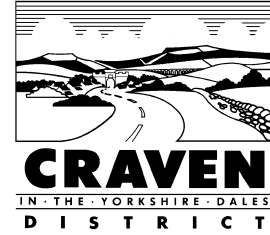


Policy Committee – 3rd November 2015

STRATEGIC PARTNERSHIP - UPDATE



Report of the Corporate Head – Business Support

Ward(s) affected:

1. **Purpose of Report** – To update Members on the progress of establishing a strategic partnership for the delivery of Revenue, Benefit and IT services.
2. **Recommendations** – Members are recommended to:-
 - 2.1 Note the progress made to date.
 - 2.2 Authorise the Corporate Head – Business Support, to manage the next stages of the procurement process to establish a Revenues, Benefits and IT strategic partnership.
 - 2.3 Request a further report informing Policy Committee of the outcome of outline and detailed solution stages and to seek approval to go out for final tender.
3. **Background**
 - 3.1 In January 2015 Policy Committee considered a report which set out the potential to test the market and identify a commercial partner for the delivery of the Council's Revenues, Benefits and IT services. This is in conjunction with Selby District Council who are also seeking a partner for the delivery of their Revenue and Benefits service. Policy Committee authorised the Director of Services to issue an expressions of interest to undertake a competitive dialogue process with a view to establishing a strategic partnership for the delivery of these services.
 - 3.2 The competitive dialogue procurement process allows CDC and Selby to discuss its requirements in detail with potential partners and establish the scope of the service and the appropriate delivery vehicle. This report provides an update on the progress to date and the next steps.

4. Summary

- 4.1 A Project Board has been established to ensure effective oversight of the process. The Project Board consists of Samia Hussain from CDC and Mark Steward and Karen Iveson from Selby District Council. The Board receives legal and procurement advice on an on-going basis from the North Yorkshire Procurement Partnership.
- 4.2 Following procurement advice, officers undertook pre market discussions with several potential providers. These discussions enabled the development of an OJEU notice and accompanying documentation which would be attractive to potential providers. From these discussions, it was identified that the most effective way to generate commercial interest in the proposal was to set out the outcomes both councils were seeking and let the market use its experience to determine the best legal formation of that company.
- 4.3 The OJEU notice was placed on 14th of August and a total of eight returns were received by the deadline of 18th of September. At this stage the returns are expressions of interest which identify a potential providers' interest in the proposal but contain little detail as to the delivery method. This detail will be developed in dialogue sessions with the companies. The Project Board met on 1st October 2015 and seven submissions were taken to the next stage of the process as one of the submissions failed to score over 50%
- 4.4 The next stage of the process allows officers from both Councils to meet with prospective providers before the return of the Outline Solutions. This meeting allows both parties to ask relevant questions to understand more about the perspective structure of any partnership. Outline solutions are then returned before a further round of dialogue takes place with a view to reducing the number of bidders to three by Christmas 2015.
- 4.5 Officers will progress through this stage of the process examining outline solutions and then more detailed responses, before returning to Policy Committee early in 2016 for approval to proceed to final tenders. At this stage officers will be in a position to discuss the detail of the bids and the impact on the Council.

5. Financial and Value for Money (vfm) Implications

The resources required to undertake the Competitive Dialogue process can be met from within existing budgets. Further reports would be submitted setting out the detailed financial implications of any proposal once the details of that proposal (or proposals) are developed through the Competitive Dialogue process.

6. Legal Implications

The next steps as set out in this report would ensure compliance with current procurement legislation and the Procurement Procedure Rules set out in the Council's Constitution. Further reports will be submitted setting out the detailed legal implications of any proposal once further details of that proposal (or proposals) are developed through the Competitive Dialogue process.

7. Contribution to Council Priorities – A strategic partnership will aim to support the Council Plan 2015 – 2018 through the Enterprising Craven and Financial Resilience priority.

8. Risk Management – All risks will be managed in accordance with Procurement processes.

9. Equality Analysis – At this early stage an impact assessment has not been completed. An assessment has been scheduled for completion by the end of the dialogue stage in the process, by which point officers will have a much greater understanding as to the formation of any partnership.

10. Consultations with Others – Consultation and engagement with staff and unions is taking place on a regular basis and will continue throughout the process.

11. Access to Information : Background Documents – None

12. Author of the Report – Samia Hussain, Corporate Head – Business Support. email shussain@cravenc.gov.uk telephone 01756 706207

Note : Members are invited to contact the author in advance of the meeting with any detailed queries or questions.