

# **Nottingham City Council**

## **Commissioning and Procurement Sub-Committee**

**Minutes of the meeting held remotely via Zoom and livestreamed at <https://www.youtube.com/user/NottCityCouncil> on 10 November 2020 from 10.01 am - 10.49 am**

### **Membership**

#### **Present**

Councillor Sam Webster (Chair)  
Councillor Cheryl Barnard (Vice Chair)  
Councillor Eunice Campbell-Clark  
Councillor Adele Williams

#### **Absent**

Councillor Sally Longford

### **Colleagues, partners and others in attendance:**

John Bann	- Cycling and Road Space Transformation Manager
Bobby Lowen	- Commissioning Lead
Steve Oakley	- Acting Director of Commissioning and Procurement
Ceri Walters	- Head of Commercial Finance
Nicole Wilkinson	- Assistant Project Manager
Phil Wye	- Governance Officer

### **Call-in**

Unless stated otherwise, all decisions are subject to call-in. The last date for call-in is 18 November 2020. Decisions cannot be implemented until the working day after this date.

### **17 Apologies for Absence**

Councillor Sally Longford – other Council business

### **18 Declarations of Interests**

None.

### **19 Minutes**

The minutes of the meeting held on 15 September 2020 were confirmed as a correct record.

### **20 Voluntary and Community Sector update**

An update document was submitted by Celina Adams, Head of Support Services at The Nottingham Community and Voluntary Service (NCVS) and is appended to these minutes.

Committee members expressed their gratitude to the Voluntary and Community Sector during the Covid-19 pandemic, particularly during the first lockdown. The Council will continue to lobby the Government for additional funding.

## **21 Procurement of Services for Rough Sleepers - Key Decision**

Bobby Lowen, Commissioning Lead, introduced the report putting forward recommendations to allow the Council to appoint a framework of providers able to provide services for people sleeping rough (and those at risk of rough sleeping) in Nottingham.

The creation of a framework is proposed in order to ensure that the Council is able to select organisations that have been able to demonstrate their qualification to provide services for rough sleepers to receive contracts for the delivery of these services in Nottingham. The introduction of a framework will also create more opportunity for the Council to achieve best value (in quality and price) and will support compliance with procurement legislation.

The following answers were provided following questions from the Committee:

- (a) procurement opportunities will be advertised on the Council's portal, and known stakeholders will also be notified by email;
- (b) working with other local authorities was considered but rejected as an option as there are many good service providers in the city. Service providers and groups were consulted on the framework.

### **Resolved to**

- (1) approve the procurement of a framework of providers of services to assist rough sleepers as a mechanism for the compliant future contracting of these services;**
- (2) delegate authority to the Corporate Director of Development and Growth to award contracts to providers selected to the framework through the procurement process;**
- (3) delegate authority to the Corporate Director for Development and Growth to agree the outcome of call off competitions under the framework and to award contracts in consultation with the Portfolio Holder for Planning, Housing and Heritage.**

Reasons for recommendations:

- In recent years, the Ministry for Housing, Communities and Local Government (MHCLG) has sought applications from local authorities to access short-term funding awards (typically on an annual basis) to address rough sleeping. These opportunities have been presented through the Rough Sleeping Initiative, the Rapid Rehousing Pathway, the Cold Weather Fund, and the Next Steps Accommodation Programme.

- It is anticipated the requirement for local authorities to submit bids will continue as the means used by MHCLG for the administration of funding for services to assist rough sleepers from 2021/22 and beyond.
- Nottingham City Council has been successful in successive applications for funding since the launch of the governments Rough Sleeping Initiative in the spring of 2018. It is likely that the Council will continue to apply for funding from MHCLG to assist in its efforts (and in the efforts of its partners) to reduce rough sleeping in Nottingham.
- Applications for funding from MHCLG have typically required the submission of proposals within a short bidding window. This has limited the scope to produce the delivery of services through a competitive tender process.
- The creation of a framework will provide the opportunity for the Council to make sure that contracts for services for rough sleepers are awarded to organisations that have demonstrated their suitability through a clear procurement process. The provision of a framework will also allow for competitive 'mini-tenders' to help the Council to secure the most suitable services and achieve best value in its use of funding to reduce rough sleeping.
- The use of a framework to procure services through an open process will also ensure compliance with EU and UK procurement legislation and the Council's Financial Regulations.
- The delegation of authority to the Corporate Director for Development and Growth and the Head of Contracting and Procurement is sought to enable the appointment of providers onto the framework and subsequent award of contracts in accordance with the outcome of procurement processes in a timely way.

Other options considered in making recommendations:

- Not to establish a framework for services for rough sleepers. This option is not recommended on the basis that it will not offer a compliant arrangement for selecting providers to deliver services and benefits in helping to secure the most suitable and value for money services will not be realised.

## **22 Nottingham and Derby Bike Hire Procurement Route - Key Decision**

Councillor Adele Williams, Portfolio Holder for Adult Care and Local Transport, and John Bann, Cycling and Roadspace Transformation Manager, introduced the report seeking approval to commence the procurement route for the Nottingham and Derby Bike Hire Project, which forms part of the Transforming Cities Fund successful bid for £161m by Nottingham and Derby, to offer walking and cycling route improvements to encourage an increase in sustainable commuting. The Nottingham and Derby Bike Hire project has been allocated £4m and will deliver the creation of a bike hire service to operate across both cities, including e-bikes.

**Resolved to**

- (1) approve the initiation of procurement activities for the Nottingham and Derby Bike Hire project and delegate authority to the Corporate Director for Development and Growth to appoint preferred suppliers and contractors to deliver the project;**
- (2) delegate authority to the Head of Legal Services to sign contracts with the preferred contractors following procurement exercises to allow the projects to be delivered.**

Reasons for recommendations:

- The Transforming Cities Fund and Future Transport Zone programmes will support sustainable growth and significantly contribute to the carbon neutral plan, local air quality plan objectives and support current local transport restart in response to Covid-19.
- Cycling levels particularly as a method of commuting are currently a key part of the post Covid-19 recovery plan. Increasing cycling offers the user health benefits, alongside improved air quality and reducing congestion. Schemes being delivered as part of the TCF programme will enable more people to be able to consider cycling as a mode for their journey.
- A successful bike hire scheme will increase the levels of cycling in the City and help achieve Council objectives such as improving air quality, mobility and general health, whilst helping to reduce traffic congestion. Additionally this will develop alongside Nottingham's cycle network and the proposed upgrading of cycle routes.

Other options considered in making recommendations:

- An option considered was to not progress with a tender for the Bike Hire project and consider managing and operating the scheme internally between Nottingham and Derby Councils. This was rejected as there is no revenue funding available to manage the scheme, only capital funding. There is also limited scalability for the Council to run this project internally.

## **23 Exclusion of the public**

Exclusion of the public was no longer required as the exempt item was withdrawn.

## **24 HR and Finance System Maintenance and Support - Key Decision**

This item was withdrawn.