

Report to Cabinet
15 March 2017
Report of Strategy manager
Subject An overview of external relationships, contracts and grants
2017-18

Item

10

KEY DECISION

Purpose

To consider commissioned services for the period 2017-18. These are both planned and current relationships with external organisations including partnerships, grants, contracts and shared services.

Recommendation

To note the partnerships and business relationships and contracts registers, as well as the grants to be awarded for 2017-18.

Corporate and service priorities

The report helps to meet all the corporate priorities

Financial implications

All arrangements funded within existing budgets

Ward/s: All Wards

Cabinet member: Councillor Waters - Leader

Contact officers

Adam Clark, Strategy manager 01603 212273

Tracy Woods, Business relationship and procurement manager 01603 212140

Background documents

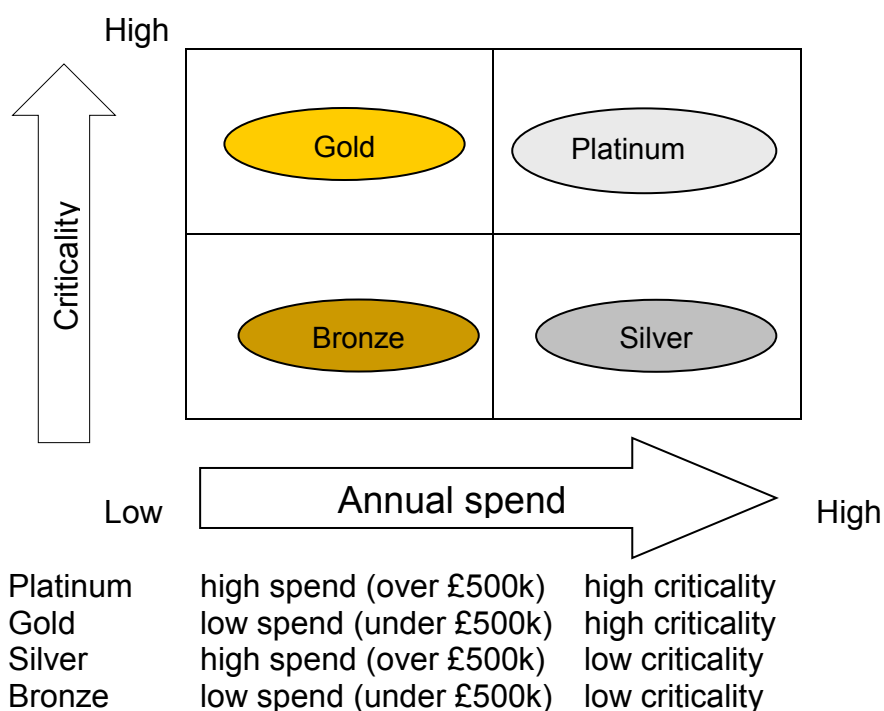
None

Background

1. This report provides an overview of the council's formal relationships with external agencies, focusing mainly on commissioned services. It collates the current and proposed contractual, partnership and grant relationships across the council in one central place. This ensures a transparent and comprehensive picture for decision makers. Analysis is below, with detailed information in the Appendices. Bearing in mind the number of partners and contractors we work with, this is an overview and therefore further information is available upon request. Some information is for the previous financial year, others are intended for the coming financial year.

Contract Relationship Management

2. Contract managers are required to carry out contract monitoring. On an annual basis the contract managers for the platinum and gold contracts complete and return to the procurement team a contract performance review checklist.
3. In 2016/17 the numbers of contracts that fall within the platinum and gold categories have increased. In total there are:
 - 12 'platinum' = high spend (over £500k) and high criticality business relationships and contracts
 - 23 'gold' = low spend (under £500k) and high criticality business relationships and contracts
4. Each contract is categorised using the matrix below:



5. A review took place of the contract monitoring documentation in 2016/17 which resulted in changes to areas that required monitoring for example the addition of a Modern Slavery Act 2015 question.

6. Figure 1 – Checklist results returned for the platinum contracts:

Area of Review		
RAG (Scoring System)		Movement Where questions were asked in both 2016 & 2017
Green	327	5 ↑
Amber	42	259 ↔
Red	6	9 ↓
N/A	4	

Contract managers will have agreed measures in place with the relevant contractors to achieve improvements for the red or amber responses. These areas in particular will be highlighted at client contractor performance reviews.

7. Appendix 1 contains a chart outlining the values of the platinum and gold business and contract relationships in place.

Partnerships Register

8. The register now records 35 partnership arrangements and their corresponding partnership significance score which is the one more than last year. Two partnerships have been removed and three added.

9. Partnerships removed:

(a) Norfolk drug and alcohol partnership

The drug and alcohol partnership has ceased to meet from January 2016 following a transfer of responsibility for the commissioning of drug and alcohol services to the Director of Public Health.

(b) Norfolk Youth Justice Board

Norwich City Council provided a district presence on the NYJB and this has been moved to another district council from January 2016 due to a change in role of the lead officer.

10. Partnerships added:

(a) Digital Inclusion Project

The Digital Inclusion Project started in April 2015 to support the digital inclusion agenda in the city. There is a Steering Group which led by Norwich City Council and the council's lead officer is the Digital Inclusion Project Co-Ordinator. There are a number of partners in the project, including voluntary and community sector organisations and housing associations. The project, which scores as moderately significant, is due to run until at least March 2018.

(b) Norwich Early Help Hub (NEHH) Partnership

This is a multi-agency partnership governance board which was established in May 2015 to drive the delivery and development of NEHH for Norwich. The partnership is led by Norwich City Council as NEHH host and Jo Sapsford, Early intervention and community safety manager, is lead officer. Other organisations in the partnership are Norfolk County Council children's and adult services, NHS Norwich CCG, Norfolk Healthy Child Programme, Norfolk Constabulary and NHS Norfolk Mental Health Trust. The partnership scores with minor significance.

(c) River Wensum Strategy Partnership

This partnership was established in December 2014 to develop and implement a joint strategy for the River Wensum, aiming to manage the River Wensum and surrounding area for the benefit of the city and its residents, while also increasing access to, and use of, the river itself. Cllr Stonard chairs the project board and the council's lead officer is Judith Davison, Planning Policy Team Leader (Projects). Norwich City Council is the lead partner and other partners are the Broads Authority, Norfolk County Council, Environment Agency, Wensum River Parkway Partnership. The partnership scores as moderately significant.

Highly significant partnerships

11. Through implementing the corporate governance framework the council has identified the same two highly significant partnerships as last year:

(a) Norfolk Safeguarding Children Board (NSCB)

(b) Norwich & HCA Strategic Partnership

12. These highly significant partnerships will be assessed more rigorously for the strength of their governance arrangements, taking into consideration that governance arrangements should be proportionate to the risks involved.

Analysis of partnerships which are not highly significant

13. The majority of partnerships have remained static within their significance bandings with only the following changes:
14. Norfolk Biodiversity Partnership (NBP) has changed from moderate to minor significance. This is due to Norfolk County Council, who host the NBP, deleting the post of co-ordinator so we have ceased our financial contribution. The plan is for the partnership to continue but it is not clear in what format.

15. The following partnerships which are not overall highly significant contain individual lines that score highly and may require further focus. In particular, this supports the chief finance officer to review the financial performance of those partnerships which are financially highly significant but not classified as highly significant overall:
- (a) Greater Norwich Growth Board
 - (b) Norfolk and Norwich Festival
 - (c) Writers Centre Norwich
 - (d) Norfolk Community Safety Partnership, which is not highly significant scores a five in relation to the purpose of the partnership: 'Is the council required to set up the partnership by law or in order to receive additional funding or to meet the requirement of an assessment regime?'
16. Eighteen of the 35 partnerships on the register score four or five in relation to links to corporate priorities: 'To what extent does the partnership contribute to the achievement of priorities in either the corporate plan or a service plan?'
17. The exact amount of direct financial contribution the council makes to each partnership can be seen in Appendix 1. The total sum contributed in 2016-17 compared to 2015-16 has increased by just under £75,000. This is largely due to a contribution of £22,000 to the Digital Inclusion Project which is new to the register this year, and an extra £50,000 towards the joint team who are updating the Greater Norwich Local Plan, in addition to the usual contribution to the Greater Norwich Growth Board.

Voluntary, community and social enterprise sector grants

18. A total of £256,000 amount has been made available in annual grants to voluntary, community and social enterprise (VCSE) sector organisations for 2017-18. This includes grants have been extended as they remain effective. There have been no new awards as part of the annual grants programme although there will be some more funding available for further grants during the course of the year. Details of these will be published at an appropriate time.
19. Details of the awards can be found in appendices 1 and 2. Awards have been made against all corporate priorities, other than 'A healthy city with good housing' and 'Value for money services'. The 'healthy city with good housing' priority is met through a range of partnerships and commissioned services, including the council's participation in Healthy Norwich. This partnership has awarded around £40,000 worth of funding to the VCSE sector in 2016, and will award a further £40,000 of funding in 2017 to fund activities which support the Healthy Norwich priorities. These are not represented in this report. The funding previously awarded for voluntary sector infrastructure under the 'value for money' priority is being reviewed as part of the council's wider review of VCSE engagement and community enabling.

20. The amount awarded under each priority can be seen in the following table:

Corporate Priority	2016-17	2017-18
Fair city	£209,500	£209,500
Prosperous and vibrant city	£57,725	£32,500 (at time of publication)
Safe, clean and low carbon city	£15,000	£14,000
Value for money services	£24,603	£0 (at time of publication)
TOTAL	£306,828	£256,000

21. Small grants and partnership organisations have not been included in the breakdown of grants in Appendix 1. Small grants are for £500 or less are agreed twice a year and listed on the website when awarded.

22. Additionally we provide grants 'in kind' to the value of £23,899, which covers 35 separate arrangements ranging in value from £30.00 to £3,000. Under these arrangements we provide 'in kind' support to a range of VCSE organisations through such things as officer time, use of buildings and parking space. These are outlined against service area in Appendix 1. This is a lower total value than in the previous year, owing to the two large value 'in kind' arrangements in that previous year, although there has been an increase in the number of organisations supported.

Integrated impact assessment



NORWICH
City Council

The IIA should assess **the impact of the recommendation** being made by the report

Detailed guidance to help with completing the assessment can be found [here](#). Delete this row after completion

Report author to complete

Committee:	Cabinet
Committee date:	15 March 2017
Director / Head of service	Adam Clark
Report subject:	An overview of external relationships, contracts and grants 2017-18
Date assessed:	1 March 2017
Description:	A register of intended relationships and funding for external organisations

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Value for money remains a criteria for assessment of all relationships within this report
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Continued funding of a new model of financial inclusion delivery
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Through commissioning grants and contracts to organisations promoting welfare and well being of vulnerable residents
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Through commissioning grants and contracts to organisations promoting welfare and well being of vulnerable residents
Health and well being	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Through commissioning grants and contracts to organisations promoting welfare and well being of vulnerable residents

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Specific grants to support cohesion agenda and the corporate 'fair city' priority.
Eliminating discrimination & harassment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Specific grants to support cohesion agenda and the corporate 'fair city' priority.
Advancing equality of opportunity	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Specific grants to support cohesion agenda and the corporate 'fair city' priority.
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Specific grant around city access
Natural and built environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grants and partnerships related to natural and built environment
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments

	Impact			
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment

Positive

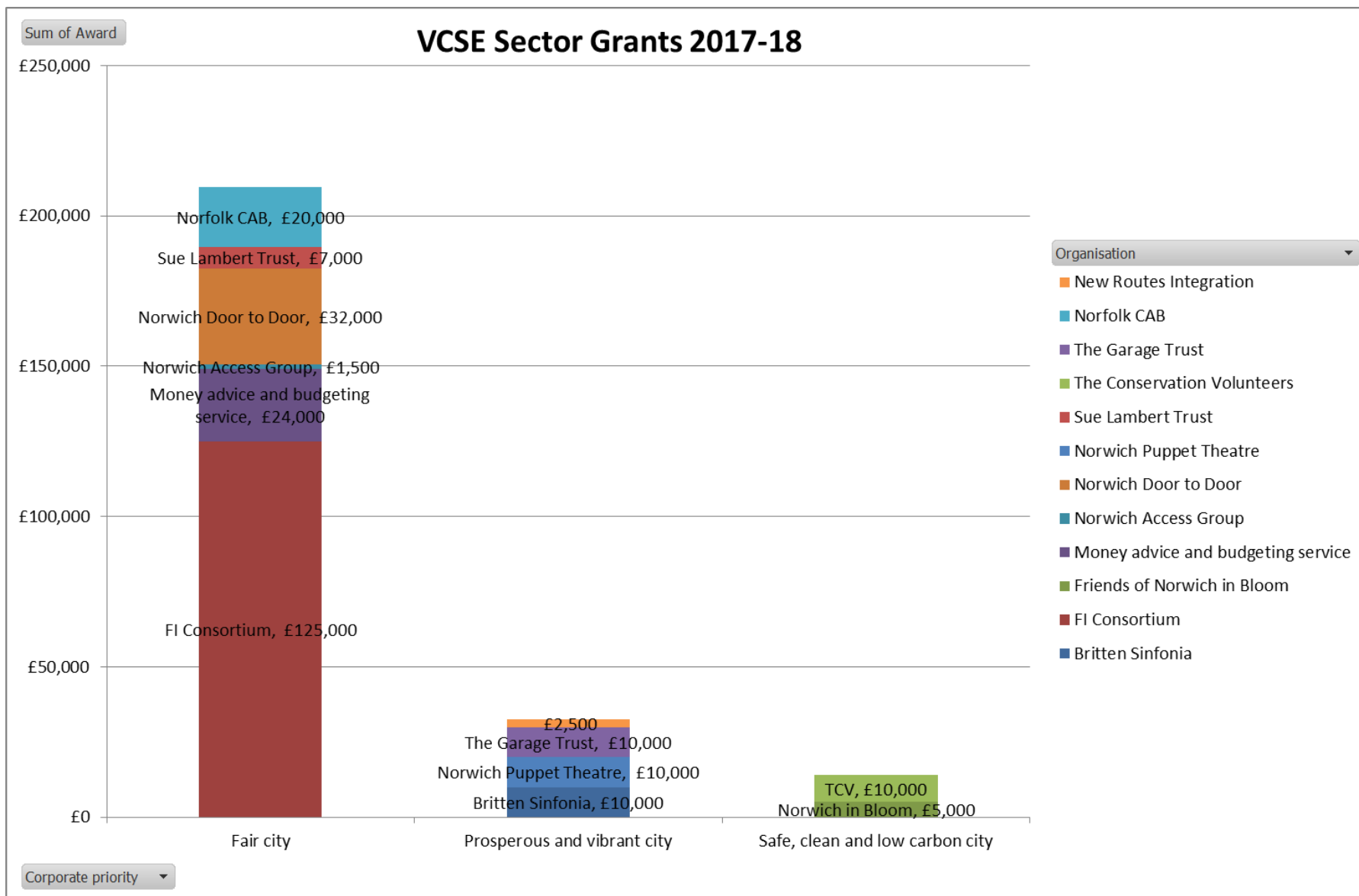
Ensure grants and partnerships processes continue to reflect wider relevant strategies, including reducing inequalities, environmental policy and Healthy Norwich. Explore opportunities to ensure greater cohesion between grants, partnerships and other council activities.

Negative

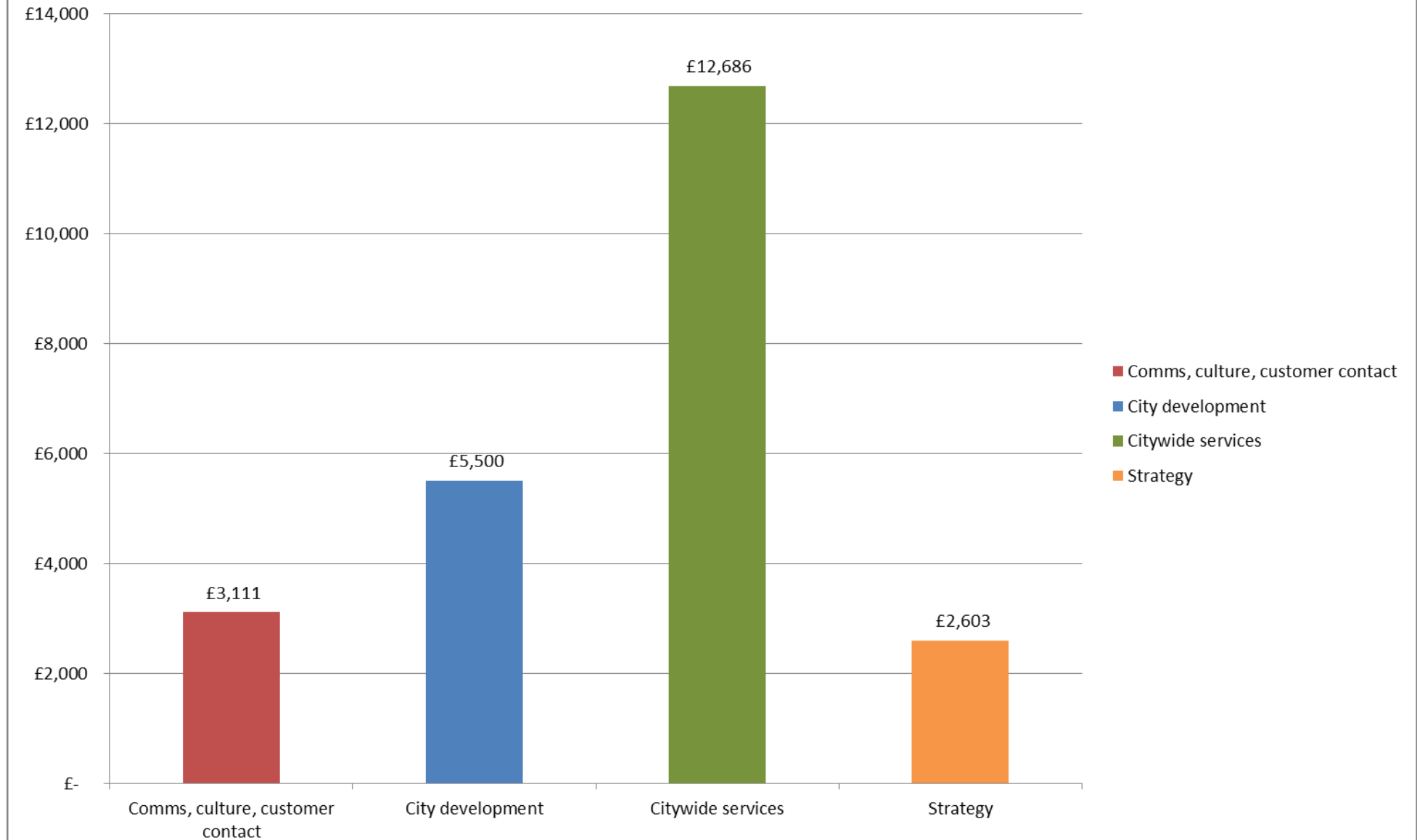
Neutral

Issues

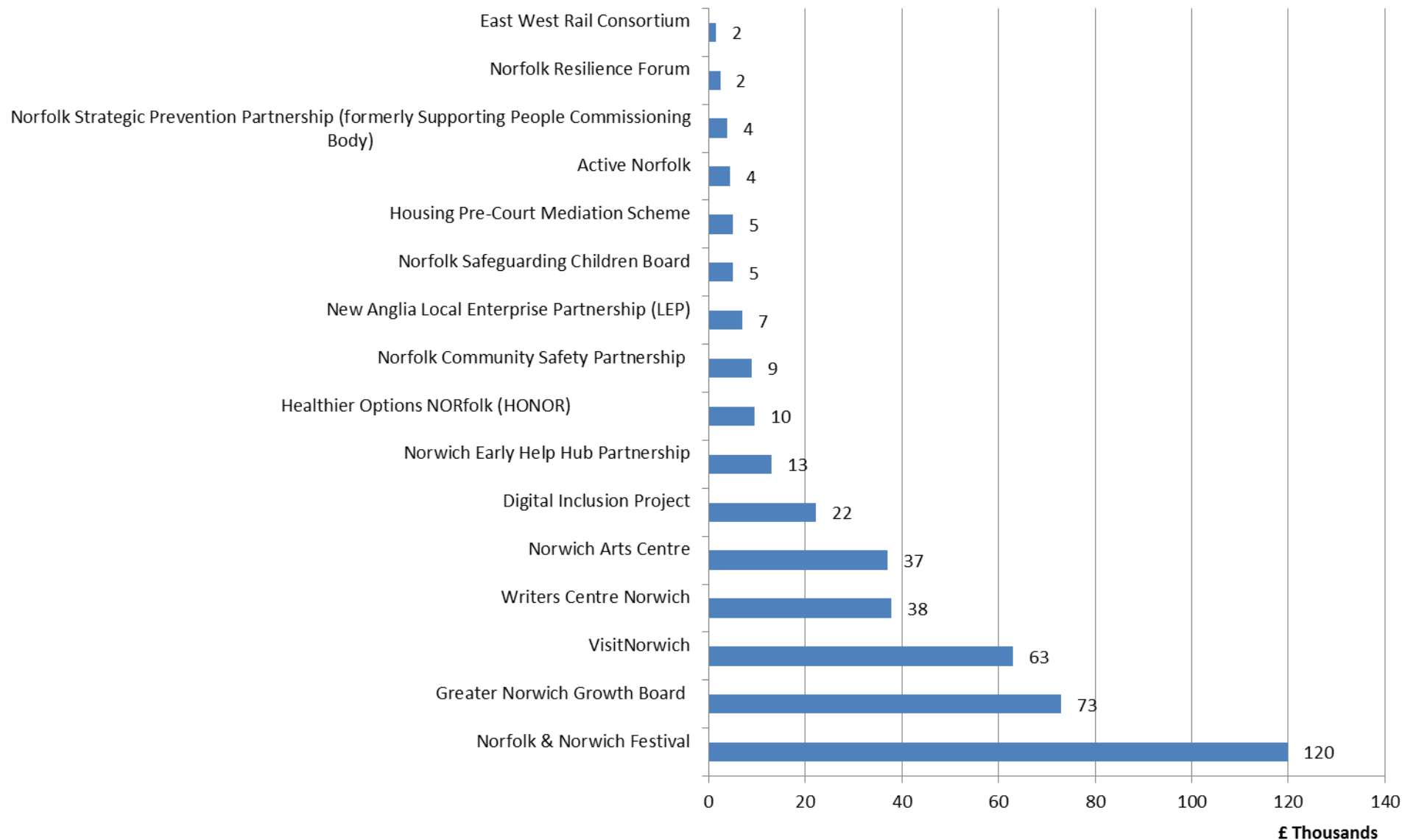
Appendix 1 – please note that the graph below covering VCSE grants shows the upcoming 2017-18 financial year grant award decisions that have been made, whereas other graphs show existing arrangements for the current financial year 2016-17



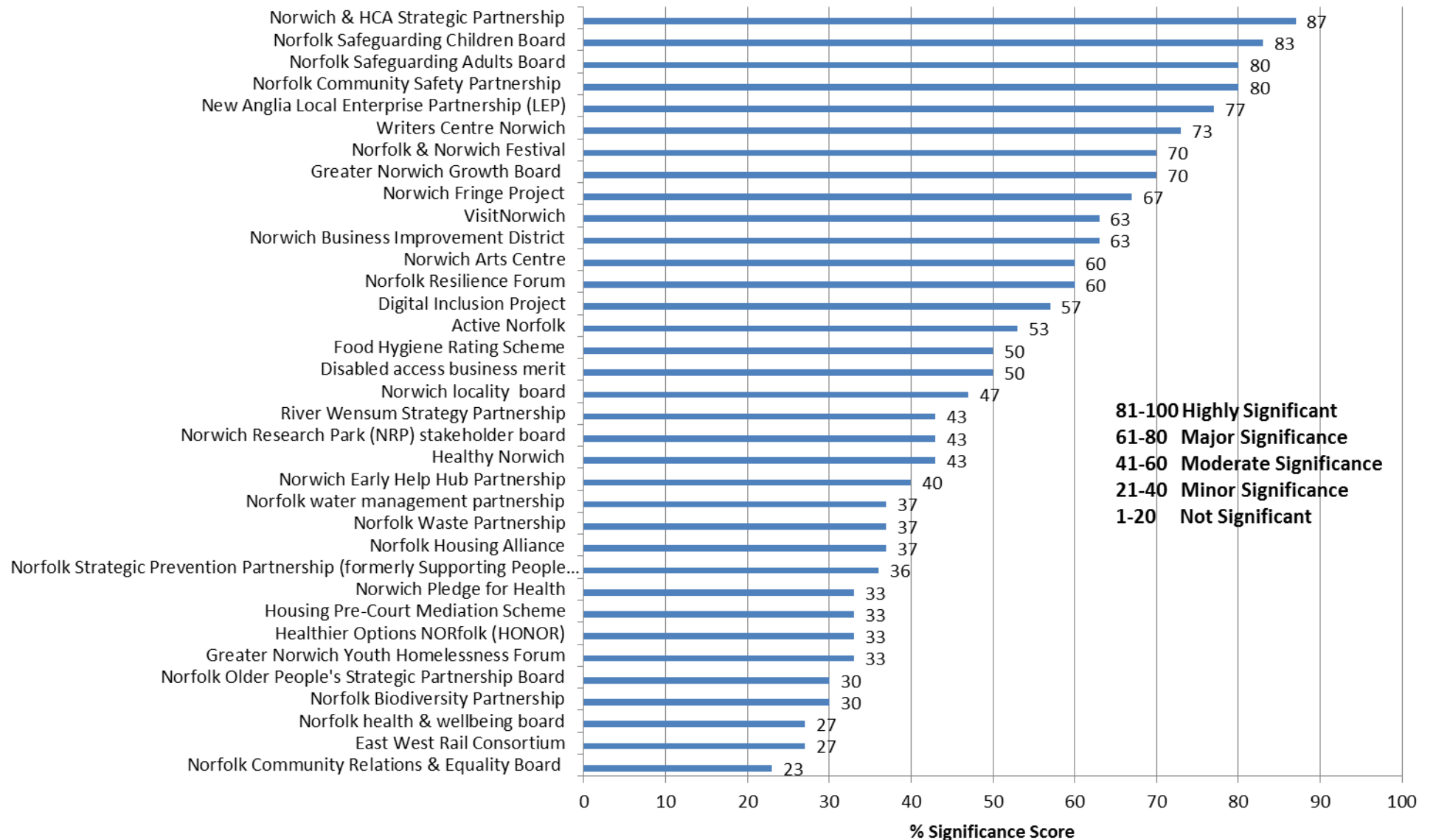
Grants in Kind Value 2016-17

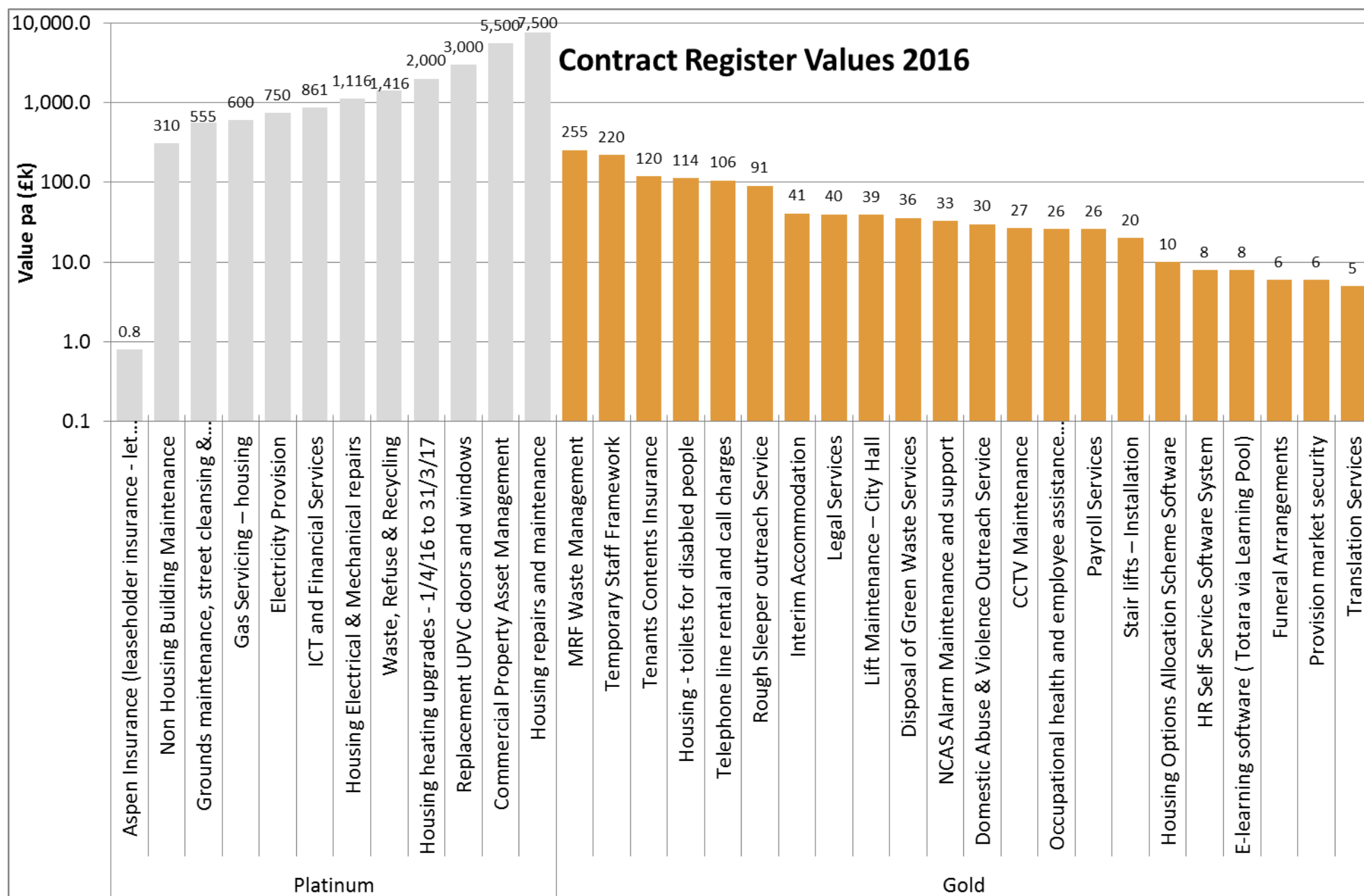


Direct financial contribution made to the partnership 2016 -17



Partnerships register significance score (%)





Grants 2017-18

Sums shown in the Award column are just for this year.

All have been extended by one year from 2016-17; no new awards this year.

Organisation	Period of award	Activity	Award
Fair city			
Financial Inclusion Consortium (NCLS, Age UK Norwich, Equal Lives, MAP and Shelter)	1 April 2017 to 31 March 2018	A grant to work in partnership to deliver a range of social welfare advice, casework and representation services in order to reduce financial and social exclusion and inequalities.	£125,000
Money Advice and Budgeting Service (MABS)	1 April 2017 to 31 March 2018	A grant to provide an innovative debt consolidation and repayment service for families struggling financially, across the whole of Norwich.	£24,000
Norfolk CAB	1 April 2017 to 31 March 2018	A grant to support Norwich residents around social welfare issues through triage, initial advice and information, signposting and referral to other advice and support services.	£20,000
Norwich Access Group	1 April 2017 to 31 March 2018	A grant to support a local advocacy group of disabled people who are actively involved in trying to improve access for disabled people to all aspects of life in the city of Norwich and surrounding area.	£1,500
Norwich Door to Door	1 April 2017 to 31 March 2018	A grant to fund core costs to deliver a subsidised 'dial a ride' type accessible bus transport, to disabled children and adults and older mobility impaired people.	£32,000
Sue Lambert Trust	1 April 2017 to 31 March 2018	A grant to support core costs of providing a helpline and counselling service for men and women survivors of sexual abuse, past and present.	£7,000

Organisation	Period of award	Activity	Award
Prosperous and vibrant city			
Britten Sinfonia	1 April 2017 to 31 March 2018	A grant to contribute towards core costs of delivering the orchestra lunchtime and evening series of concerts in Norwich and creative learning activity in the community.	£10,000
New Routes Integration	1 April 2017 to 31 March 2018	To support the delivery of events during Refugee Week in June 2017.	£2,500
Norwich Puppet Theatre	1 April 2017 to 31 March 2018	A grant to support the only puppet theatre in England outside of London in its ongoing linked education and production programme.	£10,000
The Garage Trust	1 April 2017 to 31 March 2018	A grant to provide a programme of live performances and events by new, emerging and professional artists and companies relevant to the interests of young people, along with accredited vocational training courses for young people aged 11 to 25; in particular those from disadvantaged backgrounds.	£10,000
Safe, clean and low carbon city			
The Conservation Volunteers	1 April 2017 to 31 March 2018	A grant to operate practical environmental projects in Norwich to enable local people to help care for and improve their local environment, as well as develop practical conservation skills, life skills, experience and confidence.	£9,000
Friends of Norwich in Bloom	1 April 2017 to 31 March 2018	A grant to run local floral competitions and encourage wider support for horticultural or environmental improvements. As a group of volunteers working in partnership with the community and local businesses, it achieves recognition in national competitions demonstrating how Norwich manages its attractive and clean image.	£5,000