

Nottinghamshire Police and Crime Commissioner – Notice of Decision

AUTHOR:	Mark Kimberley
TELEPHONE NUMBER:	0115 967 0999 Ext: 3113892
EMAIL ADDRESS:	Mark.Kimberley1@Notts.Police.uk
DECISION OR INFORMATION:	Decision
DATE RECEIVED:*	14.12.21
REF:* (to be inserted by the OPCC)	2021.130

TITLE:	Temporary amendment to contract standing orders.
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EXECUTIVE SUMMARY:

In July 2021 a 3-month notice was served on the incumbent provider for commercial services with the intent of bringing these services back to an in-house provision. The contract terminated on 14th October 2021 at which point a significant backlog of procurement requests was identified. This has been exacerbated in the ensuing months largely due to resourcing issues.

Action is required to re-align demand for commercial and procurement support in order to effectively manage requirements through to 30th June 2023 whilst the project to establish internal service provision is transitioned.

Under current standing orders procurements over £10,000 and under £25,000 are managed locally by practitioners. The procuring officer must seek a minimum of 3 formal quotations in writing. The number of organisations invited to submit quotes or otherwise offer to supply must be sufficient to demonstrate that genuine market forces are employed to maximise value for money. This should either be on the basis of lowest cost or the most economically advantageous tender. Where a single supplier is selected without competition a single tender approval is required.

It is proposed that the £25,000 threshold be raised to £50,000 for a maximum of 6 months. This will help in addressing the backlog by increasing localised procurement and redirecting available specialist resource to manage higher value and more complex procurements. Bluelight Commercial and East Midlands Police Legal Services (EMPLS) have been engaged to support commercial activities pertaining to these requirements.

It is intended that procurements falling within the revised threshold will be monitored throughout the period and reported to the Joint Audit and Scrutiny Panel (JASP)

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

The current procurement pipeline comprises a total of 270 known requirements of these 111 will need procurement activity of some type in the period to 31st March 2022. Focus has been given

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to these 111 on the basis of value with consideration also being given to given to contracting options and potential routes to market.

Training and support will be extended to Heads of Department and relevant practitioners in order to ensure that responsibilities are understood.

Enhanced governance will be introduced against procurements falling between £25,000 and £50,000 and approval for local agreements will require CFO (either Force or OPCC) approval prior to agreement with supplier.

FINANCIAL INFORMATION

The table below illustrates the financial profile of a total of the 111 known requirements that either fall due for renewal or where procurement activities need to commence prior to the 31st March 2022.

49 of those currently identified fall into the £10,000 to £50,000 banding, however it is recognised that this number could increase as a result of internal review of requirement and /or new requirements being requested.

	High Priority Totals	<£25k	£25-50K	£50-100k	£100-170k	Over £170k	N/K
NP	85	20	19	17	9	7	13
Total	77%	74%	86%	81%	82%	47%	87%
OPCC	26	7	3	4	2	8	2
	23%	26%	14%	19%	18%	53%	13%
Overall Total	111	27	22	21	11	15	15*
	24%	24%	20%	19%	10%	14%	14%

*of the 15, all of these are likely to go to procurement

In addition to those stated consideration will need to be given to requirements falling due in Quarter 1 of the new financial year, i.e., to 30th June 2022, however it is anticipated that backlogs and demand will be reducing and more manageable by the end of this period.

Signature:
Chief Finance Officer



Date:

17 December 2021

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Is any of the supporting information classified as non-public or confidential information?**	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If yes, please state under which category from the guidance**				
DECISION:				
<p>Standing Orders Threshold of £25k to be raised to £50k for a period of 6 months to 31st June 2022.</p> <p>Enhanced governance to be introduced against procurements falling between £25,000 and £50,000 and approval for local agreements will require CFO (either Force or OPCC) approval.</p> <p>Procurement training and support is extended to Heads of Department and relevant practitioners.</p>				

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	S. M. Coole
Date:	20 December 2021

DECLARATION:	
<p>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:</p> <p>The above request has my approval</p>	
Signature: Nottinghamshire Police & Crime Commissioner	Caroline Henry
Date:	22.12.21