

Commissioning & Procurement Joint Task& Finish Group Terms of Reference.

The council/VCS liaison group agreed that a task group should be established to address some of the current inconsistencies and to develop a whole systems council approach to commissioning of the third sector.

1. Aim:

- To streamline council commissioning, including grant aid and contract processes that engage the VCS.
- To maximise opportunities for a sustainable VCS in Southwark.
- To make recommendations to CMT and Cabinet for approval.
- Identify how streamlining commissioning can contribute to efficiency savings for the council and voluntary sector in the current financial context.

2. Objectives:

Principles:

- To identify a set of key principles which should underpin commissioning and procurement with the VCS.

Maximising external opportunity

- To promote joint public and VCS partnership to maximise external funding opportunities for Southwark.

VCS Engagement

- To support the development of commissioning processes that ensure that the VCS have opportunities to engage .

Process: high efficiency, low variability

- To ensure that commissioning processes are understood, efficient, transparent and consistently applied across the council.

New Opportunities.

- To recommend a mechanism which captures and makes the most of new initiatives e.g. Big Society

VCS Modernisation

- To share best practice in relation to public sector investment in VCS to support modernisation within the sector.
- To ensure that monitoring processes are consistent and co-ordinated.

3. Membership:

Membership will be open to:

- Council commissioners/procurement officers
- VCS organisations selected/elected for their expertise on commissioning and procurement by general invitation through Southwark Voice.
- Voluntary organisations that commission/give grants.
- Other relevant partners as identified.

4. Meetings:

Meetings to take place on a monthly basis until further notice.

Recommendations to be made to CMT and the Cabinet.

Membership will appoint a chair at its first meeting.

Reports to be submitted to the council/VCS liaison group.

Secretariat to be provided by the council.

Estimated timeline for completion – September 2011

Milestones to be agreed at the first meeting.