Nottinghamshire Police and Crime Commissioner – Notice of Decision

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DECISION OR INFORMATION:	Decision
DATE RECEIVED:*	17.08.21
REF:* (to be inserted by the OPCC)	2021.086

TITLE:	Police and Crime Survey Contract Extension

EXECUTIVE SUMMARY:

The Nottinghamshire Police and Crime Survey is a key product used to inform planning and performance by the OPCC, police and community safety partners. The contract for the Police and Crime Survey was awarded to Information by Design and expired at the end of July 2021.

Moving forwards, the Commissioner intends to undertake a competitive tendering process as part of a multi-year contract. However due to the timescales this has not been possible since the Commissioner was elected in May 2021. Therefore in order to ensure continuity and to enable the Commissioner to review the survey and explore her requirements going forward the Commissioner has taken the decision to extend the current contract with Information By Design from 1st August 2021 to 31 March 2022.

This extension will enable time for a full and effective procurement process to take place aligned to the financial year. This will consider opportunities to increase the use of digital techniques to maximise reach and response rates across force area whilst maintaining a robust and representative approach.

INFORMATION IN SUPPORT OF DECISION: (eg report or business case)

As detailed above the current contract with Information By Design expired in July 2021. It is proposed that the contract for this longitudinal social research programme is extended from 1st August 2021 to 31 March 2022 at a cost of up to £29,898. This would enable a comprehensive procurement process to take place aligned to the financial year.

Having sought legal advice, this extension will be undertaken under regulation 32 (c) of the PCR 2015 and the fact that unforeseen events have meant that a new tender exercise has not been possible. These unforeseen events include the delayed PCC elections which took place in May 2021 and the subsequent change in PCC in Nottinghamshire. The current reduced level of capacity within the procurement team to undertake a full tender exercise has also impacted on this.

The extension has been put in place for the shortest time possible to realistically allow time for a full procurement exercise to take place with potential TUPE implications. It will also enable a short amount of time for the new Commissioner to undertake a review of the current provision and explore any additional revisions for the specification moving forwards,

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FINANCIAL INFORMATION	
Up to £29,898 revenue funding from 2021/22 commissioning budget comprising: • £24,960 core survey costs (£8,320 x3) – see decision records 2018.045 and 2020.008. This is an ongoing service with allocated budget. • Up to £4,938 COVID Safety measures (£1,646 x 3) in compliance with current Market Research Society guidelines – see decision record 2021.026. Note: It is not anticipated that COVID safety measures will remain in place for all three quarterly waves.	
Signature: **Chief Finance Officer**	[redacted]
Date:	19th August 2021.

Is any of the supporting information classified as non-public or confidential information?**	Yes	☐	No	☒
If yes, please state under which category from the guidance**				

DECISION:

The Commissioner is required to confirm her decision to extend the contract with Information By Design to administer the quarterly Police and Crime Survey to March 2022. This requires a budget of up to £29,898, which includes:

- £24,960 core survey costs
- Up to £4,938 for COVID Safety measures pending changes in MRS guidelines

LEGAL SERVICES OPINION:	
I confirm that I have reviewed the proposed decision and can confirm that it supports the statutory functions of the Commissioner and is within her legal powers.	
Signature:	M Turner
Date:	19.8.21

DECLARATION:

** See guidance on non-public information

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I confirm that I do not have any disclosable pecuniary interests in this decision and I take the decision in compliance with the Code of Conduct for the Nottinghamshire Office of the Police and Crime Commissioner. Any interests are indicated below: The above request has my approval	
Signature: Nottinghamshire Police & Crime Commissioner	
Date:	3rd September 2021

** See guidance on non-public information