

# Nottingham City Council

## Commissioning and Procurement Executive Committee

Minutes of the meeting held at Loxley House, Station Street, NG2 3NG, on 11 January 2022 from 10.03 am - 10.36 am

### Membership

#### Present

Councillor Sam Webster (Chair)  
Councillor Adele Williams

#### Absent

Councillor Cheryl Barnard  
Councillor Eunice Campbell-Clark  
Councillor Sally Longford

### Colleagues, partners and others in attendance:

Anna Coltman	-	Commissioning Manager
Helen Johnston	-	Consultant in Public Health
Mark Leavesley	-	Governance Officer
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 21/01/2022. Decisions cannot be implemented until the working day after this date.

### 39 Apologies for Absence

Councillor Barnard	)	personal
Councillor Campbell-Clark	)	
Councillor Longford	-	other Council business

The Committee noted that Councillors Barnard and Campbell-Clark, who would normally have attended the meeting but who did not have reports to present on this occasion, had submitted apologies in the interests of supporting Covid safety in the current context of high infection levels.

### 40 Declarations of Interests

None.

### 41 Minutes

The Committee confirmed the minutes of the meeting held on 14 December 2021 as a correct record and they were signed by the Chair.

### 42 Arrangements for the joint commissioning of CAMHS (2022/23-2024/25) - Key decision

Councillor Williams, Portfolio Holder for Adults and Health, and Helen Johnston, Consultant in Public Health, presented the report, which detailed the proposed arrangements for maintaining the current Targeted CAMHS (Children and Adolescent Mental Health Service) provision until March 2025. The service would be jointly

funded by Public Health Grant contributions, tapering with increased Nottingham and Nottinghamshire Clinical Commissioning Group (CCG) contributions over a three-year period. The establishment of a Section 75 agreement between Nottingham City Council (NCC) and the CCG is proposed as a robust mechanism for funding and managing the service.

## **Resolved**

- (1) to approve:**
  - (a) the use of the Public Health Grant for a funding contribution to Targeted CAMHS 2022/23-2024/25;**
  - (b) the development of a Section 75 Agreement between NCC Public Health and the CCG for the commissioning of Targeted CAMHS from 1st April 2022 to 31st March 2025;**
  - (c) that oversight and management of the Targeted CAMHS Section 75 Agreement be held by Nottingham Health and Wellbeing Board Commissioning Sub-Committee;**
- (2) to delegate authority to the Director of Public Health to agree the final value and scope of the service, and sign the Section 75 Agreement for Targeted CAMHS.**

## Reasons for recommendations

- (1) The time-limited use of the Public Health Grant will enable ongoing provision of Targeted CAMHS in Nottingham through to 2024/25 to ensure continued access and support for children and young people to mental health support. Over the period of the agreement, there will be an increasing proportion of CCG funding for the service consistent with the CCG role in coordinating a system-wide transformation programme.
- (2) A Section 75 agreement between NCC and CCG for Targeted CAMHS will provide a robust foundation for commissioning the service.

## Other options considered

- (1) Under a 'do nothing' option, there would be no agreed use of the Public Health Grant for co-funding this service. The savings against the NCC Mainstream funding for consultation in the Medium Term Financial Plan place the service at risk. A reduction or removal in the Targeted CAMHS offer would leave a substantial gap in the emotional wellbeing and mental health pathway for children and young people in Nottingham, which is why this option has been rejected, and an interim funding arrangement during the transformation programme has been proposed.
- (2) Not using a formal Section 75 Agreement between NCC and the CCG carries a risk of not having an appropriate and robust arrangement for pooling the budget and managing the service. Further, a lack of joint arrangements would risk that this key provision is not sufficiently visible and considered within the wider Mental Health Transformation Programme with governance through the Children and Young Peoples' Mental Health Executive, and the Nottingham and

Nottinghamshire Integrated Care System Mental Health and Social Care Partnership Board.

#### **43 Workforce Recruitment and Retention Fund for Adult Social Care - Key decision**

Councillor Williams, Portfolio Holder for Adults and Health, and Anna Coltman, Commissioning Manager, presented the report, which detailed the Government's commitment, in the 'COVID-19 Response: Autumn and Winter Plan 2021' (announced on 14 September 2021), to support local authorities and social care providers to maintain safe staffing levels over the winter period and to continue working closely with the care sector to build sufficient workforce capacity across services.

The 'Adult Social Care Winter Plan', published on 3 November 2021, set out the support government would be providing to the adult social care sector to meet the challenges it faced during winter. The plan includes a commitment to providing workforce recruitment and retention funding, originally announced on 21 October 2021, to support local authorities and providers to recruit and retain sufficient staff over winter, and support growth and sustain existing workforce capacity.

Nottingham City Council (NCC) has been allocated £1,049,498 from the Government's Workforce Recruitment and retention fund (WR&R fund), to be spent by 31 March 2022. The primary purpose of the WR&R fund is to deliver additional staffing capacity in adult social care through recruitment and retention activity during the period 21 October 2021 to 31 March 2022. This is a ring-fenced grant and will be paid in two instalments to NCC. The first instalment of 60% will be processed as soon as possible, the second instalment of 40% will be paid in January 2022 and will be conditional on local authorities having completed a return to the Department of Health and Social Care by 14 January 2022.

During discussion, it was stated that although the vacancy rate of 2.1% seemed low, this didn't reflect turnover of staff, which at some providers was almost 100% over the last 12 months.

It was also stated that the requirement to be vaccinated against Covid was having an impact of the service, with some reporting up to 30% of staff leaving the sector, a lot of who would normally be moving within the sector but were no longer able to do so.

#### **Resolved to**

- (1) approve acceptance and spend, as per the terms and conditions of the grant, by Nottingham City Council of the funding from the Department of Health and Social Care;**
- (2) delegate authority to the Director for Adult Health and Social Care, in consultation with the Portfolio Holder for Adults and Health, to award grants to social care providers to support recruitment and retention of staff during winter months.**

#### Reasons for recommendations

- (1) Nottingham City Council (NCC) has been allocated £1,049,498 from the Government's Workforce Recruitment and retention fund (WR&R fund), to be

spent by 31 March 2022. The primary purpose of the WR&R fund is to deliver additional staffing capacity in adult social care through recruitment and retention activity during the 21 October 2021 to 31 March 2022 period.

- (2) This is a ring-fenced grant and will be paid in two instalments to NCC:
  - (i) the first instalment 60% will be processed as soon as possible;
  - (ii) the second instalment 40% will be paid in January 2022 and will be conditional on local authorities having completed a return to the Department of Health and Social Care by 14 January 2022.
- (3) The expectation is that the grant will be fully spent on addressing local workforce capacity pressures through recruitment and retention activity by 31 March 2022. The grant conditions are clear that 'spent' means that expenditure has been incurred between 21 October 2021 and 31 March 2022. This means the activity leading to the expense must have happened by 31 March 2022, so that the local authority is accruing the expense and it appears in the local authority's 2021 to 2022 accounts.
- (4) We anticipate that up to 20% will be retained by NCC for internal initiatives, including communications, marketing, supporting internal assessment capacity and activities to support the independent sector as follows:

Communications and marketing activities

A local recruitment campaign aiming increase interest in a job in adult social care among target audiences, increase the number of applications into social care jobs and to raise awareness of the sector.

Adult Assessment support

Increase capacity within homecare to support with hospital discharge, manage candidate selection and increase training and development opportunities.

Activities to support the independent sector

Planned activities to support the independent sector with recruitment include Jobs Hub Pathways to Health and Social Care events in neighbourhoods and events in partnership with Nottinghamshire County Council.

- (5) Up to 80% of the WR&R grant will be passported to homecare providers across the City with the expectation that the grant will be fully spent on addressing their local workforce capacity pressures through recruitment and retention activities.

Other options considered

Given the short-time scales, we are unable to fully outline the expenditure in this report as February's committee does not allow enough time to spend and allocate the grant funding as per the terms and conditions of the grant.

#### **44 Changing Futures: Procurement of main service - Key decision**

Councillor Williams, Portfolio Holder for Adults and Health, and Bobby Lowen, Commissioning Lead, presented the report, including a supplement to the agenda which included financial and legal comments, which sought approval for the delivery, under Nottingham's Changing Futures programme, of activity to assist people experiencing severe and multiple disadvantage (SMD). The approval would allow for

the wider delivery of operational activity under the programme from July 2022 (following Nottingham's successful bid for funding through the national Changing Futures programme) to build on the initial mobilisation approved in September 2021, which is now being implemented.

## **Resolved**

- (1) to approve the use of:**
  - (a) Changing Futures funding up to a maximum value of £2,170,868 to procure a range of services and activities, as detailed in appendix 1, to assist people experiencing severe and multiple disadvantage;**
  - (b) a competitive tender process to select provider(s) to deliver the services and activities detailed in appendix 1;**
- (2) to delegate authority to the Director of Commissioning and Procurement to award contract(s) for the delivery of services to successful organisations following the tender process.**

## Reasons for recommendations

- (1) The approval of the recommendations will allow for the delivery of the substantial part of Nottingham's Changing Futures programme from July 2022 to the end of March 2024 in line with Nottingham's successful application for funding through the national Changing Futures programme.
- (2) A start date of the 1st July 2022 has been timed to allow for the transition to activity delivered under Changing Futures at the close of the existing Opportunity Nottingham programme on 30th June 2022.
- (3) The wider implementation of the programme will put in place a range of operational activity (see Appendix 1) designed to help improve the lives of people in the city who experience SMD in line with the delivery plan developed in partnership and approved by the National Changing Futures Team (see Appendix 2). SMD is defined under the Changing Futures programme as applying to people experiencing three or more of the following: homelessness, substance misuse, mental health issues, domestic violence, and interaction with the criminal justice system.
- (4) The operational delivery of the programme is expected to realise the significant benefit of improving the lives of vulnerable people, and the avoidance of serious negative outcomes (e.g. in relation to health, homelessness, offending, etc) and the associated demand and costs of reactive interventions (e.g. emergency homelessness responses, hospital attendances, etc) across the public sector.
- (5) The delivery of the programme is also expected to develop the foundations to enhance partnership efforts across the public and voluntary and community sector to improve the overall response to help people who experience SMD. The programme also aims to establish partnership planning in the longer term use of mainstream resources to help people experiencing SMD (e.g. through joined up planning, funding and delivery of services) on a sustainable basis beyond the end of the programme in March 2024. 1.6 Approval is sought to procure the main delivery service through a competitive tender to select the

most suitable provider to meet the requirements of the service and to secure best value from resources available to deliver the programme.

#### Other options considered

- (1) Not to continue roll out of the Changing Futures programme. This option was rejected on the basis that not to deliver the programme would lose the opportunity to deliver significant expected benefits through the direct operational delivery of activity, as well as the platform for strengthening the overall system response to assist people who experience SMD.
- (2) To not procure services by means of a competitive tender. This option has been rejected on the basis that procurement through a competitive tender is necessary to identify the most suitable provider to deliver the service and to ensure compliance with procurement law.

#### **45 Voluntary and Community Sector Update**

This item does not contain any decisions that are eligible for call-in.

To be as covid-safe as possible, the Committee received a written update only from the Head of Operations, NCVS, as follows:

#### **Support to Voluntary, Community and Social Enterprise (VCSE) during COVID-19**

##### (a) NCVS Group Development

NCVS continues to work remotely, delivering group support sessions via video link, phone or email. This work is part funded by arrangement with Area Based and Community of Identity Leads however, there are a still lot of groups in the city who 'slip through the net'. In addition, there is no free training available for those very small, grassroots groups who cannot afford event the low-cost training offered by NCVS.

The voluntary sector has been widely recognised as playing a vital role in supporting communities and vulnerable people directly affected by the pandemic. There is no doubt that without volunteers, grass roots organisations and front line staff in the sector many more citizens would have suffered or died as a result of the pandemic. NCVS is concerned that, under current arrangements, there are a number of groups and organisations in the city who cannot access Area Based support and funding. We remain keen to discuss with NCC in detail a more efficient way of ensuring equal access to NCC VCSE support and development across the city for all groups.

##### (b) State of the Sector Report

NCVS is currently co-ordinating a State of the Sector 2021 survey. Data and information collected will contribute to our understanding of the VCSE sector groups and organisations which provide services and support in Nottingham city. All who have completed this survey currently have (or have had) a presence in Nottingham city in the last two years.

The survey is designed to explore the extent of VCSE sector activities, the role organisations play in the local community, and the challenges faced. Questions focus on what has changed in the last two years, as well as looking ahead to the next 12 months.

All City Council ward areas are represented in the responding organisations. Interim findings show that 66% operate across all city ward areas. Two-thirds of respondents have needed to reassess their organisation's original aims and service delivery. Two-thirds have increased their service provision. Organisations have pivoted quickly to respond to crisis, but attempting to meet demand leaves no time to plan ahead. Organisations are reporting that they are working together more. This was a trend over the last two years – only half thought this was directly due to Covid.

89% of organisations who had seen an increase in income and said this was due to Covid are reliant on grants. Some of these also fundraise through private donations and charging for services. Only 22% have contracts of some kind. Almost all of these organisations accessed emergency grant funding either through the Coronavirus Community Support Fund (National Lottery Community Fund & Government) or the National Emergency Trust Coronavirus Appeal funding.

Challenges faced by the VCSE sector over the next 12 months include creating a sustainable funding base. Of all survey respondents, 47% say the funding they receive now doesn't cover all of their costs and only 48% consider their funding situation to be 'stable'.

The highest support need is support to write tenders and funding applications. Skills shortages around web / digital and communications / marketing also score highly. Recruiting skilled staff is an ongoing challenge which is seen across all sectors.

Interim findings are also showing that Volunteers are essential. 64% of our respondents either don't employ staff or are of micro size (1-9 paid workers). Of those who don't employ staff, none have an income above the £10,000 to £49,999 bracket. 37.5% have an income under £5,000. 77% of respondents experienced an increase in demand for services. Considerations need to include that an increase in volunteers can also mean an increase in volunteers who have higher personal support needs. Can these be met?

NCVS will be producing a full State of the Sector report in the coming months.

(c) NCVS Training Programme

NCVS have redesigned its training programme to be accessible and user friendly in a virtual world. The 2020/21 programme included additional sessions in response to demand: Mental Health Awareness, is your Insurance Appropriate? Also, Health and Safety Risk Assessments. Responding to the number of requests for training, we will be further adding to our training programme with Communications and Marketing training which is specifically tailored to VCSE.

There continues to be a huge demand for VCSE Safeguarding training. The VCSE in Nottingham will need Safeguarding training in order to apply to many

funders. Those groups who do not have the resources to access even the low cost training offered by NCVS, will be at a disadvantage when applying for funding.

(d) Networks and voice

NCVS continues to host network meetings during the pandemic, continuing to provide a forum for local organisations to connect, have their voices heard and collaborate:

- Children and Young People Providers Network;
- Vulnerable Adults Providers Network;
- Designated Safeguarding Leads;
- Leaders of Volunteers Network.

Through our regular e-bulletin and social media channels, we share information with the sector about campaigns, surveys, the latest jobs etc. The NCVS website COVID emergency pages includes urgent appeals for donations, changes to service delivery, emergency grants and other support which we've been made aware of locally.

(e) Funding Updates

Green Social Prescribing

NCVS is playing a key role in a two-year partnership project aimed at improving the mental wellbeing of communities hardest hit by Coronavirus. Green social prescribing refers people to local, non-clinical, nature-based activities to help improve their physical and mental health. GreenSpace is a pilot test & learn project, working to build a network of trusted groups and organisations to embed green social prescribing throughout Nottingham City and Nottinghamshire.

Achievements so far are:

- Delivery of Framework's specialist Nature in Mind programme reaching over 150 unique participants in June/July/August;
- Delivery of water-based activities in city on canal with Canal & River Trust (181 participants in June/July/August);
- Co-production workshops with Link Workers and other social prescribers to help design effective and appropriate referral pathways;
- Relationship building between Link Workers and Green Providers – development of community gardens, co-location of Social Prescribing Link Workers, trust building;
- Network of Trusted Green Providers in city that provides a 'menu of choice' for referrals and meets needs of Social Prescribers;
- GreenSpace support for NCC Active Travel Expression of Interest to DfT GP Prescribing Pilot for walking and cycling;
- Linkages and contribution of GSP outcomes for CN28 ambitions identified;
- Renewal Trust securing £109,000 through the Government's Green Recovery Challenge Fund for New Roots – to deliver volunteering, employment and skills development in the green sector – part of our bid;
- GSP National Advisory and Project Board visit to St Ann's Allotments.

### Majority Led Black Churches Project

The leaders of the Majority Black Led Churches (MBLC) in Nottingham have united over their concerns about the disproportionate effects of Covid-19 and the subsequent hesitance to take up vaccinations within the communities they serve. They developed the idea of equipping volunteers with the tools they need to deliver factual messages about the vaccination programme to help people make informed choices and increase take up.

As a network, MBLC doesn't have the infrastructure to directly employ someone to support the volunteers. So, they partnered with us, and NCVS agreed to be the employer of record for the MBLC Volunteer Coordinator to enable this vital work to happen.

Work with NCVS in collaboration with MBLC is to thoroughly address the misconceptions and misinformation around the Covid-19 vaccine and the impact on societies, especially predominantly Black communities.

We are particularly looking for student volunteers and young people from Black African or Caribbean communities. Volunteers will:

- be supported with informal induction and relevant training, and work as part of a team;
- provide outreach, support and information to people who are cautious about Covid-19 vaccination;
- Support promotion of, and engagement with, pop-up vaccination centres located in African and Caribbean community locations within Nottingham city.

### IAPT (Improving Access to Psychological Therapies) Community Engagement

NCVS have recruited a Community Engagement Coordinator who will lead on engaging BAME communities, particularly South Asian communities, to raise awareness of mental health and feed back to the IAPT services to enable them to better engage and support BAME communities.

### Practice Development Unit

The PDU is a partnership between Opportunity Nottingham and NCVS. Its aims are to promote and facilitate collaborative learning and the sharing of good practice and expertise amongst professionals in Nottingham and neighbouring areas, who work with people experiencing multiple disadvantage (such as mental health, substance misuse, homelessness and offending). PDU members can access a range of resources, including tool kits, reports and presentations, with both a local and national focus.

Over the last year, the PDU has:

- Delivered 18 workshops and 15 Community of Practice (CoP) meetings;
- Set up a new CoP looking at working with autistic adults;
- Launched new e-learning modules with a focus on staff wellbeing;
- Reached 383 individuals from over 120 different organisations through our events and CoPs;

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- Gained nearly 600 new users of our online hub;
- Strengthened our own co-productive approaches, with the invaluable help of Opportunity Nottingham's Expert Citizen Group;
- Undertook an independent evaluation of the impacts of the PDU on the local workforce.

For more information, please visit the portal at [www.pdunottingham.org](http://www.pdunottingham.org)

**Resolved to note the update.**