

DECISION NO: PCCG-2014-008	
<u>OFFICE OF POLICE & CRIME COMMISSIONER</u>	
TITLE:	Provision of Driver Education Offender Rehabilitation Scheme(s) Speed Awareness
DATE:	5 February 2014
TIMING:	A response is required as soon as possible for the agreement of an additional two month extension.
PURPOSE:	For Approval
1.	<u>RECOMMENDATION</u>
1.1	To extend the current contract with TTC Group Ltd for a two month period from 1 April 2014 to 31 May 2014, in accordance with paragraph 125 of the Manual of Governance.
2.	<u>INTRODUCTION & BACKGROUND</u>
2.1	In December 2008, Gwent Police awarded a contract for the Provision of Driver Education Offender Rehabilitation Scheme(s) Speed Awareness, for a period of three years with an option to extend for an additional two years, awarded annually. The two year extension period has been fully utilised, but a further three month extension was approved and awarded which expires on 31 st March 2014.
2.2	The contract was awarded for the Provision of Driver Education Offender Rehabilitation Scheme(s) Speed Awareness to a supplier who could provide the force with the requirements of delivering services to members of the public who were required to attend the courses.
2.3	The contract is currently utilised by Gwent, South Wales and Dyfed Powys Police.
2.4	The contract was awarded in accordance with EU Directives and Gwent Police Authority's Standing Orders, with the successful supplier selected based on the Most Economically Advantageous Tender. The award criteria of the tender process included Rates and Charges, Specification Response and Presentation.
3.	<u>ISSUES FOR CONSIDERATION</u>
3.1	The contract is still required to be utilised by the three forces mentioned in 2.3 above for an additional two month period after the current expiry date of 31 st March 2014. This extension is to allow for a handover period between the incumbent provider and potentially the new provider. This period will allow for a date to be agreed between the incumbent provider and the forces to transfer the bookings for courses and allow for the change over to the new provider. This is an essential part of the change over between contracts and providers as delegates are able to book courses to attend three to four months in advance.
3.2	The procurement process for the new contract is nearing completion with potential provider's responses and presentations already evaluated by the evaluation panel. Further clarification of the Rates and Charges has been

	requested by the evaluation panel to ensure that all providers and forces are clear regarding the fees which make up the cost of an individual course.
3.3	Following this clarification requirement, it will allow for the procurement process to be completed, resulting in the award of the contract to the successful provider.
4.	<u>NEXT STEPS</u>
4.1	On approval of the report, contract extension documents will be issued to the provider, where they will be signed and returned to the Commissioner.
5.	<u>FINANCIAL CONSIDERATIONS</u>
5.1	The value of the extension for this contract has no cost to the Commissioner. The payment of courses is made directly to the supplier by the delegates who will be attending the courses. It is envisaged that there will be approximately 8,400 delegates attending courses in the three month period.
5.2	From the cost paid by each delegate to attend a course, £40 of the fee goes to the GoSafe Partnership which had been agreed by ACPO Cymru when the partnership was started. This money is used then by the four Welsh Forces to continue the work into Road Safety.
5.3	The supplier has confirmed that they are happy to extend for the additional two month period and have confirmed that all prices will remain the same for the period.
6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	As part of the extension there would be no staffing/personnel implications.
7.	<u>LEGAL IMPLICATIONS</u>
7.1	This report has been submitted in line with the EU Directives and the Scheme of Consent.
8.	<u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u>
8.1	This project/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 a potential risk for Gwent Police should the contract not be extended, there would be no contractual arrangements in place until the new contract commenced. This would result in any members of the public who may get caught speeding within the force area, not being offered a place on a Speed Awareness course, if applicable. This could result in reputational risk not only for Gwent but also for South Wales and Dyfed Powys Police and a reduction in income that the forces' generate from members of the public attending a course.

10.	<u>PUBLIC INTEREST</u>
10.1	Following approval of this report by the Commissioner, this document will be made available to the Public.
11.	<u>CONTACT OFFICER</u>
11.1	David Hatchley, Contracts Officer.
12.	<u>ANNEXES</u>
12.1	N/A.

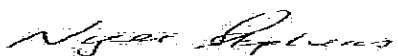
For OPCC use only

Office of the Chief Constable

I confirm that **Provision of Driver Education Offender Rehabilitation Scheme(s) Speed Awareness** report has been discussed and approved at a formal Chief Officers' meeting.

It is now forwarded to the OPCC for **approval**.

Signature:



Date: 18 February 2014


	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:



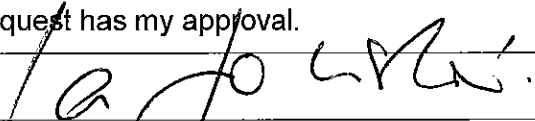
Date: 19/02/14

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:

