

<b>Briefing title:</b>	<b>Improving access to procurement for SMEs and community groups in the Children and Adults Department</b>
<b>Briefing to:</b>	<b>Education and Business Scrutiny Commission</b>
<b>Briefing by:</b>	<b>Genette Laws, Director of Commissioning</b>
<b>Date:</b>	<b>16 December 2019</b>

## **1 Introduction**

- 1.1 This is a briefing note, which summarises how the Children and Adults Services (CAS) department seeks to ensure that small or medium enterprises (SMEs) and community groups have an equal opportunity to procurements.
- 1.2 The table in appendix 1 sets out the total annual spend of the CAS department, which is over £60 million, as published on the council's contracts register.
- 1.3 The CAS department has a Commissioning division that leads on procurements for care and support services. The division takes into account the council's Fairer Futures Procurement Framework (FFPF), which references the Economic Wellbeing Strategy. The Economic Wellbeing Strategy references support for SMEs to create apprenticeships.
- 1.4 The CAS department has a Market Position Statement that explains to existing and potential providers the department's intentions in terms of future procurement opportunities.

## **2 What works well**

- 2.1 The department holds quarterly provider forum meetings where all existing and potential providers of services can attend. At these meetings, information about council policies, such as FFPF, as well as engagement and procurement opportunities, which are advertised on the council's procurement portal are shared. At the next meeting, in January 2020, a SME provider will be presenting to the forum about their experience of signing up to the Mayor's Good Work Standard.
- 2.2 The department is an active member of the Public Sector/VCS Liaison Group and has presented papers about initiatives such as the Local Community Offer and how the council will support groups to network and create lead provider arrangements.
- 2.3 The department has used the competitive negotiation procedure for the procurement of services that are likely to attract voluntary and community groups. It has also created frameworks so that SMEs can successfully bid for contracts; their success being more likely if the contract value is such that their annual turnover would not be a barrier to being awarded a contract.

## **3 Areas for development**

- 3.1 To support the refresh of the Market Position Statement, commissioning and procurement officers will work with corporate colleagues to consider developing an offer of training opportunities to SMEs in the private and VCS sectors.

- 3.2 Although a recent ADASS<sup>1</sup> peer review, about Use of Resources, found that there is a committed commissioning team who have excellent relationships with providers; it also noted that the team needs to consider how to better understand the commercial realities for providers.
- 3.3 The minimum requirement for social value evaluation in tenders, of 15%, presents an opportunity for the department to think about how it could encourage bidders for large value contracts to use local SMEs and VCS groups as delivery partners, or within their supply chain, and in turn support local employment.

#### **4 Summary**

- 4.1 The department is working with colleagues and partners to address the areas for development and is working hard to maintain the areas that are working well.

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<sup>1</sup> ADASS – Association of Directors of Adult Social Services

## Table of spend on the contracts register

Contract Type	Annual Spend	No. of Providers
Care at Home (Adults)	£22m	5
Learning Disabilities Support Services	£9.8m	3
Supplementary Care at Home (Adults)	£7.4m	3
Mental Health Support Services	£2.9m	6
Reablement Services	£2.5m	2
Extracare and Night Owls	£2.4m	1
SEND Transport - School Buses	£2m	1
Integrated Community Equipment Service	£1.97m	1
Alternative Provision including Secondary Alternative Provision	£1.9m	17
Care at Home (C&YP)	£1.6m	6
16+ Support & Resettlement Service	£1.5m	2
SEND Transport - taxis	£0.95m	2
Various ICT contracts	£0.6m	11
Carers Information and Advice and Support Services	£0.57m	2
Adult Learning funding subcontracting	£0.4m	6
Language and Communication. Special Schools and under 5s	£0.3m	1
Short Breaks	£0.31m	5
Family Support Services	£0.35m	2
SWiSH	£0.26m	1
Home Learning/Portage (SEND)	£0.2m	1
Adults Advocacy	£0.13m	1
Young Carers	£0.12m	1
Translation and Interpretation	£0.18m	1
SEND Info and Advice (for Parents)	£.075m	1
Homecare electronic invoicing system	£0.04m	1
Funerals contract	£0.02m	1
Direct Payment support and DBS Applications for PAs	£0.07m	1
Family Group Conferences (FGC)	£0.07m	7
Family Drugs & Alcohol Court Consortium	£0.08m	1
Children Looked After Advocacy & Independent Visitor Service	£0.09m	1
<b>TOTAL Est. Annual Spend</b>	<b>£60.8m</b>	