

LONDON BOROUGH OF RICHMOND UPON THAMES**CABINET****DATE: 21 JULY 2011****REPORT OF: STRATEGIC CABINET MEMBER FOR EDUCATION, YOUTH AND CHILDREN'S SERVICES****LEAD OFFICER: HEAD OF PROTECTIVE AND PREVENTATIVE SERVICES****SUBJECT: COMMISSIONING OF PREVENTATIVE SERVICES****WARDS: ALL WARDS****KEY DECISION?: YES****IF YES, IN FORWARD PLAN?: YES****For general release****1. PURPOSE OF THE REPORT**

- 1.1 To inform Cabinet of the process being undertaken by the Education, Children's and Cultural Services (ECCS) directorate to procure a range of children and young people's services for 2012-13, and to seek Cabinet approval to procure services through this route.

EXECUTIVE SUMMARY

- 1.2 ECCS commissioned a range of services for early years, parenting, emotional wellbeing and mental health services for delivery in 2011-12 using the Single Quindrat Commissioning Board as a means of agreeing priorities. A total of eight services were procured to address identified needs in these three areas, with the contract period ending on 31 March 2012. ECCS is in the process of identifying other services to be procured in response to assessed needs and gaps in existing provision, as well as re-tendering the original eight services.

In March 2010 Cabinet agreed to the transition from grant-giving to a commissioning model. As a result the corporate grant budget for children's services was devolved to the Single Quindrat Commissioning Board alongside other grant funding streams in order to establish a more efficient and transparent approach to the commissioning of services. Support and advice was available from the Council and from Richmond Council for Voluntary Service (RCVS) to voluntary sector providers to enable them to engage in the commissioning process. Five voluntary sector providers successfully secured six of the eight available contracts.

On the basis of the learning achieved through the first round of procurement, ECCS now proposes to develop and extend the commissioning model to other areas of children's services, including short-break care for disabled children, speech and language therapy and primary mental health services. Some of these services will be jointly funded by the Council (using the Early Intervention Grant) and Primary Care Trust. The ambition for 2012/13 is to commission services on a two-year basis to start in April 2012, and September 2012 for speech and language therapy.

2. RECOMMENDATIONS

That Cabinet:

- 2.1 Agree the process for commissioning children's services as outlined in paragraph 3.13.**
- 2.2 Agree to receive a report detailing the outcome of the commissioning process in February 2012.**

3. DETAIL

- 3.1 In March 2010 Cabinet agreed that the voluntary sector grants budget that was currently funding children's and young people's services should be used to commission services that been identified as priorities by ECCS through a commissioning process.
- 3.2 In November 2010 ECCS set up the Single Quindrat Commissioning Board to agree what services needed to be procured through a competitive tendering process. The SQCB comprised of headteachers, internal management leads, Police and representatives from NHS Richmond and Richmond CVS.
- 3.3 The Single Quindrat Commissioning Board considered funding from a variety of funding streams including Sure Start, extended services and the voluntary sector grants budget to procure services from 2011/12. Eight services were identified to be contracted for through a Council-led procurement process, with the residual balance of the funding being made available to the Headteachers' Forum, Children Centre Advisory Board and Youth Advisory Committee to commission local services to meet the needs of children and young people.
- 3.4 The procurement process ran from December 2010 to February 2011 and resulted in all eight contracts being awarded. The award of the contracts followed the Council's procurement procedures set out in Contract Standing Orders.
- 3.5 The 2011/12 procurement process included an element of support and training for the voluntary sector. This consisted of training and telephone advice by Council officers on completing both the pre-qualification questionnaire and tender, as well as support from RCVS. An officer from RCVS was also involved in the marking of tenders as part of the assurance process and in giving feedback on the tenders and pre-qualification questionnaires. This good practice will be repeated in 2012/13 round.
- 3.6 Following the procurement round there was a meeting with the Children's Services Strategic Lead from RCVS and the Council's Corporate Grant Lead to discuss feedback from the voluntary sector and to enable the learning from the first round to help shape the process for 2012/13.
- 3.7 On the basis of the learning achieved through the first procurement round, ECCS propose to develop and extend the commissioning process to other areas of children's services, including short-break care for disabled children, speech and language therapy and primary mental health services. Some of these services will be

jointly funded between the Council (using the Early Intervention Grant) and the Primary Care Trust.

3.8 The Early Intervention Grant (EIG) is a new grant to enable local authorities to act more strategically and target investment where it will have the greatest impact, with greater flexibility to respond to local needs and drive reform. The grant is not ring-fenced so that local authorities are able to target the resources at areas of most local need. The government expects local authorities to use the new funding to support a wide range of services for children, young people and families, including

- Sure Start children's centres;
- free early education places for disadvantaged two-year-olds;
- short-break care for disabled children;
- targeted support for vulnerable young people;
- targeted mental health support in schools; and
- targeted support for families with multiple problems.

3.9 The priorities for children and young people for 2012/13 will, in the main, reflect these areas with the specific levels of support required identified through a full assessment of need. Needs assessments are being undertaken on short-break care for disabled children, emotional wellbeing and mental health, risky behaviour (including substance misuse and sexual health), and speech and language therapy.

3.10 The ambition for 2012/ 13 will be to commission services on a two-year basis to start in April 2012, and September 2012 for speech and language therapy.

3.11 The procurement process will involve competitive tendering and may result in existing local providers not securing a contract. ECCS is mindful of the impact that a withdrawal of funding may have on a small provider if they are unsuccessful in securing a contract, and the possible ensuing local interest. In order to assess this risk an impact assessment of the current providers will be undertaken by a lead officer.

The Procurement Process for 2012/13

3.12 Funding for the commissioned services will be from a combination of the EIG, the voluntary sector grant and NHS South West London (formally NHS Richmond). The list of areas to be included with an indicative level of funds available is listed in paragraph 5. At this stage the individual service specifications cannot be identified as the needs assessments are not yet complete.

3.13 The process and timescale is

Action	Timescale
Undertake a needs assessment including stakeholders as necessary.	March - July 2011
Identify funding available.	June 2011
Identify services to be commissioned in 2012/13 including the Equality Impact Needs Assessment (EINA).	July 2011

Action	Timescale
Agree funding and services at the Children and Young People's Executive Commissioning Group (formerly the Single Quindrat Commissioning Board).	July 2011
Undertake Impact Assessment for current providers.	July - September 2011
Develop service specifications and tender pack.	July - September 2011
Formal tendering round.	September - January 2012
Contracts awarded.	January 2012
Cabinet paper to update Members on the contracts awarded and the successful providers.	February 2012
Start date of new contracts.	1 st April 2012 or September 2012

4. CONSULTATION

Consultation for each service will vary. For the emotional health and wellbeing services there will be a consultation with young people to ascertain the priorities with a view to a more in-depth engagement in autumn 2011. For short-break care and speech and language therapy services there will be consultation events with young people, parents and other key stakeholders to seek their views. Feedback from Parent Forums in Children's Centres will be used to inform the priorities for early years' services.

5. FINANCIAL IMPLICATIONS

The financial values of the contract areas to be procured are set out below. Due to the value of the contracts, Contract Standing Orders requires the procurement route to be approved by Cabinet. It is likely that each contract area will include several services. The identification of these services will follow from the needs assessment.

Area	Year 1 value	Year 2 value	Total value
Early years and Children Centres	£550,000	£550,000	£1.1m
Emotional wellbeing and mental health	£370,000	£400,000	£770,000
Short-break care for disabled children	£500,000	£500,000	£1m
Parenting including intensive support	£75,000	£75,000	£150,000

6. POLICY IMPLICATIONS/CONSIDERATIONS

The procurement route for the commissioning of children's services is in line with the Council's move to become a commissioning Council with a reduced role in the direct

deliver of services. It is intended that this procurement route will ensure transparency, fairness, quality of service and improve the competitiveness of providers.

7. RISK ASSESSMENT

An internal risk assessment will be taken to understand the capacity needed to undertake the work within ECCS as there is no dedicated commissioning unit. Each potential provider will be risk assessed at the pre-qualification questionnaire stage to ensure that they would be able to deliver the service. Legal Services will be consulted on all aspects of the procurement process in order to minimise the risk to legal challenge on any decisions made. As set out in paragraph 3.11 above, an impact assessment will be undertaken to assess the feasibility of a current provider if their current funding is not available in 2012/13.

8. EQUALITY IMPACT/CONSIDERATIONS

An Equality Impact Needs Assessment will be undertaken when considering what services need to be specified. Within the procurement process there will be a consideration of the providers' approach to equality and diversity and this is reviewed at the pre-qualification stage and again in the tender documentation.

9. LEGAL IMPLICATIONS

Legal Services will advise on the procurement process. Service Level Agreements for each contract will be put in place for two years. Legal Services will advise on the detail of these agreements.

10. ENVIRONMENTAL IMPACT ASSESSMENT

There are no environmental impacts arising directly from this report.

11. CONTACTS

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