

PCC Decision Form

Title of Request	Name of Proposer (eg Chief Executive, Chief Constable, Director of Finance)	Date of Request
PCC to sign the Restorative Justice Service Contract	Chief Finance and Commissioning Officer	22 March 2019

Private / Exemption - Yes / No If Yes Reason Why (eg Schedule 12A Local Government Act 1972, Freedom of Information Act 2000)	Urgent (if Yes, Why and by When?)
No	Contract start date is 01/04/19

Decision Requested

The Police and Crime Commissioner (PCC) is recommended to agree the award of a two year contract for delivery of a co-commissioned Restorative Justice Service in South Yorkshire

Executive Summary of Request Supporting Report attached? **No**

The PCC and Chief Finance and Commissioning Officer have been consulted and updated throughout the process to award the South Yorkshire Restorative Justice Service contract.

The contract is for a South Yorkshire Restorative Justice Service, which has been co-commissioned by the Office of the Police and Crime Commissioner in partnership with the South Yorkshire Community Rehabilitation Company (SYCRC). The initial contract length is two years; subject to review there are two twelve month extension options. The total value for the initial two year contract period is £377,912.80. The contract starts 01 April 2019 and the initial period ends 31 March 2021. A collaboration agreement exists between the PCC and SYCRC in respect of this contract.

Restorative Justice offers victims an opportunity to be heard and to have a say in the resolution of offences, including agreeing rehabilitative or reparative activity for the offender with the victim following direct contact between them. It can provide a means of closure and enable the victim to move on. Under this contract, the provider will provide Restorative Justice through face-to-face meetings in direct conferences and other indirect methods of communication between victim and offender such as shuttle conferencing, exchange of written communication, written apology or reparative work.

Following market research, research with previous service users and considering the limited supplier landscape the route to market undertaken for the procurement of this service was an open OJEU tender process.

The weighting for this tender was 70% quality and 30% price; bids were evaluated by the following evaluation panel.

Billie Heafield	Category Manager (Procurement Lead)
Marie Carroll	Partnerships and Commissioning Manager (OPCC)
Linda Mayhew	Criminal Justice Board Business Manager

PCC Decision Form

Andrew Froggatt	Sergeant (SYP)
Luke Shepherd	Head of Reducing Re-Offending & Compliance (SYCRC)

To support a robust and comprehensive evaluation process both bidders were invited to participate in clarification presentations. The presentations were held in order to clarify the tenderers' responses to certain method statements, and assist the evaluation panel to understand the organisations' proposed methodology for delivering the service.

The process resulted in the contract being awarded to REMEDI.

Approval by proposer (SLG lead / OPCC SMG lead) and confirmation request is ready for PCC consideration

Submitted for approval by the Partnerships and Commissioning Manager

Signed:	Date:
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Considerations	Evidence of information or advice gathered or discussion / consultation conducted	How has all this evidence impacted on overall proposal?
Public and / or Partners	The specification was drafted in consultation with co-commissioners SYCRC. South Yorkshire Police has been involved throughout the process and was represented on the evaluation panel. Service user input was taken from previous research work and built into the specification	
Impact on Service	Awarding the contract for two years (with options to extend) provides continuity for the service provider which will assist it in delivering a suitable model for South Yorkshire and retain experienced staff. It further demonstrates the commissioning partners' commitment to delivering a quality RJ service.	
Financial	The Financial Liabilities are set out in the Collaboration agreement between commissioners and in the contract terms and conditions between the PCC and REMEDI.	
Legal	The terms and conditions used for this service are the standard terms and conditions recommended by Regional Procurement. Given the service additional special terms and conditions for Safeguarding Vulnerable Adults are in place.	
HR	There are no HR implications.	

PCC Decision Form

T/Unions / Staff Assoc.	There are no Union implications.
Equality & Diversity (Public Sector Equality Duty)	It is explicit in the specification that the service is to be available to all members of the community and delivered in a culturally sensitive manner. During the procurement process an Equalities Impact Assessment was carried out, input and advice was provided by the Force Equalities lead.
Risks / Opportunities	<p>This service supports victims of all age where the offender is an adult; a separate service exists where the offender(s) is a young person. The specification requires the provider to ensure they work with the provider of the young person service to ensure the victims are best supported.</p> <p>Changes in the probation landscape may result in a change in the co-commissioned arrangement towards the end of the initial contract period.</p>
Sustainability	The service is funded by way of the Victim Service Grant the PCC receives from the Ministry of Justice (MoJ) and financial contribution from SYCRC.
Other (specify)	

Views of PCC's Chief Finance & Commissioning Officer

There is sufficient budget within the MoJ Victim Services Grant to cover cost of this service and the service meets the MoJ grant conditions for services. In providing the service contribution is made to the PCC's obligations to provide victim services as per the Code of Practice for Victims and it contributes to delivering Police and Crime plan priorities.

Signature: 

Date:

26.3.19

Views of PCC's Chief Executive & Solicitor

Supported for reasons outlined by the Chief Finance Officer.

Signature: 

Date:

27/3/19

PCC's Decision

PCC Decision Form

Approved as above

Signature:		Date:	29-03-2019
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OPCC GATEKEEPER (Information Officer)

Decision Ref. No	PAB Minute No: (where applicable)	Date Proposer notified of Decision	Date Published