

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



**Purpose of Document -**

PROCUREMENT PURPOSES -

ESTATES PURPOSES -

**SUMMARY SECTION**

**(To be completed by requester)**

<b>Departmental Ref No:</b> <b>TO BE PUBLICISED</b>	Finance & Business Services		
<b>Decision Title:</b> <b>TO BE PUBLICISED</b>	CN1000940 Vehicle Recovery Services – D S West Motors		
<b>Background Information to Decision:</b> <b>NOT TO BE PUBLICISED</b>	n/a		
<b>Decision Notice information that will be publicised:</b> <b>TO BE PUBLICISED</b>	Derbyshire Police have an existing contract for Vehicle Recovery Services		
<b>Decision’s Supporting Papers: (e.g. any supporting background papers that add context to the decision and a copy of the contract)</b> <b>NOT TO BE PUBLICISED</b>	<p>Recommend approval to vary the contract for Vehicle Recovery Services for D S West Motors Ltd to provide cover on the zone B South one, previously covered by Kems Autos.</p> <p>The original contract was put in place, as the Force required a provider to manage our requirement for Vehicle Recovery Services and 4 companies were appointed to ensure coverage for the whole county.</p> <p>This contract commenced on 1<sup>st</sup> December 2010 but we do not have a copy of the original signed contract. Neither do the contractors. We hold a copy of the terms and conditions issued with the tender in 2010, which is the basis upon which the services should be performed and we use this contract as the contractor agreed to abide by those terms and conditions within the tender.</p> <p>Unfortunately, due to terminal illness of the owner of KEMS Recovery – they have had to pull the service provision with immediate effect and we have approached the other 3 providers to cover a zone called B South 1.</p> <p>The 3 remaining providers are Wests, Burrows &amp; Richford.</p> <p>This contract is complex and requires fully vetted and trained staff, and the remaining 3 contractors are willing and able to support the force until the service is retendered later this summer.</p> <p>The value does not exceed 50% of the original contract value, and is therefore compliant under the 2015 Public Contract Regulations.</p>		
<b>Contact Name:</b>	Joan Watson 17091		
<b>Date:</b>	27.04.2021	<b>OPCC Decision Reference:</b>	DN32-21

**SCRUTINY SECTION****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.

**(To be completed by requester)**

Implications	L	M	H
Crime & Disorder	x		
Environment	x		
Equality & Diversity	x		
Financial	x		
Health and Safety	x		
Human Rights	x		
Legal	x		
Personnel	x		

**DEPARTMENTAL COMMENTS** \* departments listed as N/A will be treated as not applicable for comment for this particular decision notice, however, the details as to why will need to be completed still.

**(To be completed by requester)**

Department:	Comments received from department on:	Checked by procurement/estates on:	If N/A please explain why:
Information Management (DPIA completed if no explain below)			n/a
Health & Safety			n/a
Strategic Finance			n/a
Equality & Diversity (EIA completed if no explain below)			n/a
Vetting			n/a
Counter Corruption Unit			n/a
Human Resources			n/a
Representative body consultation (i.e. Unison/Police Fed)			n/a
Estates			n/a
IS			n/a
Please state Departments comments as indicated above:	This is a variation to an existing contract, so a notification wasn't required.		

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## PUBLICATION SCHEME CONSIDERATIONS

**(To be completed by requester)**

Is the decision notice information listed above to be published	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/> (provide details below) If confidential no
Is the publication of this approval to be deferred Very rare to be deferred	YES <input type="checkbox"/> (provide details below)	NO <input checked="" type="checkbox"/>
Date to be deferred to: NB Statutory instrument 2011/3050 (as amended by SI 2012/2479) states that 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.		


## FIRST TIER SIGN OFF SECTION

### FORCE-AUTHORISATION

**(To be completed by Force)**

<b>Legal representative</b>	
Comments:	
Contact Name:	
Date:	
By filling in the above information I confirm agreement to the signing of these Contract Documents by the Police & Crime Commissioner for Derbyshire.	

<b>Head of Procurement/Head of Estates (as appropriate)</b>	<i>Rob Atkinson</i>
Comments:	Process and decision to award fully supported.
Contact Name:	R Atkinson
Date:	27.04.2021

Director of Finance	
Comments:	Approved
Contact Name:	Simon Allsop
Date:	27.04.2021


## **SECOND TIER SIGN OFF SECTION**

### **OPCC – AUTHORISATION**

**(To be completed by OPCC)**

#### **CHIEF EXECUTIVE, OPCC OR CHIEF FINANCE OFFICER, OPCC ASSURANCE/RECOMMENDATIONS:**


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.

Signed:	Date:	1 July 2021
		

#### **POLICE AND CRIME COMMISSIONER:**

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:

The above request has my approval.

Signed:	Date:	1 July 2021
		

## **Confidential Annexe**

### **ADMIN SECTION**

**(To be completed by OPCC Meetings and Records Officer)**

### **WEBSITE PUBLICATION**

OPCC Meetings and Records Officer Name:	
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<b>OPCC Website Publication Date:</b>	
<b>OPCC Updated Decision Log Date:</b>	

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