

Objectives of the Commissioning Directors Group

1.1 Monitor overall delivery of the strategic commissioning activity

- direct and monitor the overall progress of all commissioning activity including key risks and issues to delivery
- to manage through variance, key commissioning activity across the council through individual Dashboard reporting from commissioned activity
- identify key dependencies between commissioning activities and programmes ensuring issues relating to them are resolved
- agree whether to approve any variations to commissioning activity
- agree when activity should be progressed to each stage following the already approved commissioning approach programme
- consider the relevant outcomes of any internal or external reviews and if appropriate, instigate a review or health check of any commissioning activity at any time and commission related improvement activity as required

1.2 To ensure appropriate contract management and good governance are in place in relation to the management of the Strategic Contract

- *To monitor all elements relating to the Strategic Contract* is being implemented and can be reviewed and considered regularly to ensure it is adequate for the purposes for which it was intended.
- Any amendments required to the Strategic Contract are given early consideration at this group before amendments are proposed to the appropriate decision making bodies (see below).
- Good governance arrangements are in place to ensure that the Strategic Contract and the relationship between the Council and ip&e are managed appropriately.
- The Council and ip&e have a mechanism by which one can hold the other to account for any matters deemed as not meeting the requirements of the Strategic Contract or the smooth running of the relationship between the parties.
- Exception reports are received from Service Contract Monitoring Meetings to identify and agree actions in response to these.

2.2 Advise Audit Committee, Cabinet and Council as appropriate on commissioning activity including relevant Portfolio Holders

- Provide regular (as deemed appropriate) Reports into Audit Committee/Cabinet/Council on monitoring of strategic commissioning across the Council
- advise Elected Members and Portfolio Holders as appropriate when commissioning activities should be halted
- horizon scanning to identify new opportunities to be considered for future commissioning activity

2.3 Approval of new commissioning activity

- provide governance for and own Shropshire Council's commissioning approach and ensure that it is followed
- review the Commissioning Approach model at regular intervals to ensure it remains fit for purpose
- assess the feasibility/concept of new activities and links to Corporate Plans and Strategies
- ensure that a clear Project Management Plan is in place and agreed for the activity
- ensure that the equality and diversity implications of commissioning activities are considered

2.4 Direct and manage resources and governance

- direct the allocation of funds and resources for commissioning activity ensuring that appropriate commissioners are in place as commissioning functions are transitioned out of the Council

2.5 Commissioning – Completion

- review lessons learned and take appropriate actions as required

The Commissioning Directors Group have no status as a separate entity and will work within the schemes of delegation and the accountability arrangements of the Council and inform the governance process and decision making powers held by Shropshire Council's Cabinet, Shropshire Council (Full Council) and Audit Committee.

Ip&e Strategic Contract Governance Group

The aim of the group is to ensure that:

- the strategic contract is being implemented and can be reviewed and considered regularly to ensure it is adequate for the purposes for which it is intended
- any amendments required to the strategic contract are given early considerations at this group before amendments are proposed to the appropriate decision making bodies
- good governance arrangements are in place to ensure that the strategic contract and the relationship between the Council and ip&e limited are managed appropriately.
- The Council and ip&e limited have a mechanism by which one can hold the other to account for any matters deemed as not meeting the requirements of the strategic contract or the smooth running of the relationship between the parties.
- Exception reports are received from service contract monitoring meetings to identify and agree actions in response to these.