
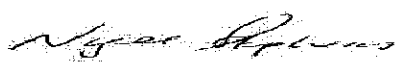
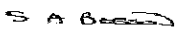
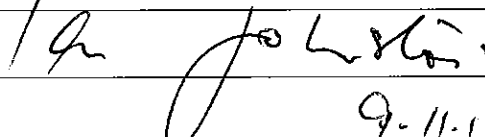


DECISION NO: PCCG-2015-069	
<u>OFFICE OF POLICE AND CRIME COMMISSIONER</u>	
LEAD CHIEF OFFICER:	Nigel Stephens, Assistant Director - Resources
TITLE:	Provision of Temporary Agency Workers
DATE:	26 October 2015
TIMING:	Urgent
PURPOSE:	For Approval
1.	<u>RECOMMENDATION</u>
1.1	To award a contract for the Provision of Temporary Agency Workers to Tenderer C following a further competition process utilising the National Procurement Service (NPS) Agency Worker Agreement (NPS-PSU-0010-14). The award is in accordance with the Manual of Governance, Part 3e, paragraph 84.
1.2	The contract will be for a three (3) year period commencing 1 December 2015, until 30 November 2018, with the option to extend for up to a further twelve (12) months, until 31 November 2019.
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	A sourcing strategy was approved 27 May 2015 which proposed that a further competition process should be carried out under NPS-PSU-0010-14 as it was the most advantageous route to market.
2.2	The contract is for a sole provider for the Provision of Temporary Agency Workers for the three (3) Southern Welsh Forces Gwent Police (GP), South Wales Police (SWP) and Dyfed Powys Police (DPP).
2.3	GP has a contract with a single provider (currently twenty-four (24) temporary workers). Where the incumbent provider is unable to fulfil a role, the Force has secured a temporary worker from a specialist agency. There are currently three (3) specialist posts within Force, which have been sourced from three (3) separate providers.
2.4	DPP source temporary workers from two (2) providers. SWP source the majority of temporary staff from an in-house resource pool, where specialist roles are required. DPP has sourced staff from three (3) providers.
2.5	The contract will be awarded to the Most Economically Advantageous Tender (MEAT).
3.	<u>ISSUES FOR CONSIDERATION</u>
3.1	In September 2015, a tender was published to the six (6) companies awarded the framework, commencing the further competition process. Five

	<p>(5) companies responded to the tender and were evaluated in line with the evaluation criteria.</p> <p>Tenders were evaluated by the HR Resource Officer, People Services and facilitated by a Senior Procurement Officer, GP. SWP and DPP were given the opportunity to participate in the evaluation but declined due to their low levels of spend.</p>																														
3.2	<p>The criteria for award under the further competition was 40% Non-commercial (Max score 400), 60% Commercial (Max score 600).</p> <table border="1"> <thead> <tr> <th>Tenderer</th> <th>Technical Score</th> <th>Commercial Score</th> <th>Total Score</th> <th>Total Overall Ranking</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>243.75</td> <td>544.43</td> <td>788.18</td> <td>3</td> </tr> <tr> <td>B</td> <td>165.75</td> <td>582.97</td> <td>748.72</td> <td>4</td> </tr> <tr> <td>C</td> <td>272.50</td> <td>563.41</td> <td>835.91</td> <td>1</td> </tr> <tr> <td>D</td> <td>213.75</td> <td>579.99</td> <td>793.74</td> <td>2</td> </tr> <tr> <td>E</td> <td>132.50</td> <td>600.00</td> <td>732.50</td> <td>5</td> </tr> </tbody> </table>	Tenderer	Technical Score	Commercial Score	Total Score	Total Overall Ranking	A	243.75	544.43	788.18	3	B	165.75	582.97	748.72	4	C	272.50	563.41	835.91	1	D	213.75	579.99	793.74	2	E	132.50	600.00	732.50	5
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4.	<u>NEXT STEPS</u>																														
4.1	All tenderers will be notified of the intention to award the contract to Tenderer C. Each tenderer will also be provided with feedback pertaining to their respective tender response.																														
4.2	The NPS User Agreement will be completed and returned, confirming the award to Tenderer C and the appropriate contract detail as required.																														
5.	<u>FINANCIAL CONSIDERATIONS</u>																														
5.1	The further competition process has resulted in an estimated 3.32% increase to the total contract value based on the evaluation scenario.																														
5.2	The evaluation scenario was based upon historical data (hours worked by temporary agency staff) over a six (6) month period from February 2015 to August 2015. The volume of hours, pay rates and statutory contribution percentages which were included in the evaluation, were applicable to Gwent only. Gwent are the predominant user of Agency staff of the three (3) Forces.																														
5.3	The forecasted three (3) year total contract value is £1,724,015, (GP £1,597,325, DPP £126,690) based on current requirements. SWP were unable to confirm specific volumes (hours worked) due to their temporary staff being predominately sourced from the in-house recruitment pool.																														
6.	<u>PERSONNEL CONSIDERATIONS</u>																														
6.1	There are no additional personnel considerations. The HR Resource Officer will be responsible for the day-to-day contract management. The Senior Procurement Officer shall monitor contract compliance on an on-going basis.																														
7.	<u>LEGAL IMPLICATIONS</u>																														
7.1	There are no legal implications associated with the award of the contract under NPS-PSU-0010-14; the further competition process was conducted in																														

	accordance with the originating Framework terms and the guidance provided by the NPS. The original procurement process to establish NPS-PSU-0010-14 was carried out in accordance with the EU Directives.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.1	This proposal has been considered against the general duty to promote equality, as stipulated under the Single Equality Scheme and has been assessed not to discriminate against any particular group.
8.2	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<u>RISK</u>
9.1	There is no foreseeable procurement risk associated with the award of the contract under NPS-PSU-0010-14.
9.2	With respect to each individual Force, there are minimal risks associated with a change in service provider in relation to continued service provision. This risk will be managed by the Contracts & Procurement Department (GP) through weekly correspondence with, and updates from the successful provider.
9.3	Should the Commissioner decide not to approve the recommendation, the Force will be in breach of the EU Directives on open competition due to the expiration of the current contract.
10.	<u>PUBLIC INTEREST</u>
10.1	There are no reasons as to why this information may not be made publically available once approved by the Commissioner.
11.	<u>CONTACT OFFICER</u>
11.1	Rachael Barton, Senior Procurement Officer
12.	<u>ANNEXES</u>
12.1	Sourcing Strategy  Provision of Agency Workers - Signed.pdf

For OPCC use only

Office of the Chief Constable	
I confirm that Provision of Temporary Agency Workers report has been discussed and approved at a formal Chief Officers' meeting. It is now forwarded to the OPCC for approval purposes.	
Signature: 	
Date: 29 October 2015	
	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC (insert name) The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	✓
Legal The legal team have been consulted on this proposal.	N/A
Equalities The Equalities Officer has been consulted on this proposal.	N/A
Chief Executive/ Deputy Chief Executive: I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.	
Signature: 	
Date: 06/11/15	
Police and Crime Commissioner for Gwent I confirm that I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. The above request has my approval.	
Signature: 	
Date: 9-11-15	