

DECISION NO: PCCG-2014-002	
<u>OFFICE OF THE POLICE & CRIME COMMISSIONER</u>	
TITLE:	Provision of Driver Education Offender Rehabilitation Scheme (s) Speed Awareness
DATE:	22nd November 2013
TIMING:	A response is required as soon as possible for the utilisation of an additional three month extension period
PURPOSE:	For Approval
1.	<u>RECOMMENDATION</u>
1.1	To extend the current contract with TTC Group Ltd for a three month period from 1 January 2014 to 31 March 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. Currently, the contract is in the second year extension.
2.2	The contract was awarded for the Provision of Driver Education Offender Rehabilitation Scheme(s) Speed Awareness to a supplier who could deliver courses 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 for an additional three month period to allow for a handover period between the incumbent provider and potentially the new provider. During this period the forces will agree an end date for bookings to be made with the incumbent supplier 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 three to four months in advance of attendance on a course.
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, all that remains is clarification around the provider's rates and charges which have been submitted.
3.3	The award of the new procurement process has been delayed due to the complexity of the contract, the involvement of the four Welsh forces and ensuring all needs are met. In addition, there has been a requirement to carry

	out clarification on the Rates and Charges posed by the tendering suppliers to ensure that the forces get value for money on the services being delivered.
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 Office of the Police and Crime Commissioner (OPCC).
5.	<u>FINANCIAL CONSIDERATIONS</u>
5.1	The value of the extension for this contract has no cost to the OPCC. 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 12,600 delegates attending courses in the three month period.
5.2	The supplier has confirmed that they are happy to extend for the additional three 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 Manual of Corporate Governance.
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.
10.	<u>PUBLIC INTEREST</u>
10.1	Following approval of this report by the OPCC, 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: 3 January 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: 17/01/14	
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: 23.1.14	

