



## **DECISION OF DIRECTOR OF CORPORATE SERVICES**

**DECISION NO.CSD134**

**SUBJECT: Direct award appointment of Mandy Bradley Consulting Ltd to undertake development of the Community Access Review project**

### **Background:**

The Community Access Review (CAR) is a significant project within NSC's Transformation Programme and seeks to ensure that "community based front facing services" (CBFFS) and buildings are fit for purpose given the constraints facing the Council whilst meeting the current and future needs of North Somerset's communities. It will also identify opportunities for greater collaboration with and co-location of NSC services with those provided by other public service providers.

The review aims to provide solutions that deliver integrated, relevant (to each community) and digitally enhanced services, recognising that there is no 'one size fits all' solution for each community. Through careful management and innovative use of resources the review aims to contribute towards the achievement of the MTFP budget savings whilst maintaining a network of good quality services across the district.

Mandy Bradley Consulting Ltd was engaged in November 2015 to provide dedicated project support focused on project scoping, background analysis and the development of the CAR Executive Report, approved on December 8<sup>th</sup>.

The engagement was extended on 23<sup>rd</sup> December to provide continuity into the second phase of the project, focused on the development of a detailed options appraisal for each of the sites in scope of the review, delivery of "quick wins" and development of the final business case to support implementation of changes to the services defined in scope.

This extension ran until March 31<sup>st</sup> 2016.

The options appraisal is now well advanced and will result in a single business case covering at least eleven locations across North Somerset. The scale of the work being undertaken to enable this is such that the business case will now be considered by the Executive on 21<sup>st</sup> June 2016.

A final extension to is therefore recommended to bring the options assessment and business case phase of the project to a successful completion. It will also allow backfill arrangements to be put in place to provide the necessary capacity to deliver the various options without recourse to external consultants.

Commission Cost £15,480 excluding VAT

**Decision: To make a direct award of contract to undertake development of the CAR by Mandy Bradley Consulting Ltd**

**Reasons:**

The direct award route is recommended since the commission falls under exemption 5.2.8 of Contract Standing Orders (contracts wherein the subject of the contract is of such a specialist nature that there is effectively only one supplier of the goods, services or works involved and no advantage would be gained by the Council from a competitive process).

The scope of the CAR covers all Children’s Centres and Libraries across North Somerset. These locations in turn involve a range of stakeholders including NSC services, other statutory public service providers and a range of partners in the private, voluntary & community sectors.

In supporting the establishment of the scope of the review, identifying the local, regional and national drivers for change and developing the Executive Report, Mandy Bradley Consulting have established a detailed knowledge and understanding of the project, its context and stakeholders.

This knowledge will be important for ensuring that the site options appraisals, “quick wins” and final business case are now developed efficiently, build on the work completed to date and ensure that 2016/17 MTFP savings are delivered.

In addition, benchmarking of Mandy Bradley Consulting’s fee rates in March 2015 indicated that they are lower than those for six other providers of similar services held on the Pro5 Consultancy Framework used by NSC.

**Other Alternatives Considered:**

Consideration has been given to seeking alternative consultants but was discounted as it is important that there is continuity between the development of the Executive Report and the final Business Case for the proposed changes.

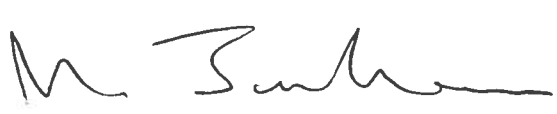
**Risk Assessment:**

The approach minimises risks of delay and the need for a new consultant to build up knowledge of the project objectives, the research to date and of the stakeholders for the review.

**Financial Implications:**

The cost will be contained within the overall budget for the CAR. The work will be undertaken within this financial year and there are no immediate further costs.

As indicated above, benchmarking of Mandy Bradley Consulting’s fee rates indicates that they are lower than other similar providers available to NSC.

Signed  .....  
Director of Corporate Services

Dated 22 / 3 / 16 .....