



Nottinghamshire Police and Crime Commissioner – Notice of Decision

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DECISION OR INFORMATION:	Decision
DATE RECEIVED:*	08/06/2022
REF:* (to be inserted by the OPCC)	2022.054

TITLE:	Extension of 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 was 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 was agreed (DR2021.131) that the £25,000 threshold be raised to £50,000 for a maximum of 6 months, to 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) were engaged to support commercial activities pertaining to these requirements.

It was intended that procurements falling within the revised threshold will be monitored throughout the period and reported to the Joint Audit and Scrutiny Panel (JASP), and an internal audit report by Mazar's is available and will be presented to the next JASP meeting confirming that the temporary processes have been complied with and that the change has not compromised value for money.

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

Training and support have now been given to Heads of Department and relevant practitioners in order to ensure that these temporary responsibilities are understood.

Enhanced governance has been 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.

Since this time the CFO roles have been undertaken on a joint basis pending the recruitment of a new PCC CFO. This appointment has now been made with a start date of 1st August 2022, given changes in roles and responsibilities a review of Financial Regulations (including Contract standing orders) will be required.

The redesign of the in-house procurement team has been undertaken by BLC, but this has also been delayed, with a draft report not expected until July 2022. Once this is agreed final recruitment to roles can be finalised and full transition to business as usual can be commenced.

Additional senior vacancies within the in-house team have arisen during this period and final wind down of Mint LLP is still on-going, however all relevant on-going frameworks have been novated to the OPCC creating both an income stream and additional work for the in-house team.

Given the above staffing changes have delayed progress but with a positive report from the Internal Auditor it is considered that the extension of the temporary arrangements until December 2022 is considered appropriate.

FINANCIAL INFORMATION

There are no direct financial implications arising from this decision, however the future staffing structure and any subsequent review of the Financial Regulations and Standing Orders for Contracts will impact of budgets and operating processes. These changes will be subject to appropriate governance arrangements and decision records as appropriate.

Signature:
Chief Finance
Officer





Date:

08/06/2022

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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:				
That the Standing Orders for contracts Threshold of £25k to be raised to £50k for a further period of 6 months to 31 st December 2022.				

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	
Date:	21/06/2022

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:	24/06/2022

** See guidance on non-public information