Nottinghamshire Police and Crime Commissioner – Notice of Decision

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DECISION OR INFORMATION:	Decision
DATE RECEIVED:*	28.07.21
REF:* (to be inserted by the OPCC)	2021.076

TITLE:	Request for Proposals for Videography Support for Community Events August – October 2021

EXECUTIVE SUMMARY:

Commissioner Henry has planned a series of "Have Your Say" engagement events to listen and learn from residents over the summer and early autumn of 2021. These events will shape her new Police and Crime Plan for Nottinghamshire. Eight community based events will be held between 12 August and 12 October 2021, in addition to a number of thematic events.

The community based events will be both in person (Covid restrictions permitting) and streamed live. The Commissioner seeks a provider of videography support for the eight place based community events, plus additional videography support on a call off basis.

The Commissioner is requested to approve:

- the publication of a request for proposals for video based support for 8 community events and a daily call off rate for further videography support for up to 9 events, at a total cost of no more than £30,000
- the invitation of a selected list of suppliers to bid for the work.

This will be funded out of the Commissioner's OPCC budget.

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

The Commissioner has a statutory duty to set police and crime objectives for Nottinghamshire in a new Police and Crime Plan. In addition, as Police and Crime Commissioners bring the voice of the people into policing, she must also consult with local people to determine the Police and Crime Plan objectives.

The Police and Crime Panel has requested that the new Police and Crime Plan is presented to them by November 2021, with draft priorities going to the September Police and Crime Panel. In order to meet this timescale, the Commissioner has planned a comprehensive engagement schedule of Have Your Say community events from mid-August. Whilst the events will be held in person wherever possible, there is a need to ensure that the events can be easily accessed by all Nottinghamshire residents regardless of any potential Covid related restrictions.

The Commissioner would like to live stream the events via Facebook, with participants having the ability to ask questions and make comments. There is currently no facility to provide the live streaming support

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in house within the OPCC or via any of the contracts the Commissioner currently has in place. The videography support must be externally procured and is urgently required as the first event is in mid-August.

The Commissioner's Contract Standing Orders allow for direct awards to be made in specific circumstances. In this instance the Commissioner would like to run a very quick procurement exercise asking 4 providers to quote, in order to allow for some competition within a very limited timescale. The procurement will be completed within a week.

It is therefore recommended that the Commissioner publish the opportunity on the Commissioner's website and to invite a select list of suppliers to quote. The suppliers that will be invited to quote are:

Better Times
Millbank
MGL
My Town Vision

Bids will be assessed for quality and price.

FINANCIAL INFORMATION	
The Request for Proposals will be funded out of the Commissioner's OPCC budget.	
Signature: **Chief Finance Officer**	[redacted]
Date:	9th 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:

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** See guidance on non-public information

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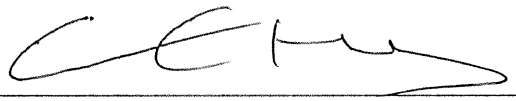
LEGAL SERVICES OPINION:	
As the proposed value of the videography contract is below the threshold for services within the Public Contracts Regulations 2015 (PCR 2015), a tender in accordance with the PCR 2015 does not need to be carried out. However, Section 4 Financial Regulations within the Chief Constable of Nottinghamshire Police and Police and Crime Commissioner for Nottinghamshire's Joint Code of Corporate Governance Part B Financial Regulations must	
Signature:	Recoverable Signature X S K Sangha S K Sangha Signed by: sabrina.sangha@derbyshire.police.uk
Date:	06.08.2021

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	
Date:	11.08.21

** See guidance on non-public information