Nottinghamshire Police and Crime Commissioner – Notice of Decision

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DECISION OR INFORMATION:	Decision
DATE RECEIVED:*	24.11.21
REF:* (to be inserted by the OPCC)	2021.118

TITLE:	Request for Quotes for the Design and Print of the new Nottinghamshire Police and Crime Plan

EXECUTIVE SUMMARY:

Commissioner Henry wishes to commission a provider to design and print her new Police and Crime Plan for Nottinghamshire and accompanying leaflets. In addition, the Commissioner is requesting a quote for the design and print of a Precept leaflet to be 'called off' as required.

Commissioner Henry is requested to confirm her earlier approval of the dissemination of a Request for Quotes for the Design and Print of her new Police and Crime Plan to six organisations.

The work will be funded out of the budget for the Office of the Police and Crime Commissioner.

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

A Request for Quotes including a specification for the design and print of the Commissioners new Police and Crime Plan has been developed and circulated to six potential organisations to respond. This is in line with Contract Standing Orders, which requires only 1 quote for activity up to £10,000 and 3 quotes for activity up to £25,000.

FINANCIAL INFORMATION

The funding is revenue and is in budget.

Signature: Chief Finance Officer	[redacted]
Date:	26th November 2021

Is any of the supporting information classified as non-public or confidential information?**	Yes	☐	No	☒

** See guidance on non-public information

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If yes, please state under which category from the guidance**	

DECISION:
Commissioner Henry is requested to confirm her earlier approval of the dissemination of a Request for Quotes for the Design and Print of her new Police and Crime Plan to six organisations in line with Contract Standing Orders.

OFFICER APPROVAL:	
I have been consulted about the proposal and confirm that the appropriate advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.	
Signature: **Chief Executive**	Ken Dennis
Date:	29/11/21

DECLARATION:	
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**	CEH
Date:	1st December 2021

** See guidance on non-public information