



AGENDA ITEM (9)

COMMISSIONING FRAMEWORK

Accountable Member	Councillor Mark F Annett Leader of the Council
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Purpose of Report	To provide the Committee with the opportunity to comment on the draft Commissioning Framework, including proposals for future performance monitoring.
Recommendation(s)	That the Committee considers the report and provides comments on the draft Commissioning Framework, including proposals for future performance monitoring.
Reason(s) for Recommendation(s)	To provide the Committee with the confidence that it will continue to receive appropriate commissioning advice and performance monitoring information

Ward(s) Affected	N/A
Key Decision	No
Recommendation to Council	No

Financial Implications	There are no specific financial implications associated with this report. Financial implications associated with specific commissioning activity will be reported at the appropriate time to the relevant Committee and/or to the Cabinet
Legal and Human Rights Implications	None
Environmental and Sustainability Implications	None
Human Resource Implications	None arising directly from this report
Key Risks	These should be mitigated by the existence of clearly established commissioning arrangements, in which the Council has confidence.

Equalities Analysis	No effect on protected groups identified
Related Decisions	None
Background Documents	Commissioning Framework
Appendices	Appendix 'A' - Draft Commissioning Framework Appendix 'B' - Draft Performance Monitoring Framework Template
Performance Management Follow Up	Forward any comments to relevant Members and Officers.
Options for Joint Working	The establishment of Publica is an example of joint working.

Background Information

1. Following the transfer of the majority of the Council's staff to Publica Group Ltd on 1st November 2017, it is necessary to set out formal arrangements between the two organisations for the commissioning of services. Whilst in effect these arrangements have always been in place, with the move to the company arrangements it is important that they are now more formally established, and written down, to ensure that the roles of all parties involved are clear.

2. In the majority of cases the Council is, and will continue to be, commissioning its services directly from Publica but in some instances, such as, for example, Leisure and Waste, the Council may wish to commission its services from other providers as it does now, and will expect Publica employees to assist it in that process.

3. The draft Commissioning Framework attached at **Appendix 'A'** sets out the stages that, together, form the 'commissioning cycle' and indicates who is responsible for undertaking each stage of the commissioning process. A more detailed version of the Framework has been produced to assist employees who will be involved in undertaking commissioning activities and this is available for inspection in the Members' Room.

4. It is important to recognise that commissioning is not simply about the procurement of services, but also includes the need for performance monitoring. Whilst the Overview and Scrutiny Committee and the Cabinet have historically received service performance information on a quarterly basis, the transfer of services to Publica provides the opportunity to review the information that is provided to ensure that it is fit for purpose and meaningful in terms of measuring both the quality of the services provided to the public, and progress against the Council's key tasks which are delivering the priorities set out in the Council Plan.

5. **Appendix 'B'**, therefore, sets out a draft template of a performance monitoring framework for the Waste Service. Members' views are invited in relation to the format of the information provided, prior to it being rolled out to all services.

6. In relation to the specific performance indicators, a revised set of proposed indicators relating to all relevant services will be submitted to the Overview and Scrutiny Committee in the early part of 2018, so that these can be agreed prior to being brought into use for the new financial year.

7. Next Steps

7.1 Subject to the views of Members, the Commissioning Framework will be amended and finalised. As this is an operational matter it does not require to be formally approved, but will be the Council's framework to guide its commissioning relationship with Publica and other organisations providing services on its behalf now and in the future.

7.2 As set out above, a full set of draft performance indicators will be submitted as relevant to the Overview and Scrutiny Committee, and the Cabinet, in early 2018 for approval. Once agreed, these performance indicators will be used to report on performance on a quarterly basis as usual.

(END)