



Reference No: 2022-0007485

## THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

### DECISION RECORD FORM

**REQUEST:** For PCC approval.

**Title:** Procurement report for the Commissioning of a Victim Referral Service

**Executive Summary:**

In 2016, the Police and Crime Commissioner (PCC) commissioned a collaborative contract with the Police and Crime Commissioner for Durham for a Victim Referral Service.

The initial contract term was 2 years with an option to extend for a further 2 years (Ref 101-2015). The contract was due to end in March 2020, however as a result of the PCC elections which were due to take place in May 2020 a decision was taken to extend the contract for 12 months to enable a PCC to take up office and make a decision on the way forward (Ref 2020-00194997).

The Covid Pandemic resulted in further delays as the PCC elections were postponed until 2021, and therefore a decision was taken to extend the contract further until March 2022 (Ref 2021-00270419). A further reason for this extension was to enable potential bidders to focus on delivering victim support at a turbulent time rather than focus on bidder for new contracts.

During this time the PCC for Durham made a decision to no longer collaborate on a contract for Victim Referral Service and therefore the tender was advertised for the PCC for Cleveland only.

The new service will provide a universal support service for all victims of crime and antisocial behaviour residing in Cleveland to help them cope with the immediate impacts of the crime/incident and, as far as possible, recover from the harm they have experienced.

The key outcomes to be delivered by the service provider are:

- Enable victims to cope and, as far as possible, to recover from the impact of crime and antisocial behaviour
- Improve victim experience of the criminal justice system through a 'report to court' support model leading to improved attrition rates
- Provide tailored support to victims based on individual needs and circumstances
- Improve community and partner awareness and understanding of support services available
- Increase sense of empowerment for victims who are supported – victims should feel heard and understood
- Broad range of victims supported across protected characteristics and crime types

The commissioning of this service links to the Police and Crime Plan Priority 'Effective, Quality Support for Victims and Witnesses of Crime'.

The decision notice advises the PCC of the procurement process undertaken to award a replacement contract for the Victim Referral Service.

An open tender was carried out using EU Supply as the tender portal, advertising the contract in Contract Finder as per the Public Procurement Regulations 2015.

Details of the Procurement Process are included in the appended report.

**Decision:**

That the Police and Crime Commissioner note the procurement process used to appoint a contract for the Commissioning of a Victim Referral Service.

The Police and Crime Commissioner accept recommendation of the Evaluation Team to award the contract to Bidder 1.

**OPCC Lead Officer:** Tracey Brittain

**Contractor Details (if applicable):** Safer Communities

**Implications:**

Has consideration been taken of the following:	Yes	No	
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**(If yes please provide further details below)**

**Decision Required – Supporting Information**

Financial Implications: (Must include comments of the PCC's Chief Finance Officer where the decision has financial implications)

The below estimated budget was allocated to this contract:

£447,540 for Year 1

£458,700 for Year 2

£470,200 for Year 3

£482,000 for Year 4

As the price submitted for the bronze level was above the available financial envelope, clarification on the price and service delivery model were sought. A revised service delivery model and price was submitted as per below:

Year 1 - £460,803

Year 2 - £468,009

Year 3 - £479,344

Year 4 - £490,499

The costs per annum remain slightly over the financial envelope, however additional funds have been sought to bridge the gap.

The contract was advised on a 3+2 basis with total contract costs over the initial 3 year contract term are: £1,408,156.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

There are no legal implications arising from this report.

Equality and Diversity Implications

Diversity and Equality Implications have been considered as part of this tender and specification development with equality impact assessment completed.

Human Rights Implications

There are no Human Rights Act implications arising from this report.

Sustainability Implications

Social value questions and sustainability were included within the scored area of the tender. No implications arise from this procurement.

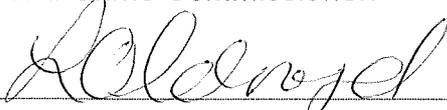
Risk Management Implications

There are no risks associated with the contract.

**OFFICER APPROVAL**

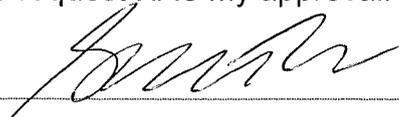
**Monitoring Officer**

I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed  Date 2/2/22

**Police and Crime Commissioner:**

The above request HAS my approval.

Signed  Date 2/2/22