

**APPROVAL TO RETENDER SOUTH FENLAND CHILD AND FAMILY CENTRE SERVICES**

**To:** Children and Young People's Committee

**Meeting Date:** 16 December 2019

**From:** Executive Director: People and Communities

**Electoral division(s):** All Fenland Divisions

**Forward Plan ref:** 2019/061      **Key decision:** Yes

**Purpose:** To seek Committee's agreement to commissioning the Fenland Child and Family Centre Services.

**Recommendation:** The Committee is recommended to:

a) Agree to the tender of the South Fenland Child and Family Centre Services, as part of a joint tender exercise with Peterborough City Council;

b) Delegate authority to the Executive Director for People and Communities to commit funding at the time of the award of contract.

<b><i>Officer contact:</i></b>		<b><i>Member contacts:</i></b>	
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## **1. BACKGROUND**

- 1.1 Sure Start Children's Centres have been established to improve outcomes for young children and their families and reduce inequalities, particularly for those families in greatest need of support. The provision of children's centre is a statutory duty for Local Authorities, details of which are included in the Sure Start Children's Centre Guidance April 2013
- 1.2 This report seeks approval to proceed to competitively tender the provision of the child and family centre services currently delivered by external partners in South Fenland area (covering March, Chatteris and Whittlesey).
- 1.3 The Children and Young People's Committee considered a report regarding the South Fenland Child and Family Centre Services on 8<sup>th</sup> October 2019. At this meeting, approval was given to the award of contract to Ormiston Families Trust for delivery of the South Fenland (Chatteris, March and Whittlesey) Child and Family Centre Services, from 1 April 2020 to 30 September 2020.
- 1.4 Members of the Children and Young People's Committee were also advised of the intention to go out to tender for the South Fenland Child and Family Centre services as part of a joint tender exercise with Peterborough City Council, a contract that would commence on 1 October 2020. Councillors were asked to consider what information they would want to see included in this report, prior to formally approving the request to go out to tender. Information was requested on clarifying services that were provided by external organisations and internal services. This is included in the main body of the report below.

## **2. MAIN ISSUES**

- 2.1 This report seeks Committee approval to proceed to tender for the South Fenland Child and Family Centre Services. It is proposed to proceed with a joint tendering process with Peterborough City Council, to tender all of the *externally* delivered contracts across Peterborough and Cambridgeshire. Contracts will end at the same time to ensure service efficiencies across the authorities can be achieved.
- 2.2 Child and Family Centre services across Cambridgeshire are delivered by a variety of provision:-
  - internally through Early Help Services provision, and through two maintained nurseries, via a Memorandum of Agreements,
  - externally via contract with Ormiston Families Trust.
- 2.3 Services are built on four elements of delivery:
  - an online offer,
  - Child and family centres
  - Child and family zones, whereby services are delivered through shared building bases such as libraries, community building and health centres,
  - outreach provision.

- 2.4 Details of the main child and family centres and zones, both internally and externally provided are detailed in table 1 and 2:

**Table 1 – Child and Family Centres delivered by Cambridgeshire County Council**

District	Child and Family Centres	Child and Family Zones
Cambridge City	<ul style="list-style-type: none"> <li>Chesterton and North Cambridge</li> <li>The Fields</li> </ul>	<ul style="list-style-type: none"> <li>Brookfields</li> <li>Central Library</li> <li>Trumpington Growth Area</li> </ul>
South Cambridgeshire	<ul style="list-style-type: none"> <li>Cambourne</li> </ul>	<ul style="list-style-type: none"> <li>Waterbeach</li> <li>Northstowe</li> <li>Sawston</li> <li>Melbourn</li> </ul>
East Cambridgeshire	<ul style="list-style-type: none"> <li>Ely and Ely Library</li> <li>Littleport</li> </ul>	<ul style="list-style-type: none"> <li>Soham</li> </ul>
Huntingdon	<ul style="list-style-type: none"> <li>Eaton Socon and Eynesbury</li> <li>Huntingdon Youth Centre and Huntingdon Nursery School</li> </ul>	<ul style="list-style-type: none"> <li>Ramsey</li> <li>St Ives</li> <li>Sawtry Youth and Community Building</li> </ul>
Fenland	<ul style="list-style-type: none"> <li>The Oasis, Wisbech Town</li> <li>Wisbech South</li> </ul>	

**Table 2 – Child and Family Centre Services Delivered by an external provider (Ormiston Families Trust)**

District	Child and Family Centres	Child and Family Zones
South Fenland	<ul style="list-style-type: none"> <li>Chatteris</li> <li>March</li> </ul>	<ul style="list-style-type: none"> <li>Whittlesey</li> </ul>

- 2.5 Peterborough and Cambridgeshire Joint Commissioning Board will be the strategic governance body that approves the commissioning approach and tender documentation. Commissioners within Peterborough City Council will lead the tender process on behalf of the Peterborough and Cambridgeshire Joint Commissioning Board. A Joint Project Board will oversee the commissioning activities and tender process
- 2.6 The service specification will be aligned with the Best Start in Life Strategy that was approved by Children and Young Peoples Committee in September 2019.
- 2.7 The recommissioning of the services is likely to award a contract of 3 to 5 years, with a potential option to extend. The Cambridgeshire County Council contribution will

therefore be in excess of £500 000 over the life of the contract. The Children and Young People's Committee is asked to delegate authority to the Executive Director of People and Communities to award the contract.

- 2.8 A provisional timeline has been developed for the tender process. Details of the stages are provided below:

<b>Pre-tender period</b>	<b>August to December 2019</b>
This stage will include: <ul style="list-style-type: none"> <li>• Development of specification and key performance indicators</li> <li>• Prepare and agree the Invitation to Tender Documents</li> <li>• Agree evaluation criteria</li> </ul>	
<b>Tender Stage</b>	<b>December 2019 to April 2020</b>
This stage will include: <ul style="list-style-type: none"> <li>• Issue Invitation to Tender documents</li> <li>• Respond to questions / clarifications during tender period</li> <li>• Evaluation of applications</li> </ul>	
<b>Post Tender and Mobilisation</b>	<b>May to September 2020</b>
This stage will include: <ul style="list-style-type: none"> <li>• Preparation of award report</li> <li>• Issue of award notice</li> <li>• Completion of contract documents and signing</li> <li>• Mobilisation of contract including Transfer of Undertaking Protection of Employment (TUPE)</li> </ul>	

### **3. ALIGNMENT WITH CORPORATE PRIORITIES**

#### **3.1 A good quality of life for everyone**

There are no significant implications for this priority.

#### **3.2 Thriving places for people to live**

There are no significant implications for this priority.

#### **3.3 The best start for Cambridgeshire's Children**

Child and Family Centre services provide an infrastructure to support families within their communities. The recommissioning of the service will continue to support the best start for our children and their families.

## **4. SIGNIFICANT IMPLICATIONS**

### **4.1 Resource Implications**

The current value of the South Fenland Child and Family Centre contract is £399 000. Whilst there is no specific savings target against this contract value, the tendering of the service may realise some efficiency savings that can be made in delivering the child and family centre services across the two authorities under one re-commissioning exercise.

### **4.2 Procurement/Contractual/Council Contract Procedure Rules Implications**

The procurement process will follow the legal statutory requirements and the contract procedure rules.

### **4.3 Statutory, Legal and Risk Implications**

The report above sets out significant implications in paragraph 1.1

### **4.4 Equality and Diversity Implications**

The recommissioning of this service will ensure children, young people and families are able to access services in the locality detailed in the report.

### **4.5 Engagement and Communications Implications**

Significant consultation was undertaken as part of the children's change programme and a child and family offer was developed. The recommissioning of this service will be based on the offer developed through the previous consultation.

### **4.6 Localism and Local Member Involvement**

There are no significant implications within this category

### **4.7 Public Health Implications**

The specification for the child and family services will be in line with the Best Start in Life Strategy, continue to reflect the Maternity Better Births agenda and will continue to link with the Healthy Child Programme. Access to family health services will continue to be included in the service specification.

<b>Implications</b>	<b>Officer Clearance</b>
<b>Have the resource implications been cleared by Finance?</b>	Yes Name of Financial Officer: Martin Wade
<b>Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?</b>	Yes Name of Officer: Gus de Silva
<b>Has the impact on statutory, legal and risk implications been cleared by LGSS Law?</b>	Yes Name of Legal Officer: Fiona McMillan
<b>Have the equality and diversity implications been cleared by your Service Contact?</b>	Yes Name of Officer: Oliver Hayward
<b>Have any engagement and communication implications been cleared by Communications?</b>	Yes Name of Officer: Joanne Dickson
<b>Have any localism and Local Member involvement issues been cleared by your Service Contact?</b>	Yes Name of Officer: Oliver Hayward
<b>Have any Public Health implications been cleared by Public Health</b>	Yes Name of Officer: Tess Campbell

<b>Source documents</b>	<b>Location</b>
Children and Young People Committee 8 October 2019	<a href="#"><u>CYP Committee 8 October 2019</u></a>