

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:

2118

Author:

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Department:

Children and Families

Contact:

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Subject:

Citizens' Survey 2015

Total Value:

£24,999 (Type: Revenue)

Decision Being Taken:

To commission and conduct the Nottingham Citizens' Survey 2015 in order to monitor progress against the targets in the Nottingham Plan to 2020 and the Nottingham City Council Plan and provide citizen insight to the Council.

To seek quotes and to delegate authority to the Strategic Director of Early Intervention to award a contract to the successful bidder.

Reasons for the Decision(s)

The survey provides the opportunity to track citizen satisfaction and find out what Nottingham citizens think about the Council and what it delivers for them. The survey also helps the Council to understand our citizens' lifestyle choices affecting their health. It therefore informs service improvements and helps to improve the overall performance of the Council. Colleagues are consulted about the questions to include to ensure that the City Council gets the maximum value from the findings of the survey.

Other Options Considered:

- 1) Commissioning a Citizens' Survey costing the City Council up to £24,999, maintaining the savings made in recent years.
- 2) Not commissioning a Citizens' Survey. This option is not favoured because without asking the questions in the Citizens' Survey, there is no way of monitoring the progress that the Council and other partners are making towards the Nottingham Plan to 2020.

Background Papers:

None.

Published Works:	DD1633 Citizen's Survey 2014
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Date: 09/07/2015 Ward Councillors: Graham Chapman Discussed survey and potential questions to include. Cllr Chapman is happy for the survey to go ahead and for the questions to be very similar to last year's.
Crime and Disorder Implications:	Those not consulted are not directly affected by the decision.
Equality:	None
Regard for NHS Constitution:	EIA not required. Reasons: The decision does not relate to new or changing policies, services or functions. 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 this decision 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.
Decision Type:	Officer
Executive Decision?	Yes
Scheme of Delegation Reference Number or Other Source of Delegation:	1
Subject to Call In:	Yes
Advice Sought:	Legal, Finance, Procurement, Equality and Diversity

Legal Advice:

The proposals set out in the report raise no significant legal issues and are supported. Advice provided by Malcolm Townroe (Legal Services Manager) on 24/07/2015.

Finance Advice:

Budget has been identified to fund the Citizens Survey. Procurement rules will be followed to ensure best value for money. The survey aligns to the council priority of putting Citizens at the Heart, and will influence future decisions to ensure resources are targeted in the most effective and economic manner.
Advice provided by Dee Fretwell (Finance Analyst) on 16/07/2015.

Procurement Advice:

There are no significant procurement concerns with this decision. The Procurement Team is supporting a competitive quotation process in compliance with Contract Procedure Rules.
Discussions are underway with the service area regarding future procurement of any ongoing requirement for this service, with a view to contracting on a longer term basis and combining with the related Respect Survey procurement, to ensure that the Council achieves the best possible value for money going forward.
Advice provided by Dawn Cafferty (Procurement Category Manager) on 16/07/2015.

Equality and Diversity Advice:

The survey provides the Council with an opportunity to garner citizen opinion which is a key tenet of the Equalities Act and its statutory guidance. However, it is vital that all communities are included and that where numbers of respondents are small that methods are applied to ensure that the broad range of our citizen profile is fully represented. Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 15/07/2015.

Signatures:

Alison Michalska (Corporate Director for Children and Adults)

Signature:  Date: 

Last date for call-in: 06/08/2015

