

# Decision Pathway – Report



**PURPOSE:** Key decision

**MEETING:** Cabinet

**DATE:** 06 October 2020

<b>TITLE</b>	<b>Enhanced Childminding Provision Approved Provider List</b>		
<b>Ward(s)</b>	Citywide		
<b>Author:</b> Bridget Atkins	<b>Job title:</b> Principal Commissioning Manager		
<b>Cabinet lead:</b> Cllr Anna Keen & Cllr Helen Godwin	<b>Executive Director lead:</b> Jacqui Jensen		
<b>Proposal origin:</b> <i>BCC Staff</i>			
<b>Decision maker:</b> Cabinet Member			
<b>Decision forum:</b> <i>Cabinet</i>			
<b>Purpose of Report:</b>			
<p>The Bristol Enhanced Childcare Provision service currently places vulnerable children, mostly under two, with approved and experienced childminders as part of a package of support. However, this is not currently done through a formalised procurement route, in breach of procurement rules. This paper seeks Cabinet approval to establish an Approved Provider List, so that the service can continue to provide support for vulnerable children and their families, whilst also adhering to procurement regulations.</p>			
<b>Evidence Base:</b>			
<ol style="list-style-type: none"> <li>1. Bristol City Council currently offers Enhanced Childcare Provision (ECP) for children, mostly under 2 years old in the most vulnerable circumstances, and their families. Placements are needs assessed and offered for up to 12 hours per week over at least 2 days.</li> <li>2. ECP has been offered since 1999 and has provided positive outcomes for children and for families. It is a service provided in addition to the statutory duty on local authorities to provide free childcare for 2-, 3- and 4-year olds, under the Childcare Acts 2006 and 2016.</li> <li>3. Placements with childminders have been made through individual purchase orders. Cumulative spend for 2019/20 of £216,000, has triggered the requirement under the Public Contracts Regulations 2015 for a tender process to be undertaken.</li> <li>4. The annual Enhanced Provision budget is £226,000. Of this, £220,000 is allocated to the provision of enhanced childminding (£195,000 for children under two, and £25,000 for children 2 and over who meet the needs assessment criteria), with the remaining £6,000 for the provision of training.</li> <li>5. As the provision is currently effective, the establishment of an Approved Provider List is sought to allow existing providers to continue to provide ECP, as well as allowing other providers this opportunity.</li> <li>6. The establishment of an approved provider list will make the process of joining as simple as possible for providers, the majority of whom are sole traders. By using the existing pre-placement agreement as the basis for the specification, this will also allow for an easier transition process for providers currently offering ECP.</li> <li>7. This approach recognises the challenges faced by small providers in the current market environment.</li> <li>8. The Enhanced Provision budget is determined annually, however based on current annual expenditure levels, a five year approved provider list would have an estimated value of £1.1m</li> </ol>			

**Cabinet Member / Officer Recommendations:**

That Cabinet:

1. Approves the establishment of an Enhanced Childcare Provision Approved Provider List.
2. Authorises the Director - Education & Skills, in consultation with the Cabinet Member for Education and Skills and the Cabinet Member for Women, Families and Homes to take all steps required to procure and award the contract necessary for the implementation of the Enhanced Childcare Provision Approved Provider List at a cost of £1.1m over 5 years.

**Corporate Strategy alignment:**

1. The offer of ECP delivers against the Corporate Strategy theme of Empowering and Caring, specifically the commitment to give children the best possible start in life.
2. This also aligns with the priority for children's centres to identify children and families in need of additional support at the earliest possible opportunity to prevent escalation of need alongside. Part of the ECP package of support encourages and directs parents to attend appropriate family support services provided at Children's Centres.

**City Benefits:**

1. ECP is targeted at the most vulnerable children, mostly aged under 2, allowing for targeted support, intervention and development before need escalates at a later age.
2. Earlier intervention and support leads to improved health and educational outcomes, can support families to stay together, and fits with Bristol City Council's Adverse Childhood Experience (ACE) agenda
3. The needs assessment for ECP supports a number of vulnerable groups, including parents with disabilities or a physical illness, children with SEND, children in care, children living in poverty, asylum seeking and refugee families or families with the 'toxic trio' of parental substance abuse, parental mental illness and domestic abuse.

**Consultation Details:** No consultation is envisaged as proposal relates to the formalisation of an existing service, rather than any change in service delivery or creation of a new service

**Background Documents:**

1. Bristol City Council, [Corporate Strategy 2018-23](#)

<b>Revenue Cost</b>	<b>£1.1m over 5 years</b>	<b>Source of Revenue Funding</b>	Enhanced Provision budget, General Fund
<b>Capital Cost</b>	£ n/a	<b>Source of Capital Funding</b>	n/a
<b>One off cost</b> <input type="checkbox"/>	<b>Ongoing cost</b> <input checked="" type="checkbox"/>	<b>Saving Proposal</b> <input type="checkbox"/>	<b>Income generation proposal</b> <input type="checkbox"/>

**Required information to be completed by Financial/Legal/ICT/ HR partners:****1. Finance Advice:**

The Enhanced Provision budget is set at £226k per annum and is funded from the General Fund. The five year budgeted cost is estimated to be £1.1m. During 2019/20, £216k of expenditure was incurred.

**Finance Business Partner:** Denise Hunt, Finance Business Partner, 13<sup>th</sup> August 2020

**2. Legal Advice:** The procurement process must be conducted in line with the 2015 Procurement Regulations and the Councils own procurement rules. Legal services will advise and assist officers with regard to the conduct of the procurement process and the resulting contractual arrangements

**Legal Team Leader:** Husinara Jones, Solicitor and Team Leader, 11<sup>th</sup> August 2020.

<b>3. Implications on IT:</b> No anticipated impact on IT Services		
<b>IT Team Leader:</b> Simon Oliver, Director - Digital Transformation, 12 <sup>th</sup> August 2020.		
<b>4. HR Advice:</b> The report seeks approval from Cabinet to establish an Enhanced Childminding Provision Approved Provider List and to formalise childminding purchasing arrangements. This does not have any HR implications for Bristol City Council employees.		
<b>HR Partner:</b> Lorna Laing, HR Business Partner - Adults, Children, Education, 18 <sup>th</sup> August 2020		
<b>EDM Sign-off</b>	Jacqui Jensen	19 <sup>th</sup> August 2020
<b>Cabinet Member sign-off</b>	Cllr Helen Godwin	24 <sup>th</sup> August 2020
<b>For Key Decisions - Mayor's Office sign-off</b>	Mayor's Office	7 <sup>th</sup> September 2020

<b>Appendix A – Further essential background / detail on the proposal</b>	<b>NO</b>
<b>Appendix B – Details of consultation carried out - internal and external</b>	<b>NO</b>
<b>Appendix C – Summary of any engagement with scrutiny</b>	<b>NO</b>
<b>Appendix D – Risk assessment</b>	<b>NO</b>
<b>Appendix E – Equalities screening / impact assessment of proposal</b>	<b>YES</b>
<b>Appendix F – Eco-impact screening/ impact assessment of proposal</b>	<b>NO</b>
<b>Appendix G – Financial Advice</b>	<b>NO</b>
<b>Appendix H – Legal Advice</b>	<b>NO</b>
<b>Appendix I – Exempt Information</b>	<b>NO</b>
<b>Appendix J – HR advice</b>	<b>NO</b>
<b>Appendix K – ICT</b>	<b>NO</b>
<b>Appendix L – Procurement</b>	<b>NO</b>