

**DECISION NO: PCCG-2012-015**

**OFFICE OF POLICE AND CRIME COMMISSIONER**

**TITLE: Commissioning**

**DATE: 13<sup>th</sup> December 2012**

**TIMING: Routine**

**PURPOSE: Briefing for the Strategy & Performance Board**

<b>1.</b>	<p><b><u>RECOMMENDATION</u></b></p> <p>That the Board consider the information contained within this briefing, be informed as to the current commissioning activity undertaken in preparation for producing a Commissioning Framework and a starting point of options for consideration of future work to produce a Commissioning Framework.</p>
<b>2.</b>	<p><b><u>INTRODUCTION &amp; BACKGROUND</u></b></p> <p>The Commissioner is responsible for setting policing priorities and holding the chief constable to account, they are also a commissioner of services which will improve the efficiency and effectiveness of policing and criminal justice arrangements in their local area.</p> <p>Decision Log No. 2012 / 003 refers to the recent decision by the Commissioner to allocate, Community Safety Partnership, Youth Offending Services and Drug intervention Programme funding as provided for the financial period 2013/14.</p> <p>The Commissioner retains the responsibility however for producing a commissioning model to commission appropriate police services within Gwent and other services that will support the reduction and the impact of crime. This indicates a more engaged and robust mechanism for securing services along the criminal justice continuum.</p> <p>The Commissioner will need to work effectively with other local leaders in the Gwent area and beyond, who can also provide significant resources. Their work will also include influencing how all parties prioritise and bring together their resources to tackle local problems and priorities. They will be free to pool funding with partners and will have flexibility to decide how to use their resources.</p> <p>The Commissioning Framework will be the vehicle which will inform the method and approach to achieving the commissioning need and which will inform stakeholders of the approach and arrangements that they will need to know to be actively involved in service commissioning to meet the Commissioner's priorities.</p> <p>The development of this commissioning function is new and not previously undertaken. As such it calls for consideration of a number of key elements to be put in place to provide for this statutory requirement. Supported by partners from Aneurin Bevan Health Board, a draft framework has been prepared in line with the APACE guidance specification which includes:</p>

	Task	Produced	Completed
	Police and Crime Commissioner Performance Framework <ul style="list-style-type: none"> <li>◆ Commissioning Framework</li> <li>◆ Decommissioning Policy</li> <li>◆ Commissioning Plan 2013/14 (Draft)</li> <li>◆ Minimum Service Specification</li> <li>◆ Commissioning Competencies Definitions'</li> <li>◆ Commissioning Team Structural Options</li> <li>◆ Draft Terms of Reference for proposed Commissioning Board.</li> </ul>	✓ ✓ ✓ ✓ ✓ ✓ ✓	Oct 12
	Commissioning structures potential options	✓	Oct 12
	Tips of how to bid for Public Sector Tenders	✓	Oct 12
3.	<p><b><u>ISSUES FOR CONSIDERATION</u></b></p> <p>Working with partners across the local landscape, there will be a need to develop a common approach to a range of crime and community safety issues, and the Commissioner will need to find the best ways of engaging with these partners in order to achieve consensus on a way forward.</p> <p>Flexibility exists in the arrangements that can be entered into when commissioning services locally. It is open to the Commissioner and partners to pursue innovative approaches to commissioning; including joint commissioning, flexible contracts, payment by results, participatory budgeting and other innovative approaches to commissioning that may be developed locally.</p> <p><u>For the Commissioner's Agreement:</u></p> <ul style="list-style-type: none"> <li>a. Agreement on the proposed Action Plan to progress commissioning requirements (attached at Annex A).</li> <li>b. Agreement to establish a Commissioning Advisory Board, identified as best practice and membership.</li> </ul>		
4.	<p><b><u>NEXT STEPS</u></b></p> <p>If the Commissioning Advisory Board is to be established Annex A provides options for a timeframe for actions going forward.</p>		
5.	<p><b><u>FINANCIAL CONSIDERATIONS</u></b></p> <p>There is no current budget to resource the administration of the Commissioning Framework requirements. Whilst some tasks are carried out as part of other role requirements, i.e. Engagement / procurement, specific commissioning requirements would require additional resource. Some options for resourcing the commissioning work are provided in the draft framework documentation.</p>		
6.	<p><b><u>PERSONNEL CONSIDERATIONS</u></b></p> <p>Future personal considerations should be a task for the Board who will need to report back to the Commissioner in due course.</p>		

7.	<p><b><u>LEGAL IMPLICATIONS</u></b></p> <p>The Act requires that Commissioners make grants to organisations aside from the police (including but not limited to community safety partnerships) which includes any organisation or body they consider will contribute to securing, crime and disorder reduction in their area.</p>
8.	<p><b><u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u></b></p> <p>It will be important to remember that the Commissioner cannot delegate or remove themselves from their equality duties. This equally applies to the commissioning of services as it does to any other activity. It also applies when the Commissioner asks others to commission services on their behalf.</p> <p>This project/proposal has been considered against the general duty to promote equality, as stipulated under the Strategic Equality Plan and has been assessed not to discriminate against any particular group.</p> <p>Consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998 in preparing this report.</p>
9.	<p><b><u>RISK</u></b></p> <p>Commissioners have a specific interest and duty to ensure agencies work together effectively to meet the police and crime objectives. The provision and advertisement of a transparent and effective commissioning model will mitigate risks if progressed with stakeholder involvement in mind.</p>
10.	<p><b><u>PUBLIC INTEREST</u></b></p> <p>The provision of an effective and efficient commissioning service is important in terms of meeting the requirements of the community in relation to crime and safety. To that end, a clear, standardised and transparent process will be preferential and which is readily available to anyone who might be in a position to support the Commissioners policing priorities through their service delivery.</p>
11.	<p><b><u>CONTACT OFFICER</u></b></p> <p>Neil Taylor, Senior Policy Manager</p>
12.	<p><b><u>ANNEXES</u></b></p> <p>A. Proposed Commissioning Action Plan</p>

Proposed Commissioning Action Plan

Annex A

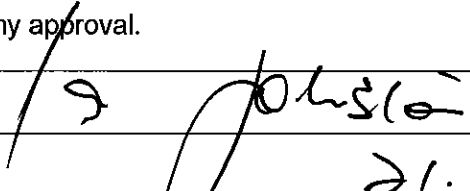
Action	2012/13					2013/14	2014/15
	Nov	Dec	Jan	Feb	Mar		
PCC Needs Assessment:							
<ul style="list-style-type: none"> <li>▪ Collate needs assessment data</li> <li>▪ Police and Crime Plan</li> <li>▪ Public/Community engagement feedback</li> <li>▪ British Crime Survey information</li> <li>▪ National targets and performance levels</li> <li>▪ LA Needs Assessments</li> </ul>	✓	✓					
Set up a Commissioning Board			X				
Decide on Commissioning Structure			X				
Finalise Analysis of Funding Sources	✓	✓	X				
Adoption of PCC Commissioning Framework	✓	✓	X				
Produce details of Committed Spend	✓	✓					

Item 2I

Where we are now / Produce Unified Needs Assessment	✓	✓	X	X	X		
Public engagement and consultation	✓				X	X	
Decision made on current commitments (status quo?)	✓	✓			X		
Decision made on commissioning approach	✓	✓	X				
Set commissioning priorities for 2013/14	✓		X		X		
Decision on how to engage with provider organisations	✓			X			
Approval of tender document / Sample tender document						X	
Approval of baseline specification					X		
Methodology on publicising priorities and inviting bids					X	Aug	
Invitation to bid issued for Victim Services if funding					X	Aug	
Bids received and successful bidders notified						Dec	
Decommissioning commenced if required							Jan
Monitoring of project against agreed outputs							Apr +

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Consultation:	Tick to confirm (if applicable)
<b>Financial</b> The Treasurer has been consulted on this proposal.	√
<b>OPCC (insert name)</b> The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	√
<b>Legal</b> The legal team have been consulted on this proposal.	√
<b>Equalities</b> The Equalities Officer has been consulted on this proposal.	√

<b>Chief Executive/ Deputy Chief Executive:</b>  I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report.  I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.
<b>Signature:</b>  S A Basso
<b>Date:</b> 09/12/12
<b>Police and Crime Commissioner for Gwent</b>  I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct.  The above request has my approval.
<b>Signature:</b>  
<b>Date:</b>  21.12.12