

SCRUTINY REVIEW PANEL SCOPE

Promoting equalities through the Council's Procurement and Commissioning Policy and Practices

What is the broad remit set for the review?

How can equalities be promoted through the Council's Commissioning and Procurement Policy?

What is the specific focus for the review?

To what extent are equalities principles embedded in the Council's commissioning and procurement processes?

What are we trying to influence?

To ensure that the commissioning and procurement processes of the Council have clear guidance and policies relating to equalities whether that is during consultations, awarding of contracts and that contractors are required to abide by the Council's own equality policies.

Do we need any experts/ specialists to sit on the panel with us?

Steve Oakley – Head of Quality and Efficiency

Colin Monckton – Head of Commissioning and Insight

Imoegen Denton – Equality and Community Relations Lead

Cecile Wright – Chair of the Equality and Fairness Commission (EFC)

<http://www.nottinghamcity.gov.uk/CommissioningContractingandProcurement>

Who do we need to speak to?

Councillor Alex Norris - Portfolio Holder for Adults, Commissioning and Health

Councillor Nick McDonald – Portfolio Holder for Jobs and Growth (procurement lead)

Other members of the EFC

Proposed Contributors:

Cecile Wright (Chair of the EFC) or nominated representatives from the EFC to contribute to the scrutiny review panel

Imoegen Denton – Equality and Diversity, Nottingham City Council

What information do we need/background paper?

- (1) What do we mean by a) commissioning process b) procurement process?
- (2) What do we mean by 'equality principles'? Does the Council have an agreed definition? Is there a nationally agreed definition? What does it mean in commissioning/procurement terms?
- (3) What are legal requirements / good practice for having equalities principles embedded in local authority commissioning and procurement?
- (4) How are equalities principles currently built into the Council's commissioning and procurement processes?

(5) What scope is there for improvement?

(6) How consultation and engagement with stakeholders is conducted to ensure opportunities and services are accessible to all.

What methods will we use to get the information needed?

Desktop research by Scrutiny Officer

Briefing paper and presentation by appropriate Council colleagues

Feedback from EFC as to concerns raised including more factual detail

What are the timescales for the review?

2 meetings as needed:

Panel meeting 1 to receive evidence (council colleagues/contributors) opportunity to challenge/confirm perceptions and information provided

Panel meeting 2 confirm the findings of the review which must be based on evidence, draw conclusions and draft recommendations for the report