**Commissioning Infrastructure and Capacity-Building services for the Voluntary and Community Sector 2016 - 2018**

## How we commission services

This consultation is seeking the views of the voluntary sector and other stakeholders on the following areas:

* Definition of the future requirements for strategic leadership and representation, capacity building, and volunteering services.
* Identification of shared outcomes
* Exploration of the different ways that these outcomes could be delivered and the types of services needed.

Once we have agreed the outcomes to be achieved and commissioners have agreed the model for meeting those outcomes, the Council will commence the procurement process which is expected to be an open tender.

It is intended that the contract period will be for three years commencing 4 January 2016.

In developing our commissioning intentions we will take account of other infrastructure and capacity building services that are available and minimise duplication of provision.

Our aim is to ensure that resources are used as effectively as possible across the Borough and will only look to commission services that uniquely meet local need, and which are not provided elsewhere.

The Council will adhere to the agreed commissioning principles of: transparency; fairness and stakeholder involvement in developing its commissioning intentions. We will also adhere to the principles and commitments contained in the Richmond upon Thames Compact which will be used to underpin the commissioning programme.

**Commissioning Timetable**

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| **Action** | **Date** |
| Cabinet Report  | March 2015 |
| Draft consultation paper  | March 2015 |
| Consult with voluntary sector and other stakeholders | April – June 2015 |
| Market appraisal, research and engagement | May – June 2015 |
| Supplier Engagement Day | July 2015 |
| Invite tenders (bidding period) | July - September 2015 |
| Evaluation of Tenders and Award | October 2015 |
| Mobilisation | November - December |
| Contract start | January 2016 |