



Reference No: 2022-0009

## THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

### DECISION RECORD FORM

**REQUEST:** For PCC approval.

**Title:** Procurement report for the Commissioning of a Youth Independent Advisory Group.

**Executive Summary:**

The PCC for Cleveland has previously commissioned an organisation to deliver a Youth Commission via grant agreements. The role of the Youth Commission was to establish key priority areas for young people and to support them in undertaking consultation activities with other young people.

The Youth Commission were also involved in a range of activities including the scrutiny of Police stop and search and providing advice on ethical dilemmas.

As the grant agreement comes to an end a decision was made to formalise and broaden the range of activities which the OPCC would wish from a youth advisory body and to establish a clear structure for engagement and interactions.

In addition to formalising the activities a decision was also made to formalise the arrangement through a formal contract.

An advert was placed in Contracts Finder and the Bluelight E-tendering system inviting suppliers to bid for the 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 Youth Independent Advisory Group.

The Police and Crime Commissioner accept recommendation of the Evaluation Team to award the contract to Bidder 3.

<b>OPCC Lead Officer:</b> Sarah Wilson			
<b>Contractor Details (if applicable):</b> The Junction			
<b>Implications:</b>			
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"/>	
<b>(If yes please provide further details below)</b>			

**Decision Required – Supporting Information**

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

The Financial Envelope for this contract was set at £24,000 per annum over 3 years. Total of £72,000 over the 3 years.

Bidder 3 submitted a price for this service at £24,704 in year 1, £22,665 in Year 2 and £23,774 in year 3. Total cost over 3 years is £71,143 delivering savings of £857, against the funding set aside within the financial plans, over the 3-year term.

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

There are no additional legal implications arising from this decision. A contract for services awarded will be drafted by the procurement team, and performance delivery managed as part of the contract governance protocol.

Equality and Diversity Implications

Diversity and Equality Implications have been considered as part of this tender and specification development.

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 20/09/2022

**Police and Crime Commissioner:**

The above request HAS my approval.

Signed



Date 20/09/2022