

OFFICE OF THE POLICE AND CRIME COMMISSIONER

DECISION NO: PCCG-2016-057

LEAD CHIEF OFFICER: Nigel Stephens,
Assistant Chief Officer - Resources

TITLE: The Provision of Consultancy Services for Implementation of Agresso Business World

DATE: 8 August 2016

TIMING: Urgent

PURPOSE: For decision

1. RECOMMENDATION

1.1 It is recommended that the contract for the Provision of Consultancy Services for Implementation of Agresso Business World be awarded to Supplier A, in accordance with paragraph 66 (C) of the Manual of Corporate Governance.

1.2 The call off contract is awarded for two (2) years in accordance with the Crown Commercial Services (CCS) G-Cloud 8 framework terms and conditions.

2. INTRODUCTION & BACKGROUND

2.1 The Force purchased Agresso Business World (ABW), Enterprise Resource Planning System (ERP) in March 2015.

2.2 Gwent and South Wales Police (SWP) have entered into a collaborative programme that will create an integrated ERP platform across the two organisations.

SWP have already developed and implemented a suite of fully integrated back office and resource management system under the Fully Integrated Resource Management System (FIRMS) Project.


A Project has been set up between the two forces to establish shared back office systems which will initially include co-hosted Finance and Procurement, Human Resources, Payroll and Duty Resources.

2.3 During December 2015 CV's were requested from the force's incumbent agency provider for a Project Accountant to lead and implement the Project ensuring alignment of both organisations' systems and process. The skills and experience of the candidates submitted were reviewed against service requirements; unfortunately none of the applicants were suitable.

2.4 In January 2016 a single tender was submitted and approved to secure a Project Accountant who had knowledge of the forces processes and systems to ensure key project deliverables were met within the required timescales.

2.5 Research was undertaken to establish if there were any suitable frameworks

	or contracts available to utilise for consultancy services to assist with the collaborative implementation.
2.6	The following frameworks were reviewed: Crown Commercial Services (CCS), Eastern Shires Purchasing Organisation (ESPO). The review identified that the most appropriate route to purchase consultancy services was CCS's G-Cloud 8 framework.
3.	<u>ISSUES FOR CONSIDERATION</u>
3.1	An evaluation was carried out in accordance with G-Cloud guidance and Unit 4 Business World was used as a search criterion to identify suitable suppliers on the Digital Marketplace
3.2	The initial search identified 6 suppliers. The purpose of formulating a long list is to refine the broad range of services available and find the service which best fits the organisations high level requirements within the Digital Marketplace.
3.3	On the Digital Marketplace there are lists of filters which will help to refine searches. Through applying multiple filters, the long list reduces to a manageable short list of services, which can then be evaluated individually.
3.4	To shortlist the suppliers further the criterion of minimum contract period was used. The filter reduced the identified the most appropriate supplier to Supplier A.
3.5	Shortlisting identified that two suppliers were listed twice, therefore the number of suppliers was reduced to four (4). A second supplier was removed from the process due to its limited offering. The remaining three (3) companies were evaluated based on their service definition, terms and conditions and pricing documentation).
4.	<u>NEXT STEPS</u>
4.1	On approval of the report, Supplier A will be awarded the call off contract for consultancy services.
5.	<u>FINANCIAL CONSIDERATIONS</u>
5.1	A quotation was also requested directly from Unit 4 Business Solution, the estimated implementation project days are as follows: HR/Payroll – 214 Finance and Procurement – 196 SWP Upgrade – 40 Total – 450 days
5.2	The total number of estimated days was used to model costs under the G-Cloud framework. A copy of the cost model is provided at Annex A.
5.3	The total cost for contracting directly with Unit 4 is £499,500.00. It is important to note that contracting directly with Unit 4 will be in breach of the public


	<p>Contracts Regulations 2015 (PCR15).</p> <p>Total cost under the G-Cloud framework is £519,625.00 plus expenses. However, it should be noted that the requirement is for a call off contract and where possible the number of consultancy days will be reduced. The G-Cloud framework also provides for consultancy staff at a lower level which may be appropriate as the project progresses and will reduce costs further.</p>
6.	<u>PERSONNEL CONSIDERATIONS</u>
6.1	A project team is currently being established across the two forces.
7.	<u>LEGAL IMPLICATIONS</u>
7.1	This report has been submitted in line with the European Directives and the Manual of Corporate Governance and in accordance with the conditions of the G Cloud framework.
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 Strategic Equality Plan 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	<p>The risk for the Commissioner if the contract is not approved and awarded are:</p> <ul style="list-style-type: none"> • Lack of skills and experience in force to develop a collaborative co-hosted fully integrated back office system • If consultancy is secured via a non-compliant route; we would be in breach of the Commissioner's Manual of Corporate Governance and the Public Contracts Regulations 2015
10.	<u>PUBLIC INTEREST</u>
10.1	Following approval, the report will be made available to the public.
11.	<u>CONTACT OFFICER</u>
11.1	Paula Corfield, Head of Procurement
12.	<u>ANNEXES</u>
12.1	<p>Costing model</p>  <p>Costing Model.xlsx</p>

Public Access to Information

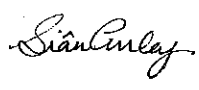
Information in this submission is subject to the Freedom of Information Act 2000 (FOIA) and other legislation. This submission will be made available on the OPCC website following consideration by the Police and Crime Commissioner.

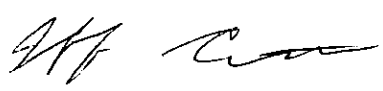
Are you satisfied that the contents and observations made are necessary and suitable for the public domain?	
In producing this submission, has consideration been given to 'public confidence'?	
If you consider that this submission should be exempt from the public domain, please state the reasons.	

For OPCC use only

Office of the Chief Constable I confirm that the Provision of Consultancy Services for Implementation of Agresso Business World report has been discussed and approved at a formal Chief Officers' meeting. It is now forwarded to the OPCC for approval purposes.
Signature: 
Date: 10.08.16

	Tick to confirm (if applicable)
Financial The Chief Finance Officer has been consulted on this proposal.	✓
OPCC The Chief of Staff 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 of Staff: 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: 10/08/16

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: 22/8/16

