

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	2601
Author:	Helen Hill
Department:	Children and Families
Contact:	Helen Hill (Job Title: Research & Evaluation Officer, Email: helen.hill@nottinghamcity.gov.uk, Phone: 01158763421)
Subject:	Citizens' Survey and Respect Survey 2016
Total Value:	£57,000 (Type: Revenue)
Decision Being Taken:	To approve the procurement of a provider to deliver the Nottingham Citizens' Survey and the Respect for Nottingham Survey with the Crime & Drugs Partnership in order to monitor progress against the targets in the Nottingham Plan to 2020, the Nottingham City Council Plan 2015-19 and the Crime & Drugs Partnership Plan 2015-2020.
Reasons for the Decision(s)	The Citizens' Survey provides the opportunity to track citizen satisfaction and find out what Nottingham citizens think about the Council and the services it delivers for them. It also helps the Council to understand our citizens' lifestyle choices and how those choices impact on their health. It therefore informs service improvements and helps to improve the overall performance of the Council. The insight gained from the Respect for Nottingham Survey will be used to deliver the overall aims of the Crime & Drugs Partnership, particularly in reducing crime, substance misuse and antisocial behaviour and also to provide an indication of changes in perception regarding crime and anti-social behaviour in particular. The two surveys are being procured jointly in order to create savings for the Council.
Other Options Considered:	<ol style="list-style-type: none">1) Commissioning two separate surveys costing the City Council up to £57,0002) Commissioning a merged survey costing the City Council between £20,000 - £50,000 (depending upon methodology used). This option was not favoured because we would lose the ability to track progress from previous years by using different methodologies and would have to remove some of the questions usually included in order to make the survey a reasonable length.3) Not commissioning either survey. This option is not favoured because without asking the questions previously in the separate Citizens' Survey and Respect Survey, there is no way of monitoring the progress that the Council and other partners are making towards the Nottingham Plan to 2020, Council Plan and the Crime & Drugs Partnership Plan.

Background Papers:

None

Published Works:

The Nottingham Plan to 2020
Council Plan 2015-19
The Crime and Drugs Partnership Plan 2015-2020
The Crime and Drugs Partnership Strategic Assessment 2016/17

Affected Wards:

Citywide

**Colleague / Councillor
Interests:**

None

Consultations:

Date: 30/08/2016

Other: Cllr Collins

In response to a consultation on the options of either not procuring and/or keeping the surveys separate or using a joint methodology, Cllr Collins indicated that the benefits of continuing with both separately are greater than the saving which would be achieved by merging them.

Those not consulted are not directly affected by the decision.

**Crime and Disorder
Implications:**

The results of the survey will be used to inform the Crime and Drugs Partnership strategic priorities for 2017/18.

Equality:

EIA not required. Reasons: The decision does not relate to new or changing policies, services or functions.

**Regard for NHS
Constitution:**

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:

Portfolio Holder

Subject to Call In:

Yes

Call In Expiry date:

28/09/2016

Advice Sought: Legal, Finance, Procurement, Equality and Diversity

Legal Advice: This report does not raise any significant legal issues. Legal services will support the procurement process and will advise on and prepare any contractual documents to be entered into with the winning provider.

Advice provided by Connie Green (Solicitor) on 13/09/2016.

Finance Advice: The cost of this decision is estimated at £57,000. Exact costs are not known at this stage because a tender process has to be undertaken. In previous years the Citizens' Survey and the Respect Survey have been carried out separately but for 2016 the two will be amalgamated.

Sufficient budgetary provision exists in the current MTFP to cover the costs in 2016/17.

Advice provided by Ian Greatorex (Finance Project Manager) on 12/09/2016.

Procurement Advice: Procurement will conduct an open tendering process to ensure value for money and transparency.
Advice provided by John Watson (Category Manager) on 05/09/2016.

Equality and Diversity Advice: There are no major equality issues with this decision. However, any successful organisation should ensure strong and representative reach within the diverse range of communities in the City in order that an accurate picture can be gained enabling appropriate planning and delivery of services. Advice provided by Adisa Djan (Equalities and Diversity Consultant) on 08/09/2016.

Signatures

Jon Collins (Leader of the Council)
SIGNED and Dated: 21/09/2016
Candida Brudenell (Strategic Director/ Assistant Chief Executive)
SIGNED and Dated: 15/09/2016