

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:

2925

Author:

Shelley Harrod

Department:

Strategy and Resources

Contact:

Shelley Harrod

(Job Title: Research, Engagement and Consultation Manager, Email: shelley.harrod@nottinghamcity.gov.uk, Phone: 01158765723)

Subject:

Joint procurement of the Citizens' Survey and Respect Survey 2017

Total Value:

Up to £114,000 (for 2 years) (Type: Revenue)

Decision Being Taken:

To jointly procure the Nottingham Citizens' Survey and the Respect for Nottingham Survey with the Crime & Drugs Partnership for one year (with the option to extend for a further year) in order to monitor progress against the targets in the Nottingham Plan to 2020, the Nottingham City Council Plan and the Crime & Drugs Partnership Plan 2016-2020, along with providing citizen insight to the Council and wider partnership, noting that the surveys will be commissioned and conducted separately.

To delegate authority to Corporate Director for Strategy and Resources to award the contract following the procurement process, and utilise the option to extend if it is required.

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 what it delivers for them. It 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.

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:	<p>Commissioning a merged survey costing the City Council between £40-£50,000 (depending upon methodology used and number of questions). This was rejected because the Council 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.</p> <p>Only commission the Respect Survey this year and move to a biennial cycle for the Citizens survey (saving around £25,000 this year). This was rejected as the results in the Citizen's survey have remained relatively static over the last few years (in fact there were only 2 statistically significant changes in results last year compared to the previous 12 months).</p> <p>Not commissioning either survey was rejected 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.</p>
---------------------------	--

Background Papers:	None
Published Works:	None
Affected Wards:	Citywide
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	EIA not required. Reasons: The decision does not relate to new or changing policies, services or functions.
Social Value Considerations:	N/A
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:	30/08/2017
Advice Sought:	Legal, Finance, Procurement
Legal Advice:	<p>This report raises no significant legal issues provided the contracts are procured in accordance with the City Council's Financial Regulations. Advice provided by Andrew James (Team Leader Contracts and Commercial) on 07/08/2017.</p>
Finance Advice:	<p>The cost of this decision is £57,000 which represents a small saving compared to the current methodology.</p> <p>The proposal is for a year's contract with the opportunity to extend for one further year.</p> <p>There is provision for the cost within service budgets contained in the medium term financial plan.</p> <p>Advice provided by Ian Greatorex (Finance Project Manager) on 01/08/2017.</p>
Procurement Advice:	<p>The report author is seeking approval to spend up to £57k per annum on the combined surveys. Whilst this figure does not demonstrate a large saving on current spend, combining the two surveys should produce a lower cost than the amount requested in this report(which is based on previous years spend when procuring separately). Market intelligence has previously suggested that the saving could be up to 40% on current costs (based on historical conversations with suppliers). In addition, the longer term contract (1+1) will be more attractive to the market and saves internal resources duplicating work year on year. On this basis Procurement supports the approach. Advice provided by Rosalie Parkin (Category Manager) on 07/08/2017.</p>
Signatures	<p>Jon Collins (Leader of the Council)</p> <p>SIGNED and Dated: 22/08/2017</p> <p>Candida Brudenell (Corporate Director for Strategy and Resources)</p> <p>SIGNED and Dated: 21/08/2017</p>