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NOTTINGHAM CITY COUNCIL

COMMISSIONING AND PROCUREMENT SUB-COMMITTEE

MINUTES of the meeting held in LH 0.06 - Loxley House, Station Street, Nottingham, NG2 3NG on 9 July 2019 from 10.01 am to 10.45 am

Membership

Present

Councillor Eunice Campbell-Clark
Councillor Sally Longford
Councillor Adele Williams

Absent

Councillor Sam Webster (Chair)
Councillor Cheryl Barnard (Vice Chair)

Colleagues, partners and others in attendance:

Celina Adams	- Head of Support Services, Nottingham Community Voluntary Services
Bobby Lowen	- Commissioning Lead
Adrian Mann	- Governance Officer
Christine Oliver	- Head of Commissioning
Celina Adams	- Head of Support Services, Nottingham Community Voluntary Services
Bobby Lowen	- Commissioning Lead
Steve Oakley	- Head of Contracting and Procurement

Call-in

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is Tuesday 16 July 2019. Decisions cannot be implemented until the working day after this date.

12 APPOINTMENT OF THE CHAIR FOR THE MEETING

RESOLVED to appoint Councillor Sally Longford as Chair for the current meeting.

13 APOLOGIES FOR ABSENCE

Councillor Cheryl Barnard	- Council business
Councillor Sam Webster	- personal reasons

14 DECLARATIONS OF INTERESTS

None.

15 MINUTES

The minutes of the meeting held on 11 June 2019 were confirmed as a true record and signed by the Chair.

16 VOLUNTARY AND COMMUNITY SECTOR UPDATE

Celina Adams, Head of Support Services at Nottingham Community Voluntary

Services (NCVS), presented a report on the current funding issues and opportunities within the Voluntary Sector. The following points were discussed:

- (a) due to the varied level of support resulting from the current area-based funding arrangements, NCVS is keen to discuss a more efficient voluntary sector support delivery model with the Council. Discussions are taking place with Councillor Rebecca Langton, as the Portfolio Holder for Communities. In the meantime, NCVS continue to provide advice, support, casework and training to Nottingham's Voluntary Sector. However, this support is not consistent across the City, currently;
- (b) NCVS has started its Enterprising Nottingham training, funded by the Nat West Skills and Opportunities Fund, providing workshop training and one-to-one bespoke support to new and existing social enterprises in Nottingham, which is free at the point of delivery;
- (c) Phase 1 of the 'Hidden Harm' skills building programme is now complete. The aim of this programme is to equip voluntary organisations with the skills and knowledge required to recognise and respond to indicators of various types of abuse and crimes that often go unreported or unrecognised. Phase 2 has started and low/no cost Safeguarding training is available for small groups who cannot afford to access the existing Safeguarding training offered by NCVS. The Safeguarding training given is comparable to that provided by the Council and a detailed database is in place to monitor the new and existing voluntary organisations that work with children and vulnerable adults. A new strategy is being developed to enable training to be delivered within communities, rather than at a central location. There is an important opportunity to engage with the Council's Skills and Employment Delivery Team to ensure that information on these Safeguarding training opportunities is raised on the agenda of any other meetings and groups that are likely to be attended by the kinds of voluntary organisation that would benefit from it;
- (d) NCVS is part of a working group to explore how the Voluntary Sector will engage with the D2N2 LEP following the UK leaving the European Union. It is vital to influence the future funding made available by the Government and to maintain the dialogue with the LEP regarding the importance of the Sector in economic development. There are Inclusion Representatives on the LEP's main Board, Sub-Board structures and Advisory Boards.
- (e) 'Futures' has been announced as the organisation that will deliver the European Social Fund's Community programme. This will include small grants for voluntary organisations, and NCVS is a partner and sits on the grants panel. Nottingham has had good success in the first round of grants;
- (f) there is significant concern in the Voluntary Sector about the impact of Social Prescriptions on Nottingham's voluntary organisations and groups, particularly in terms of implementation, referral pathways and funding. If Social Prescribing is to be lead effectively by the Voluntary Sector, support must be in place to ensure that organisations have the capacity, infrastructure, resources, training and knowledge to work with vulnerable people. NCVS are partners in the Nottingham Integrated Care System and Integrated Care Partnership and continue to attend

meetings with the local NHS and Clinical Commissioning Group to ensure that the voice of the Voluntary Sector are heard in the delivery of Social Prescriptions;

- (g) in terms of direct projects, NCVS is recruiting a Practice Development Unit Coordinator, which is a partnership between Opportunity Nottingham and NCVS. It offers a unique opportunity for front line workers across the City to learn collaboratively and share good practice and expertise around working with service users who are facing multiple disadvantage. Members can also access a range of resources, including toolkits, reports and presentations, with both a local and national focus;
- (h) secondly, the Disability Sport Insight and Participation Project is a three-year programme in partnership with the Council, funded by Sport England, to learn and understand the barriers individuals with disabilities face in order to get physically active. The legacy of this project will be a Volunteer Buddies pilot from May to September 2019. Buddies will be managed by NCVS and provide a befriending-type service to enable citizens with long-term disability or illness to access and maintain physical activity.

17 CARE HOMES COMMISSIONING PROPOSAL

Christine Oliver, Head of Commissioning, presented a report on the review into the provision of residential and nursing care homes, to inform the development of a new specification for the procurement of care homes for Nottingham's most vulnerable citizens, where no other suitable options are available. The following points were discussed:

- (a) the value of the decision is substantial, at £418,500,000 for Nottingham City Council's contribution, and the cost is in line with the Council's mid-term Financial Plan. The contract is for up to nine years and can be cancelled earlier, if required. The length of the contract will reduce the procurement pressures on providers and will ensure best value for money in a sector where prices are rising;
- (b) a major strategic focus is to help people in care move back into their own homes, or other independent living arrangements, if appropriate.

RESOLVED to:

- (1) approve the procurement of Residential and Nursing care services via a joint accreditation process with NHS Nottingham City. The contracts awarded will be for a term of up to 5+4 years, depending on the commencement date. The contracts awarded to providers carry no guarantee of business during that time;**
- (2) delegate authority to the Director of Commissioning and Procurement to approve the outcome of the tenders and award contracts to providers as a result of the process;**
- (3) delegate authority to the Head of Contracting and Procurement to sign the contracts arising from the tender process once the tender outcome is agreed.**

Reasons for the decision

The contract for Residential and Nursing Homes is due to end in on 31 March 2020. This is in the form of an Accredited List utilising the Light Touch Regime. The current contract was commissioned jointly with the Nottingham Clinical Commissioning Group (CCG), utilising the standard NHS Contract. This enables placements to be jointly, or fully, funded by the CCG. The performance management of the contract is undertaken by the Council on behalf of the CCG for residential homes. The CCG performance manage registered nursing homes.

In order to effect a new contract, to continue to provide residential care to Nottingham citizens, the Council will need to undertake a procurement process on behalf of its citizens. The proposed model for procurement is to commission services through an Accredited List. This will require all current care home providers to complete an application process. By completing this process, the care homes are required to meet a minimum set of required standards and to be subject to regular Council oversight. The accreditation process remains open, so any new provider can be directed to apply for accreditation at any time.

Through the proposed accreditation process, failure to meet the criteria set out in the procurement process means failure to gain accreditation and the Council will not commission providers that are not accredited. However, providers can re-apply if they remedy the reason for failure, therefore promoting a culture of constant improvement of services.

The proposed new contract is a joint contract on behalf of Nottingham and Nottinghamshire CCGs, as well as the Council. This means that citizens will be able to access residential care homes or nursing homes as required and that the same contract can be used, whether or not the citizen is entitled to health-funded care.

Other options considered

Do nothing: This is not an option, as the current contract will end on 31 March 2020.

Procure a closed Framework of Providers: This approach would enable the Council to impose a more stringent application procedure and reduce the number of providers being contracted. However, if this were undertaken based on Care Quality Commission or Council Quality Standards, this would not enable improvements in lower rated care homes to be recognised and would pose difficulties for care homes who subsequently receive a bad rating. The principle concern would be, that if a home was unsuccessful, then current residents would then have to be moved out to alternative provision. This could be very disruptive for citizens and may well lead to a deterioration. It would also have negative reputational implications for the City.

Develop a joint integrated contract with Nottinghamshire County Council: This approach would standardise arrangements for care home providers who have contracts with both the City and the County Council and would provide a consistent approach with the CCG. However, given the significant differences between the current approaches of the two Authorities around contracting and pricing, this has not

been achievable at this point. However, working is taking place to ensure that the specifications will be aligned fully.

18 COMMISSIONING INTENTIONS 2019-20

Christine Oliver, Head of Commissioning, presented a report on Nottingham City Council's commissioning intentions for 2019/20, both individually and with the Nottingham Clinical Commissioning Group (CCG). The following points were discussed:

- (a) work is being carried out with the CCG and the Health and Wellbeing Board for developing pathways to improve engagement and to commission and deliver services on a more collective basis;
- (b) the appendices to the report will be updated to identify Councillor Eunice Campbell-Clark as the lead member as the Portfolio Holder for Health, HR and Equalities, where appropriate.

RESOLVED to approve the main areas of activity identified within the Commissioning Plans.

Reasons for the decision

Agreement of the commissioning priorities for 2019-20 will establish the work programme for the year and enable resources to be allocated effectively.

Other options considered

None.

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Commissioning and Procurement Sub-Committee 09.07.19

Voluntary Sector Update – Nottingham CVS

Voluntary Sector Support Grants:

The varied level of support resulting from the current area based funding arrangements was discussed at the last CPSC meeting. NCVS is keen for further discussion with NCC on a more efficient voluntary sector support delivery model. In the meantime NCVS continue to provide advice, support, casework and training to Nottingham's Voluntary Sector. However, this support is not consistent across the city.

Funding Updates:

- **Skills and Opportunities Funding:**
NCVS has commenced its Enterprising Nottingham training funded by the Nat West Skills and Opportunities Fund. This programme provides free (at the point of delivery) workshop training and one-to-one bespoke support to new and existing (less than 1 year old) social enterprises in Nottingham.

The qualifications are level 3 awards accredited through the Small Firms Enterprise Development Initiative (SFEDI) and consist of:

- ~Starting and managing a VCSE organisation
 - ~Business Planning for a VCSE organisation
 - ~HR for VCSE organisation
 - ~Tender Readiness for VCSE organisation
- (VCSE= Voluntary, Community and Social Enterprise)

- **PCC funding: Hidden Harm:**
The Phase 1 Hidden Harm skills building programme is now complete. The aim of the programme was to equip the VCS with the skills and knowledge required to recognise and respond to indicators of various types of abuse and crimes which typically go unreported or unrecognised. Phase 2 has commenced and we will be offering low/no cost Safeguarding training for small groups who cannot afford to access the existing Safeguarding training offered by NCVS.

- **D2N2 LEP:**
We are part of a working group looking at how the Voluntary Sector engages with the D2N2 LEP post Brexit. We want to ensure that we can influence future funding from central government and keep up the dialogue with the LEP regarding the importance of the sector in economic development. We have influenced the LEP to ensure there are Inclusion Reps on the main Board and on each of the sub board structures. There are 5 inclusion reps on all Advisory Boards.

- **ESF calls:**
Futures have now been announced as the organisation that will be delivering the Community programme. This will include small grants for voluntary organisations. NCVS is a partner and sits on the grants panel. The first

round of grants has now been awarded. Nottingham had a higher level of successful applications than Derby.

- **Integrated Care System:**
There is concern amongst the Voluntary Sector about the impact of Social Prescriptions on Nottingham's voluntary organisations and groups. NCVS are partners in the ICS and Integrated Care Partnership. We continue to attend meetings ensuring the voice of the Voluntary Sector in the delivery of Social Prescriptions.

Direct Projects:

- **Practice Development Unit:**
NCVS are currently recruiting to the post of PDU Coordinator. The PDU is a partnership between Opportunity Nottingham and Nottingham CVS. It offers a unique opportunity for front line workers across Nottingham city to learn collaboratively and share good practice and expertise around working with service users who are facing multiple disadvantage. Members can also access a range of resources, including tool kits, reports and presentations, with both a local and national focus. Please join the portal for more information at: www.pdunottingham.org

- **Disability Sport Insight and Participation Project:**
This 3 year programme in partnership with NCC is Sport England funded to learn and understand the barriers individuals with disabilities face in order to get physically active.
The legacy of this project will be a Volunteer Buddies pilot from May – September 2019. Buddies will be managed by NCVS and provide a befriending type service to enable citizens with long term disability or illness to access and maintain physical activity.
At the moment there is no plan to extend the DSIPP beyond September 2019, but NCVS is engaged in discussion with NCC Sport and Leisure team about Buddy opportunities beyond September 2019.