

**THE OFFICE OF POLICE AND CRIME COMMISSIONER  
FOR DERBYSHIRE  
DECISION RECORD**

<b>Request for PCC Decision</b>	<b>Received in OPCC Date: October 2017</b>	<b>OPCC Ref: 50/17</b>
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**RECOMMENDATION TO AWARD THE CONTRACT FOR THE PROVISION OF ENVIRONMENTAL MANAGEMENT AT DERBYSHIRE CONSTABULARY AND DERBYSHIRE FIRE AND RESCUE SERVICE HEADQUARTERS**

**Executive Summary:**

Approval was sought to award contract for the Provision of Environmental Management at Derbyshire Constabulary and Derbyshire Fire and Rescue Service Headquarters to be provided by East Midlands Environmental Consultants Limited, for the period of 11 October 2017 to 10 October 2020, with the option to extend for a further 2 x 12 months, for the total contract value of £5,442.50 (detailed in report attached)

**Decision**

- i. To confirm the recommendation to award the contract to East Midlands Environmental Consultants Limited for the initial contract period of 11 October 2017 to 10 October 2020, with the option to extend for 2 x 12 months, for the total contract value of £5,442.50.

**Declaration**

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 for the Police and Crime Commissioner for Derbyshire. Any such interests are recorded below.

(Recorded interests: Patron of Sporting Futures, as declared on the Register of Disclosable Interests and Hospitality Gifts) and Derby City Councillor.

The above request has my approval.

<b>Signature</b> Hardyal Dhindsa	<b>Date 30 November 2017</b>
<b>PUBLICATION SCHEME CONSIDERATIONS</b>	
<b>Is the related Section B report to be published</b> <b>Yes</b> The report contains commercially sensitive information.	

<b>Is the publication of this approval to be deferred</b> <b>No</b> If Yes, provide reasons below <b>Date to be deferred to –</b> NB Statutory Instrument 2011/3050 (as amended by SI 2012/2479) states that: <i>all decisions made by a PCC are in the types of information that must “be published as soon as practicable after it becomes available to the elected local policing body”.</i>
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<b>OFFICER APPROVAL</b>	
<b>Chief Executive or Nominee:</b> I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner	
Name    Andrew Dale	Date 30 November 2017

**DECISION REPORT**  
**23 OCTOBER 2017**  
**REPORT OF THE POLICE AND CRIME COMMISSIONER**

**RECOMMENDATION TO AWARD THE CONTRACT FOR THE PROVISION OF ENVIRONMENTAL MANAGEMENT AT DERBYSHIRE CONSTABULARY AND DERBYSHIRE FIRE & RESCUE SERVICE HEADQUARTERS**

**1 PURPOSE OF THE REPORT**

- 1.1 Recommend approval to award contract for the Provision of Environmental Management at Derbyshire Constabulary and Derbyshire Fire and Rescue Service Headquarters to be provided by East Midlands Environmental Consultants Limited, for the period of 11 October 2017 to 10 October 2020, with the option to extend for a further 2 x 12 months, for the total contract value of £5,442.50.

**2 INFORMATION AND ANALYSIS**

- 2.1 As part of the construction process for a new Headquarters building, Resource and Environmental Consultants Limited (REC) were commissioned to create a Habit Management Plan (HMP). The report states that the habitats and ecological features of the site will be subject to regular monitoring by a qualified ecologist. The ecologists are required to hold licensing in relation to the work which is to be undertaken. Monitoring is required to be carried out in accordance with the provided schedule in the HMP, which includes trigger thresholds for remedial measures which will be required and any changes to following years management programme.
- 2.2 The evaluation team consisted of Andrew Kirkland (Building Repairs & Maintenance Manager), Ian Oldfield (Head of Assets) and Kirsty Holding (Procurement Assistant) for Derbyshire Constabulary.
- 2.3 The Request for Quotation (RFQ) was sent to 3 potential suppliers. 1 supplier submitted a quotation – East Midlands Environmental Consultants Limited.

The submissions were evaluated against the Most Economical Advantageous Tender Criteria (MEAT): Weighting 70% Price and 30% Quality.

- 2.4 Based on the detailed evaluation, East Midlands Environmental Consultants Limited demonstrated that they could meet the requirements which were outlined within the specification and provided a comprehensive response to the method statements.
- 2.5 Based on the evaluation of the pricing schedules, East Midlands Environmental Consultants Limited received the full 70 points. The quotation received from East Midlands Environmental Consultants Limited was within the original budget set for this procurement.

### 3 RECOMMENDATIONS

- 3.1 Confirm the recommendation to award the contract to East Midlands Environmental Consultants Limited for the initial contract period of 11 October 2017 to 10 October 2020, with the option to extend for 2 x 12 months, for the total contract value of £5,442.50.

### IMPLICATIONS

All implications are assessed and scored to the table below.

**HIGH** – supporting explanation and narrative required and to be contained within the report

**MEDIUM** – narrative to be contained within the report at the discretion of the author

**LOW** – no narrative required

	LOW	MEDIUM	HIGH
Crime & Disorder			
Environmental			
Equality & Diversity			
Financial			
Health & Safety			
Human Rights			
Legal			
Personnel			

<b>Contact details in the event of enquiries</b>	<b>Name:</b>
	<b>External telephone number:</b>
	<b>Email address: @derbyshire.pnn.police.uk</b>