Reasons for decision

This report is for noting only.

Other options considered

This report is for noting only and there were no other options to consider.

7 NOTTINGHAM CITY COUNCIL PROCUREMENT PLAN 2017- 22

Jo Pettifor, Category Manager - Strategy and People presented a report on the Nottingham City Council Procurement Plan 2017-22 highlighting the following points:

- (a) The Procurement plan sets out the Council's planned programme of procurement activity over a 5 year period. It is subject to change as contracts are reviewed and sets out anticipated procurement across the Council;
- (b) there are systems in place to establish information for activity that has not been captured by this comprehensive programme and work with finance colleagues to record these details had already started;
- (c) this programme does not take into account internal procurement.

RESOLVED to:

- (1) note the Nottingham City Council Procurement Plan 2017 – 2022**
- (2) note that the Procurement Plan is indicative of planned procurement activity and timescales, which may be subject to change dependant on the outcomes of the strategic commissioning process, service budgets and priorities and the full consideration of procurement options for each requirement;**
- (3) note that the outcomes of procurement activity undertaken in accordance with the Plan during 2017/22 will be reported at the end of the year.**

Reasons for decision

The report is for noting only

Other options considered

The report is for noting only and there were no other options to consider.

8 NCC AND CCG JOINT COMMISSIONING PRIORITIES

This item was withdrawn from the agenda and deferred to the Commissioning and Procurement Sub Committee meeting on 11 July 2017.

9 RE-PROCUREMENT OF HOMECARE - KEY DECISION

This item was withdrawn from the agenda and will be taken as a Leader's Key Decision.

10 INFORMATION, ADVICE AND SUPPORT SERVICES FOR CHILDREN AND YOUNG PEOPLE WITH SEND AND THEIR FAMILIES - KEY DECISION

Lisa Lopez, Commissioning Manager, presented a report on the Information, Advice and Support Services for Children and young people with SEND and their Families highlighting the following points:

- (a) Services providing support for children and young people with SEND and their families are reporting annual increases in demand, a trend that is expected to continue;
- (b) joint commissioning with Nottinghamshire County Council taking the lead allows Nottingham City Council to benefit from joint services and the efficiency and value for money of a single combined service;
- (c) the proposed services aim to deliver further, indirect savings by increasing families self-efficiency and reducing the need for formal assessment where families are considered of a lower level of need;
- (d) these services have previously been heavily reliant on non-recurrent funding such as the SEND funding and funding from NHS Nottingham City Clinical Commissioning Group which is not agreed beyond March 2018, the joint commissioning process has allowed savings of £38,000 to be established and stabilisation of the service;
- (e) contracts for the existing services offering Advice, information and Support all end on 31st March 2018 and all new services must be in place by 1st April 2018.

RESOLVED to:

- (1) approve expenditure of £811,000 over the 5 year contract term for the provision of the Information , Advice and Support Service (IASS) detailed in exempt appendix 3. This will include £121,000 from the SEND reform Grant 2017/18;**
- (2) approve the procurement of the Information, Advice and Support Service detailed in exempt appendix 3, jointly with Nottingham County Council, through an appropriate procurement process, and to award the contracts for the services based on the outcomes of the procurement process. The approved contracts would commence on 1st April 2018, for a three year period with an option to extend on an annual basis for a further two years (i.e. 3+1+1) to a maximum of 5 years in total;**
- (3) delegate authority to the Director of Commissioning and Procurement to approve the outcome of the procurement processes and award contracts to providers that are deemed most suitable to provide these services;**
- (4) delegate authority to the Head of Contracting and Procurement to sign the final contracts and agree annual extensions on the basis of performance and budget availability.**

Reasons for decision

The services discussed in this report are statutory services, in order to fulfil statutory duties towards children and young people with special educational needs and/or disabilities these services must be provided.

The proposed recommissioning and tender process allows for continued development of seamless support to these families across the City and the County including Education and Health and improves access to information for children and young people with SEND where as previously the focus was delivering information to parents/carers.

The proposed new Information and Advice Service will use engagement activities with service users to further develop the service and will encourage a culture of participation and engagement's.

With the increasing numbers of children and young people with SEND expected to continue to rise, improved access to advice services can increase self-efficiency by assisting families with lower levels of need to access suitable services without the need for formal assessment reducing demand on services.

Other options considered

There is the option to recommission the services at full 2017/18 costs and make no change to the services. This option was rejected as not all of the resources for the current provision will be available from April 2018 due to non-recurrent funding streams, There was also dissatisfaction expressed by families following the Whole Life Disability review 2015 around the current pathways available for children and young people;

The option to remodel existing services whilst reducing cost was considered, however, given the lack of capacity in current services, increased demand, enforced funding reductions and obligations of future providers to staff existing services it unlikely that a service model with further reductions would be viable. For this reason this option was not recommended and was rejected.

The last alternative option to be considered was to do nothing, to allow the current contracts to end and not to recommission services. The SEND Code of Practice 2014 requires that these services are provided for children and young people with SEND and their families. If the Information and Advice Service was not commissioned the Council would still be obligated to provide the information though in-house provision which is likely to incur further cost due to TUPE obligations from existing services. There is also the risk that this provision would be considered non-compliant with the requirement for the information and advice services to be impartial. This option was rejected for these reasons.

11 0-5 INTEGRATED SERVICES CONTRACT - KEY DECISION

Chris Wallbanks, Strategic Commissioning Manager presented a report on the 0-5 Integrated Services Contract highlighting the following points:

- (a) The Council has a statutory responsibility to commission a range of public health services that protect and improve the health of the citizens and in 2015 the commissioning responsibilities for the 0-5 children's public health services transferred to the local authority. Since this time the Council has been working towards integrating these services with existing children's delivery teams, removing boundaries and working holistically in order to help children get the best start in life;
- (b) Integration will improve the experience for children and for families offering services from pregnancy through to age 5 and will be influenced by practitioners and the needs of the families. It will also provide an opportunity to reduce duplication, increase flexibility and enable resources to be used more effectively;
- (c) a strategic commissioning review took place of all existing universal and preventative services jointly with the Nottingham CCG who commission the midwifery service. It is now possible to consider how collective services could be more closely aligned. It has also provided a clear context for integration and provided an opportunity to design new pathways of support based on best practice.
- (d) Savings of 10% over three years have been identified through integration.

RESOLVED to:

- (1) Approve the integration of the existing public health contracts listed in the exempt appendix 1 and procure an organisation to deliver the integrated specification working in partnership with our internal Early Health Service with a view to potentially formalising the integrations through a contractual joint venture agreement. The details of this agreement, including any services in scope will be brought to committee to approve at a later date, following the appointment of the provider organisation;**
- (2) Approve the budget to support the contractual value set out in exempt appendix 1. If the contractual values are over and above current indicative values a separate report will be presented for approval;**
- (3) Delegate authority to the Director of Public Health in consultation with the Portfolio Holder for Adults and Health and Portfolio Holder for Early years to approve the outcome of the tender process and award the contract for 5 years, plus 2 years potential extension , plus a further 2 years potential 2 years extension (5+2+2).**

Reasons for decision

Working to establish this integration of services will allow the existing provider to develop an innovative and flexible approach to delivering existing services, without historical boundaries or service divisions and be more responsive to the needs of children and their families.

The proposed integration of six public health contracts and their current value will reduce by a further 10% over the next three years, delivered through amalgamation and a competitive tendering process.

Local and national feedback has shown that families become frustrated having to give the same information to separate services and giving families numerous points of contact this leads to reduced the likelihood of effective engagement and duplication of work/information recording. Integration would ensure that all practitioners are working towards the same goals for families. This could not be realised through procuring separate services.

There will be increased opportunities for data sharing and planning around the family and the flexible approach allows resources to be used more effectively.

Long term benefits are expected of formal integration arrangement, these include:

- A single line managing structure to release capacity and resources
- Use of one data collection system to facilitate data sharing and planning across different teams.
- Pooling budgets to enable a more flexible approach
- Sharing premises to promote co-location and potentially reducing costs
- Undertaking skill-mix approach across the workforce to enable a more streamlined service with less duplication for families. This would mean one health worker working with a family from birth to aged 19 rather than transitions to different workers throughout that period.

Other options considered

Existing contracts are due to expire in March 2018 which would leave the Council in a position where it could not provide the statutory services it is require to leaving it open to challenge, and as such the option of doing nothing was rejected.

The 6 individual contracts could be re-procured independently, although this was rejected as it would maintain divisions between services which complicate the lives of families and their children. National feedback, supported by local feedback, showed that families became frustrated having to give the same information to a number of different services. For this reason this option was rejected.

Another alternative option considered was to insource the children's public health services. Due to potential risks relating to recruitment of staff and transfer of existing health staff to NCC terms and conditions this option was rejected. It would risk making recruitment to vacancies extremely problematic, and would risk unfair pay claims from staff.

Outsourcing the Early Help Teams was another alternative considered. There are a number of benefits to this option, but they are outweighed by the key risks relating to protecting existing staff. Stakeholders agreed that this option may be considered in the future if a trial period of integration proves to be effective and if contractual agreement protecting staff can be put into place. However at present this option has been rejected.

12 DATES OF FUTURE MEETINGS

RESOLVED to meet on the following Tuesdays at 10am:

11 July 2017	9 January 2018
12 September 2017	13 February 2018
10 October 2017	13 March 2018
14 November 2017	10 April 2018
12 December 2017	

13 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 the basis that, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information as defined in paragraphs 3 of part 1, Schedule 12A of the Act.

14 RE-PROCUREMENT OF HOMECARE - KEY DECISION - EXEMPT APPENDIX

This item was withdrawn from the agenda and will be taken as a Leader's Key Decision.

15 INFORMATION, ADVICE AND SUPPORT SERVICES FOR CHILDREN AND YOUNG PEOPLE WITH SEND AND THEIR FAMILIES - KEY DECISION - EXEMPT APPENDIX

RESOLVED to note the content of the exempt appendix to the report on Information, Advice and Support Services for Children and young people with SEND and their families.

16 0-5 INTEGRATION SERVICES CONTRACT - KEY DECISION - EXEMPT APPENDIX

RESOLVED to note the content of the exempt appendix to the report on 0-5 Integration Services Contract.

Agenda Item 5

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE
11/07/17

Subject:	NCC and CCG Joint Commissioning Priorities 2017-18		
Corporate Director(s)/ Director(s):	Candida Brudenell: Assistant Chief Executive Katy Ball: Director of Commissioning and Procurement		
Portfolio Holder(s):	Councillor Graham Chapman, Portfolio Holder for Resources, Commissioning and Procurement.		
Report author and contact details:	Chris Wallbanks, Strategic Commissioning Manager. Chris.Wallbanks@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 type="checkbox"/> No
Total value of the decision: N/A			
Wards affected: N/A	Date of consultation with Portfolio Holder(s): Councillor Alex Norris, Portfolio Holder for Adults and Health - 21/03/2017		
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 2017-2018 which will form the basis of the work programme for both organisations and will inform the prioritisation of resources.			
The commissioning priorities will provide an important catalyst for:			
<ul style="list-style-type: none"> • Improving outcomes and choice for adults, families and children • Reducing cost where appropriate • Improving service provision and • Increasing the focus on prevention and early intervention 			
Exempt information:			
None			
Recommendation(s):			
1. To approve the main areas of activity identified within the NCC Commissioning Priorities Plan (Enclosure 1) and the NCC and CCG Joint Commissioning Plan (Enclosure 2)			

1 REASONS FOR RECOMMENDATIONS

- 1.1 Agreement of the commissioning priorities for 2017/18 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 the commissioning priorities for 2017/18. These were based on consideration of citizen outcomes, policy and legislative requirements, contractual issues, budgetary issues, time since last review, partnership priorities and deliverability. The plans 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 relating to improving physical health outcomes has been listed under the outcome 'People in Nottingham adopt and maintain Healthy Lifestyles'. Activity relating 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 relating to empowering people to live healthy lives or activity relating 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 relating 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 plans identify activity undertaken by NCC Commissioners only (Enclosure 1) and activity that is being undertaken jointly by NCC and CCG Commissioners (Enclosure 2)
- 2.6 In addition to the activity identified in the plans, it is recognised that all partners will have additional priorities and 'business as usual' that will also require resource allocation.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Other options for commissioning priorities may have been considered as part of early discussions with partners. Where these have been rejected it would be 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 at this stage.

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: does not relate to any new service provision.

Attached as Appendix x, and due regard will be given to any implications identified in it.

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 Public Services (Social Value) Act 2012

12 OTHER COLLEAGUES WHO HAVE PROVIDED INPUT

12.1 Christine Oliver: Head of Commissioning, Nottingham City Council

Tel: 0115 8765731

Jo Williams: Assistant Director of Health and Care Integration, Nottingham City Clinical Commissioning Group

joanne.williams@nottinghamcity.nhs.uk

NCC Commissioning Intentions 2017/18 v2

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
Drug and Alcohol Inpatient Review	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	Timescales to be confirmed. All of the following to be completed by end of 17/18 <ul style="list-style-type: none"> • Approval to extend contracts to 31.3.18 • Partnership discussions on-going regarding RADAR. Consultation, market development and assessment against other areas to be undertaken in Q1 17/18 • 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</i>, procurement plan developed and market development undertaken 	IB	KB CO	Review completed. Commissioning intentions determined. Plan for any procurement in place (any procurement to begin Q1 17/18). Current providers notified.	PH PCC CCG
All activity in joint plan						
Care, Support and Enablement (CSE)	CSE provides supported living for citizens in their own tenancies as well as outreach support to	<ul style="list-style-type: none"> • Analysis April 17 • Plan May-June • ITT September • Award contract December 	CG	HJ	New CSE model in place	Adult Social Care

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
	enable participation within the community. There is a strong policy drive for citizens to be placed in 'settled tenancies' rather than residential care.	<ul style="list-style-type: none"> New Service in place February 18 				
Social Inclusion/ Homelessness	Review of current contracts providing supported housing projects and related Independent Living Support Services for citizens at risk of social exclusion	<ul style="list-style-type: none"> Initiation Jan/Feb 17 Analysis Feb-April 17 Plan April-May 17 Recommendations to CPSC in June/July New arrangements from Q4 17/17 or Q1 18/19 	BL	KB CO	New services in place	
Domestic and Sexual Violence Review In scope: Domestic Violence Refuges. Stronger Families & Rise Children's Workers Implementation of domestic & sexual violence contracts	New services for Domestic Violence, Sexual Violence and prevention tendered and awarded and new services commenced April 2016. These contracts plus all other dsv services have an end date of March 2019. JCG to discuss forward plan for this in their March 17 meeting	Review to begin in January 2018 and a timeline to be agreed	IB	CM TS		
Criminal Justice Treatment Service Review	Contract due to end April 2018. Lease on current Adult Offender Building December	<ul style="list-style-type: none"> Review to begin January 2017 	IB	KB CO		

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
	2017. The review will focus on how the service has been impacted by changes in the criminal justice system such as the split in the probation service and the re-alignment of IOM					

Key- Initials:

Nottingham City Council

- KB – Katy Ball
- HJ – Helen Jones
- CM – Colin Monckton
- CG – Clare Gilbert
- TS – Tim Spink
- IB – Ian Bentley
- BL – Bobby Lowen
- CO – Christine Oliver

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NCC and CCG Joint Commissioning Intentions 2017/18 v5

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
Healthy Lifestyles	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 services begin in April 17 	JW LP GM(CCG)	RS	Effective implementation of services demonstrated through monitoring	PH
2a.Integrated Mental Health Accommodation Pathways Opportunity to consider whole system support from inpatient mental health services through to community based accommodation and support.	Overall performance of MH provision is not well understood. Commissioning activity to date has not looked across areas of provision or produced joined-up plans. This is an 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 at the end of 16/17.	Subject to initial scoping and further development of model. <ul style="list-style-type: none"> Scope – July 2016 Contracts to be extended to March 18 Initial findings of analysis Feb 17 Risk plan in place Feb 17 Phase 2 <ul style="list-style-type: none"> Analysis completed April 17 CEG and HWB sign off June 17 Tender process commences Oct 17 	RG RJ(CCG)	JW	Cross system plan for provision of MH services aligned to priorities in the Wellness in Mind Strategy. Further outcomes (i.e. design of services and award of contracts) subject to plan.	HRS budget Adult Social Care Budget NHS CCG Client Contributions
2b.Future in Mind Transformation	Future in Mind is Government Guidance on promoting, protecting	<ul style="list-style-type: none"> Strengthen the 	CAW SQ	KB HD	Delivered Yr 2 objectives.	National funding received by CCG

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
<p>Plan (including CAMHS work)</p> <p>Promoting resilience, prevention and early intervention Improving access to effective support Care for the most vulnerable children Accountability and transparency Developing the workforce</p> <p>Development of a Section 75 Agreement between NCC and CCG to formalise the joint funding arrangements</p>	<p>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.</p>	<p>perinatal mental health pathway across Nottinghamshire and Nottingham City March 18</p> <ul style="list-style-type: none"> • Transition of young people requiring ongoing mental health support upon reaching adulthood 17/18 • Further embed a system without tiers, including the development and implementation of care bundles by March 2017 • Further strengthen access arrangements for children 	<p>LP CR(CCG)</p>	<p>LA(CCG)</p>		<p>Section 75= NCC and CCG</p>

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
		<p>and young people in need of emotional and mental health support by March 18</p> <ul style="list-style-type: none"> • Scope out commissioning arrangements for LAC CAMHS by March 18 • Deliver improvements to the pathway for children and young people with potential ASD or ADHD by July 2017. • Promote whole school approaches to MHWB by embedding and evaluating the Healthy Schools Health Improvement Model March 18 				

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
		<ul style="list-style-type: none"> • Increase capacity in the system to support more CYP by March 18 • Develop a website for CYP by June 17 • S75 in place for April 17 				
3a. Greater Notts Self-Care STP Work stream (Preventative Services)	<p>Self-care is a key work strand within the STP. Helen Jones is the lead for Greater Notts</p> <p>Self-care/edge of care services have been recognised as a key mechanism for effectively managing demand</p> <p>ASC are re-shaping provision to Care Delivery Group aligned community based care</p> <p>The Ayling Report identified the need for an increased level of community support to prevent people requiring care</p> <p>Aligns the Looking After Each Other (LAEO) work into a commissioning review</p>	<ul style="list-style-type: none"> • Scoping current services March – May 17 • Establishing City/County Project Group • Determining Scope of review • Evaluating Vulnerable people's preventative Service 	CG JW(CCG)	HJ	Common evaluation methodology for 'edge of care' services Development of STP self-care PID	Adult Social Care

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
3b. Home and Nursing Care Provision including Pricing Structures	Procurement are undertaking a review of Fair Price for Care to look at standard packages for the frail elderly and at high cost packages of care. Value of residential provision is approximately £37 million Last year Helen J asked commissioning to undertake a review of the impact of top-ups that was scoped but not undertaken Nottingham has been identified as using residential services at a higher rate than other authorities and this has impacted on BCF Metrics Two reviews have been undertaken reflecting on the use of residential care; the Ayling Report and the Residential Review The CCG are reviewing their offer to nursing homes and are looking at this becoming a 'pillar' within the Multi-speciality Community Provider Process	<ul style="list-style-type: none"> • Tender for consultant to undertake Fair Price for Care Review April 17 • Report completed Sept 17 • Recommendations on older people's provision November 17 • Recommendations on higher packages of care - TBC 	CG		New pricing structure for care homes New health offer for care homes	Adult Social Care
3c. Information, Advice and Support Services (including Keyworker Service, SEND Engagement and links with the LiON Directory)	Statutory function in line with SEND reforms Maximise the potential of commissioned services; Ask Us, Ask Iris, Keyworker Service, SEND Engagement, Dispute Resolution Service Joint work with County Council and Health. Ensure support for the Education and	<ul style="list-style-type: none"> • PID – Dec 2016 • Analysis Plan – Jan 2017 • Report to CEG – direction of travel – March 2017 	CG CR(CCG)	JW	New service/s in place, ready to commence	Education

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
	<p>Health Care Plan process is sustainable (Key Workers funding is non-recurrent) Remove confusion and duplication between current range of support (commissioned and otherwise) Drive whole system use of LiON Directory Current contracts/SLAs end 31st March 2018</p>	<ul style="list-style-type: none"> • Options Generation April 2017 • Analysis complete April 2017 • Model developed May 2017 • Spec/s developed June/July 2017 • Procurement Aug-Dec. 2017 • New service/s in place from April 2018 				
<p>3d. Joint Health and Social Care-Development of a Savings Plan (QIPP)</p> <p>Work with the CCG to develop a joint savings plan</p>	<p>Supports integrated care. More effective and efficient cross agency commissioning</p>	TBC	CG TBC (CCG)	HJ CW MP JW LB (CCG)		Adult Social Care and BCF

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
3e. Integrated Commissioning of Health and Social Care Adult Provision -Better Care Fund (BCF)	The BCF supports integrated provision between Health and Social Care	<ul style="list-style-type: none"> To determine the services that sit within the BCF April 17 To develop the BCF narrative to align more closely with the STP – April 17 To oversee and monitor the BCF throughout the year To use the metrics to inform and promote change 	CG IS(CCG)	HJ CM DS MP JW LB (CCG)	BCF Plan will be in place	Better Care Fund
3f. Child Development Review Phase 1 (Integrated 0-5 Children's Services) In scope: Health Visitors, Family Nurse Partnership, 5-19 Public Health Nurses Breast Feeding Peer Supporters, Children's Nutrition	Maximise the potential of commissioned services; Health Visitors, FNP, Breast Feeding Peer Supporters, Children's Nutrition Team and internal Early Help Service to work in an integrated way with a shared outcomes framework and indicator set.	<ul style="list-style-type: none"> Service model finalised by April 17 Draft tender spec by May17 Tender for a delivery partner to work with internal services begins in May 2017 (Subject to 	CAW CR(CCG)	CB KB HB SS LA (CCG)	Integrated 0-5s Service in place	Public Health

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
<p>Team, Early Help Team,</p> <p>Review all services and identify duplication and gaps in provision Consider evidence-based approaches and where these can be used instead of non-evidence based activity Develop a new pathway of services Develop a shared outcomes framework Consider and procure an effective integrated model</p>		<p>change depending on model agreed)</p> <ul style="list-style-type: none"> • New integrated model implemented April 2018 				
<p>3g. Home Care</p> <p>Review of Homecare system including Framework provision and role of internal provision. Consideration of Standard Homecare and re-design of Urgent Homecare. Aim to align with Notts County</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"> • Proposed model to go to be signed of May 31st • Report to CPSC July • ITT to be issued August • New contracts to be issued Nov 17 • New services to 	<p>CG CK JW(CCG)</p>	<p>CM HJ</p>	<p>Model agreed and service contracted</p>	<p>Adult Social Care</p>

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
provision where practical and incorporate health related homecare		be in place April 18				
<p>3h. 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 initiatives.</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 Harness new technologies.</p>	<p>Integrated Service established by October 2016</p> <ul style="list-style-type: none"> • Commercial service established by April 2017 • Clinical hub operational by October 2016 • Ongoing 	DM	CM JW	New services in place	BCF

Key- Initials:**Nottingham City Council**

CB – Candida Brudenell
KB – Katy Ball
HJ – Helen Jones
HB – Helen

Nottingham City Clinical Commissioning Group

DM – Dawn Smith
SS – Sally Seeley
LA – Lucy Anderson
JG – Jane Godden
MP – Maria Principe

Commissioning Activity and Scope	Rationale	Key Milestones	Lead/s	Director /Sponsor	Year End Outcome – where will we be?	Funding Source/s
Blackman CM – Colin Monckton HD – Helene Denness CG – Clare Gilbert RG – Rasool Gore SQ – Sarah Quilty DM – Dave Miles CAW – Chris Wallbanks CW – Ceri Walters RS – Rachel Sokal	JW – Jo Williams CR – Charlotte Reading RJ – Rachel Jenkins LP – Lucy Peel CK – Claire Kent GM – Gemma Markham					

Agenda Item 6

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE – 11/07/2017

Subject:	Section 256 Commissioning Arrangements		
Corporate Director(s)/ Director(s):	Candida Brudenell, Corporate Director for Strategy and Resources Katy Ball, Director of Commissioning and Procurement		
Portfolio Holder(s):	Councillor Nick McDonald – Portfolio Holder for Adults and Health		
Report author and contact details:	Kaj Ghattaora, Market Strategy and Development Manager, kaj.ghattaora@nottinghamcity.gov.uk 0115 8765748		
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:	<input checked="" 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 checked="" 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: £1,861,750			
Wards affected: All		Date of consultation with Portfolio Holder(s): 16 June 2017	
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			<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 seeks approval to make payments from money transferred to Nottingham City Council from Nottingham City Clinical Commissioning Group (CCG) under a Section 256 agreement to support joint commissioning activities.			
Exempt information: None.			
Recommendation(s):			
1. To delegate authority to the Director of Procurement and Commissioning to approve the spend of monies transferred to Nottingham City Council from Nottingham City CCG to commission a range of co-commissioned activities (as listed in Appendix 1) and award appropriate contracts.			

1 REASONS FOR RECOMMENDATIONS

- 1.1 To ensure resources can be allocated effectively to support a range of shared initiatives which improve the health and wellbeing of Nottingham citizens, and also ensure that Nottingham City Council is abiding by the authority's financial regulations.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 Section 256 of the NHS Act 2006 allows the transfer of NHS funds to local authorities for most health, social service and housing related functions. These transferred powers are intended to enable health and local authority partners to work together more effectively.

- 2.2 Nottingham City CCG have used these powers to transfer funds to Nottingham City Council to ensure that they can be used to support a range of jointly commissioned initiatives aimed at improving the health outcomes for Nottingham citizens.
- 2.3 Nottingham City Council and Nottingham City CCG have a number of shared priorities, as set out in Appendix 1.
- 2.4 It is intended that all funds currently held under this Section 256 agreement will be used to support aligned commissioning activity which addresses these shared aims. All expenditure will be directed to initiatives that:
- improve lives and outcomes for Nottingham citizens;
 - improve service provision;
 - focus on key objectives outlined in Nottingham City Council's Nottingham 2020 Plan.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Not working in partnership with Nottingham City CCG and not receiving the Section 256 monies was rejected as it could lead to a range of services having to be decommissioned which would adversely impact citizens of Nottingham City.

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

- 4.1 The recommendation in this report has a related value of £1,861,750. This is the amount received from the CCG in respect of the section 256 agreements listed in the appendix. The initiatives are over and above services provided by the City Council and so there will be no impact on the medium term financial plan.
Ian Greatorex, 14 June 17

5 LEGAL AND PROCUREMENT COLLEAGUE 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. The Council has entered into agreements with the CCG pursuant to s.256 National Health Service Act 2006 under which the CCG makes payment to the Council. The Council must use the payment received only for the purposes stated in the agreement or else must repay the money to the CCG. The Council must comply with its contract procedure rules and the Public Contracts Regulations 2015 when commissioning any services supported by the s.256 payment.
Andrew James, Team Leader (Contracts and Commercial), 27 June 17.

6 STRATEGIC ASSETS & PROPERTY COLLEAGUE 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 N/A

8 REGARD TO THE NHS CONSTITUTION

8.1 N/A

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 it is not applicable to the decision.

**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.

Appendix 1 - Section 256 Agreements Breakdowns

Description of S256 Agreement	Amount	Profiled Expenditure
Future in Mind CAMHS – Phase 1	£152,134	Pilot emotional resilience programme in schools, CBT Specialist, CAMHS Clinical System Development, and other CAMHS Transformation schemes as agreed by the CAMHS Partnership
Future in Mind CAMHS – Phase 2	£93,000	CAMHS Partnership to agree schemes/projects for Phase 2.
Liaison Psychiatry	£53,284	A range of mental health schemes including increased capacity for mental health assessments and pathway nurses.
Care Homes Vanguard	£608,956	Support for programme management, project support and programme of work for the Care Homes Vanguard work stream
Care Homes Vanguard	£431,840	A range of tele-health schemes to improve residential and nursing provision in the City in line with the Vanguard project.
Urgent and Emergency Vanguard	£447,536	Funding to support the redesign urgent and emergency care services for people of all ages with physical and mental health needs across Greater Nottingham
Maternal Health Smoking Cessation	£75,000	Range of projects to support maternal health smoking cessation
Total Income in S256 agreements	£1,861,750	

Agenda Item 7

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE - 11 July 2017

Subject:	Contract for the supply and delivery of stationery and computer consumables		
Corporate Director(s)/ Director(s):	Andy Vaughan, Corporate Director for Commercial and Operations		
Portfolio Holder(s):	Councillor Graham Chapman, Portfolio Holder for Resources and Neighbourhood Regeneration		
Report author and contact details:	Emilie Peace, Support Services Manager Emilie.peace@nottinghamcity.gov.uk Tel: 0115 8763084		
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:	<input checked="" 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 checked="" 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: £1,200,000.00			
Wards affected: All wards		Date of consultation with Portfolio Holder(s): 21 June 2017	
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			<input type="checkbox"/>
Children, Early Intervention and Early Years			<input type="checkbox"/>
Leisure and Culture			<input type="checkbox"/>
Resources and Neighbourhood Regeneration			<input checked="" type="checkbox"/>
Summary of issues (including benefits to citizens/service users):			
This report requests authority to retender the current contract for stationery and computer consumables. It further requests to delegate the award of new contracts to Corporate Director of Commercial and Operations to the most economically advantageous tender received. The contract will be managed centrally in order to reduce our overall costs. The contract will be for a period of four years.			
Exempt information:			
None			
Recommendation(s):			
1 To approve the decision to undertake the procurement for a new 4 year contract for the supply of stationery and computer consumables.			
2 To delegate authority to the Corporate Director for Commercial and Operations to award the contract.			

1 REASONS FOR RECOMMENDATIONS

- 1.1 The current contract has expired and in order to comply with the City Councils contract procedure rules and EU procurement legislation it is necessary to go out to market for these goods.

2 BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)

- 2.1 The contract for stationery has expired. As such it is necessary that a new contract for supply is secured. In order to comply with Financial regulations a tender process will be initiated in order to achieve best value for money .

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS

- 3.1 Do nothing – This option was rejected as the Council continues to require stationery and computer consumables in order to maintain day to day business.

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

- 4.1 The Council would need to ensure that value for money is a primary focus and that we obtain the right quality of product at the right price.
- 4.2 The Council should look to negotiate a contract that covers a favourable term. ie: one that is long enough to allow us the best prices but short enough that we might be able to come away from it to take advantage of more favourable terms with another supplier.
- 4.3 The Council should accept nothing less than a 30 day credit term (as standard) to facilitate cash flows within the organisation.
- 4.4 The Council should ensure that the supplier is reliable in terms of adhering to their expected 'lead times'. to avoid finding themselves having to purchase outside of contract, on an emergency basis, at additional costs.
- 4.5 The Council should be mindful at the lifetime cost of all consumables bought to ensure there are not additional end of life costs. I.e. Empty ink cartridges should be returned to the supplier free of charge. (As an alternative, the Council could also look to generating income by selling empty cartridges to organisations that refill them.)
- 4.6 There are no VAT implications.

Meagan Milic
Commercial Business Partner
meagan.milic@nottinghamcity.gov.uk
07/06/2017

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

- 5.1 The Procurement Team will assist with the tendering exercise to ensure that a fully compliant value for money contract is entered into.

5.2 This report raises no significant legal issues.

Andrew James
Team Leader Contracts and Commercial
Legal Services
Andrew.James@nottinghamcity.gov.uk

6 STRATEGIC ASSETS & PROPERTY COLLEAGUE 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 The Nottingham Business Charter questionnaire will be included in the tender pack and evaluated accordingly seeking market proposals for local jobs and local spends.

8 REGARD TO THE NHS CONSTITUTION

8.1 N/A

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 proposal does not seek to implement a change in service or to introduce a new service, it is to establish a supply of goods contract.

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

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Agenda Item 8

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE 11/7/2017

Subject:	Contract Extension for Care Support and Enablement services contract		
Corporate Director(s)/ Director(s):	Candida Brudenell Corporate Director Strategy Katy Ball Director of Procurement & Childrens Commissioning		
Portfolio Holder(s):	Councillor Graham Chapman Portfolio Holder for Resources and Neighbourhood Regeneration Councillor Nick McDonald Portfolio Holder for Adults and Health		
Report author and contact details:	Sharon Bramwell, Lead Commissioning Manager (Complex Needs) Tel: 0115 8763490 Email: Sharon.bramwell@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:	<input checked="" 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 checked="" 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): Councillor Graham 21.6.2017 Councillor Nick McDonald 04.07.2017		
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	<input checked="" type="checkbox"/>		
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 purpose of this report is to seek approval to dispense with Contract procedure Rule 5.1.2 in accordance with Financial Regulations (3.29) Operational issues to allow for a 6 month extension of the Care Support and Enablement (CSE) framework agreement from the 1st October 2017 to 31st March 2018 and the Fairhaven contract from 1st October 2017 to 31st March 2018, which deliverers community Outreach and Accommodation based services (single and shared services) for vulnerable adults aged 18 years+ and over.</p> <p>The total estimated cost of the extension period is £4.190m, which has been determined on current levels of social care provision.</p>			
Exempt information:			
<p>An appendix to the report is exempt from publication under paragraph 5 of Schedule 12A to the Local Government Act 1972 because it contains confidential information which is subject to legal professional privilege and, having regard to all the circumstances, the public interest in maintaining the exemption outweighs the public interest in disclosing the information. It is not in the public interest to disclose this information because to disclose confidential legal advice could prejudice the ability of the decision maker to consider the decision and associated advice in its entirety.</p>			

Recommendation(s):

- 1** To approve the dispensation of Contract procedure Rule 5.1.2 in accordance with Financial Regulations(3.29) Operational issues to allow for a 6 month extension of the Care Support and Enablement framework and the Fairhaven contract, from 1st October 2017, until 31st March 2018.

1 REASONS FOR RECOMMENDATIONS

- 1.1 The current Framework of providers for Care Support and Enablement, which consists of 34 providers was established in 1st October 2013 and is due to end 31st September 2017. The Fairhaven provision that offers low level Accommodation Based support intended to be incorporated into the commissioning of care support and enablement is also due to end 31st September 2017. However the current review of the service model, which has incorporated quality and price of provision, the call-off process and feedback from engagement with providers, operations teams and citizens, has highlighted a range of issues that require further time to develop.
- 1.2 The extension of the existing framework will allow the Council to continue temporarily to call off under the framework for individual service contracts.
- 1.3 The issues that require further exploration include:
- Understanding the future needs of vulnerable adults and how to meet them in line with policy directives is crucial.
 - The Care Act 2014 provides citizens the right to request an assessment if they believe they need care and support to complete activities in your day-to-day life. Also there are a number of other policy directives including the Five Year Forward View for Mental Health, (2016) and Transforming Care for people with learning disabilities (2015), which have resulted in the requirement for a shift in thinking about where people with complex needs and challenging behaviour live. This had led to the requirement to commission robust community placements/services, with the right environmental concerns considered for each individual as opposed to the historical solution of a hospital setting.
- 1.4 Since the implementation of the framework, the biggest area of growth has been for citizens with mental health problems both for accommodation and outreach support. Currently, although the service is intended to provide enablement, packages very rarely decrease and support packages are on-going, potentially for the lifetime of the citizen.
- 1.5 Although there is a Framework consisting of 34 providers, the review has identified an increase in the number of packages that are being purchased from providers who are not on the current framework. These Spot contracts tend to be higher cost packages.
- 1.6 The current pricing model has a variation of rates ranging from £13.49 - £21.50 per hour for individual services; which includes the rate for a Standard service and an Enhanced service. The extension provides the opportunity to look at suitable options for the future commissioning of CSE, bearing in mind the risk to current providers.

- 1.7 Further financial pressures have also been caused by the increase to the National Minimum Wage as well as case law in relation to the provision of sleep-ins, the impact of which needs to be considered further by the Council in re-modelling the service.
- 1.8 The issues raised require further significant exploration and engagement with operational teams, providers, citizens and business stakeholders, and the ability to consider best practice models from other local authorities and clinical commissioning groups to determine solutions that will result in better care and value.
- 1.9 This is proposed to be a temporary extension whilst the various issues surrounding this service are considered and the most appropriate model going forward to be developed. A compliant tender process will then be followed and a new contract/framework established to commence in March 2018.

2 **BACKGROUND (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 The framework Agreement for Care Support and Enablement provides the specialist flexible community Outreach and Accommodation based support required by vulnerable adults with a range of needs, including complex health and social care needs, multiple disabilities, mental health needs and challenging behaviour, who are eligible for social care funded services to live in their own tenanted “Supported Living” accommodation.
- 2.2 Placements with the framework are made by the operational teams based on the needs and choices of the individual.
- 2.3 Consultations undertaken as part of the Learning Disability services review 2014/15, on-going work in relation to Transforming care and specific consultation to the review of this service identified a number of issues voiced by providers and operations teams:
 - **Providers**
 - The 6 month extension of the current contract poses a risk in less providers may be willing to offer packages on the current terms and conditions.
 - **Operations Teams**
 - One of the aims of Supported Living is to enable individuals to have a secure tenancy and to live in the community; however people who live in shared accommodation who display challenging behaviour are frequently being served notice. Best practice states they should remain in their home and the provider should be changed; however due to the way accommodation based schemes are commissioned and the lack of robust community placements available, citizens are having to be placed in residential settings, which restricts their opportunity for choice and control.
 - There are not enough skilled providers on the framework who are capable of delivering services for people with complex needs and/or behaviours that challenge services. Practitioners therefore have to look wider afield hence the increase in SPOT contracts.
 - **Contract/Procurement**
 - Due to the needs of citizens not being able to be met by the framework, there is the potential for Spot contracts to continue to increase, which is an issue the Council is seeking to combat.

3 OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATION

- 3.1 Undertake a procurement exercise at the end of the existing contract term. There is insufficient time to undertake a new procurement in these timescales, the new CSE model is still being developed and further time is required to address the financial, policy directives and social issues that have been raised, in order to achieve better care for improved value.
- 3.2 Do Nothing. – Continuity of the existing contracts is required to ensure continued service delivery to citizens, so letting the contract expire would not be a viable option.

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

- 4.1 The value of this decision represents the estimated value of work under the framework contract over the extension period. This value is based on current activity levels and prices and costs will change during the life of the extension to reflect actual service delivery. It should be noted that the extension of the framework arrangements will carry no guarantee of work and approval to spend against the contract is covered within the council's scheme of delegation for adults care packages.
- 4.2 The report references the operational and financial pressures within adult social care through demand and price factors and management should ensure the financial envelope of services commissioned is within the funding available in the Council's Medium Term Financial Plan.
- 4.3 The recommendation within this report 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. In the circumstances outlined in this report and to allow for the most appropriate model of support to be developed whilst ensuring value for money is achieved this recommendation is reasonable.

Darren Revill – Senior Commercial Business Partner
Darren.Revill@nottinghamcity.gov.uk

4.4 Chief Finance Officers Observations on Dispensation

Dispensation from financial regulation 3.29 and contract procedure rule 5.1.2 is supported in this instance for operational reasons.

Geoff Walker – Strategic Director of Finance
Geoff.Walker@nottinghamcity.gov.uk

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

- 5.1 Legal and Procurement advice is provided in exempt report.

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

Not Applicable

7 SOCIAL VALUE CONSIDERATIONS

7.1 Social value considerations will be made as part of the continuing review and development of the re-commissioned care support and enablement services. The nature of the provision means that the workforce will need to be sourced locally. It will provide employment at entry level and above.

8 REGARD TO THE NHS CONSTITUTION

8.1 Not Applicable

9 EQUALITY IMPACT ASSESSMENT (EIA)

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

No



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 Winterbourne View – Time For Change - Transforming the commissioning of services for people with learning disabilities and/or autism;

11.2 Transforming Care for people with learning disabilities January 2015

11.3 The Five Year Forward View for Mental Health 2016.

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