

24 OCTOBER 2013

**REPORT OF THE PORTFOLIO HOLDER FOR COMMUNITY DEVELOPMENT AND
VOLUNTARY SECTOR**

TAMWORTH BOROUGH COUNCIL COMMISSIONING PROGRAMME UPDATE

EXEMPT INFORMATION

None

PURPOSE

To update Members on Commissioning Cycle 2 including the numbers of tenders received by submission deadline of 30 September 2013.

To set out the next stages in the commissioning process leading to contract award and contract commencement on 1 April 2014.

To update Members on the implementation of the Public Sector Commissioning Framework, Commissioning Board and the outcome of the Decommissioning Guidance consultation.

RECOMMENDATIONS

That Members;

1. Endorse the progress so far on Commissioning Cycle 2
2. Endorse Tamworth Borough Council's Public Sector Commissioning Framework which now includes the decommissioning guidance document and endorse the continued development of this framework through informal consultation with members and partners
3. Endorse the draft Public Sector Commissioning Board terms of reference as a basis for further consultation with members and partners
4. Receive a further report with the results from the consultation on the framework and terms of reference for final approval.

EXECUTIVE SUMMARY**Commissioning Cycle 2**

Cabinet approved the commissioning intentions document at its meeting on 20 June 2013 including a £10k reduction in the allocated budget (see appendix 1) identified as a saving due to potential duplication of service provision. Subsequently Commissioning Board approved the service outlines for the seven tenders and the procurement process commenced on 22 July 2013. The deadline for applications was 2pm on Monday 30 September 2013.

The number of tenders received is as follows:

Practical Family Support	2
Debt and Generalist Advice	2
Infrastructure Support to Business & Third Sector	2
Mental Health/Crisis Intervention	1
Maximising income	2

Shop Mobility Service	1
Wild About Tamworth	1

Scoring of tenders is now taking place and will be completed, including any clarification process, by Monday 28 October 2013.

The outcome of the tender evaluation process will be reported to Commissioning Board at its meeting scheduled for 7 November 2013.

It is the intention to notify applicants of the outcome of the evaluation process by the end of November 2013. Contracts will be finalised by March 2014 with new services commencing from 1 April 2014.

Public Sector Commissioning Framework

Cabinet approved the implementation of the Public Sector Commissioning Framework at its meeting in June 2012. The framework has operated very effectively over the last 12 months. This new multi-agency approach has resulted in a £60k jointly funded healthy eating and physical activity commission with the County Council and better collaborative commissioning to achieve shared outcomes as part of our current commissioning exercise.

The framework attached as appendix 2 now includes the decommissioning guidance document which has been the subject of consultation following Cabinet approval in June of this year. The consultation period closed on 13 September and the revised document incorporating comments made is now part of our existing Public Sector Commissioning Framework. This document is a live document and will continue to evolve to provide an effective framework for collaborative and multi-agency commissioning in Tamworth.

Commissioning Board revised terms of reference

At the Cabinet meeting in June 2012, Cabinet also approved the evolution of the VCS Commissioning Board into a Public Sector Commissioning Board. Attached as appendix 3 are the draft revised terms of reference which will be tabled at the meeting of the Commissioning Board in November of this year. Final approval of these terms of reference by the Board will allow the Board to operate as a Public Sector Commissioning Board. This will ensure the Board is better placed to oversee multi-agency collaborative and joint commissioning of services for the people of Tamworth. The Commissioning Board will be responsible to report to Cabinet and Tamworth Strategic Partnership as appropriate. The Board's new terms of reference have been developed to respond to increasing opportunities to commission on a district and locality basis.

RESOURCE IMPLICATIONS

Contracts to the value of £151,000 per annum are being procured by Tamworth Borough Council under the Public Sector Commissioning Framework – Commissioning Cycle 2.

All the contracts under Commissioning Cycle 2, excluding Wild About Tamworth, will be let on a 2 + 1 year contractual arrangement commencing 1 April 2014. This potential break clause at the end of year 2 will allow the council to have some flexibility in respect of its longer term financial commitments.

The Wild About Tamworth contract will be from 1 April 2014 until March 2019 with an optional additional one year until March 2020.

LEGAL/RISK IMPLICATIONS BACKGROUND

TUPE may apply to the workforce of any incumbent contractor in relation to our existing

contracts. We have stated in the procurement documentation that where tenderers believe TUPE may apply they should obtain details from the incumbent contractor.

There is time in the procurement process following award of contract to address any TUPE issues and de-commission any existing services as necessary.

SUSTAINABILITY IMPLICATIONS

There are none arising from this report.

BACKGROUND INFORMATION

A thorough needs assessment exercise was carried out with key public sector commissioners prior to the development of the service outlines. Full details of this process were reported to Cabinet on 20 June 2013.

A final nine month performance report on the current contracts will be taken to Commissioning Board in April/May following contract close on 31 March 2014.

REPORT AUTHOR

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LIST OF BACKGROUND PAPERS

Council 15 September 2009 – Voluntary & Community Sector Commissioning Framework
Cabinet 20 June 2013 – Tamworth Borough Council Review of Commissioned Services
Cabinet 13 June 2013 – Public Sector Commissioning Framework

APPENDICES

Commissioning Intentions Document – Appendix 1
Updated Public Sector Commissioning Framework (including decommissioning guidance) – Appendix 2
Public Sector Commissioning Board – revised terms of reference – Appendix 3

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