NOTTINGHAMSHIRE POLICE & CRIME COMMISSIONER

Nottinghamshire Police and Crime Commissioner – Notice of Decision

Author Role Title:	[redacted]
Force Executive Team proposer/OPCC proposer:	Natalie-Baker-Napier, Head of Violence Reduction Partnership
Date received by OPCC: *(to be added by OPCC)*	21/9/26
Ref: *(to be added by OPCC)*	2026.038
Previous related decisions:	
Select Timing and add a rationale:	☒ Urgent ☐ Normal ☐ Urgent (within 3 working days) Normal (within 10 working days)

Title:	2026.27 Operation Reclaim Community Engagement and Data Visualisation Services Contract Awards

Executive summary:

Approval is sought to award contracts to **Communities Inc** and **City as Lab** to support the delivery of community engagement activity within the Violence Reduction Partnership's Operation Reclaim programme. The combined value of the proposed contract awards is **£6,386.72**.

Communities Inc is recommended for a contract award of **£2,500** to deliver community focus groups and community storytelling activity between September and December 2026. The service will facilitate structured community engagement, gather qualitative insight from participants and produce community stories and supporting media outputs that capture local experiences and perspectives linked to Operation Reclaim.

City as Lab is recommended for a contract award of **£3,886.72** to provide venue hosting, facilitation support and data visualisation services between September and October 2026. The service will support the delivery of focus groups and enable engagement findings to be analysed and presented in accessible formats that can inform future programme development and decision-making.

Both contracts support the Violence Reduction Partnership's commitment to community engagement, co-production and evidence-led approaches to violence reduction. The proposed suppliers have demonstrated the skills, experience and capacity required to deliver these specialist services within the required timescales and budget. Appropriate due diligence has been undertaken and confirms satisfactory governance, financial and operational arrangements. It is therefore recommended that both contract awards are approved.

Decision(s) to be taken:

The Police and Crime Commissioner is asked to:

1. Approve the award of a contract valued at **£2,500** to **Communities Inc** to deliver Operation Reclaim Community Focus Groups and Community Storytelling Services between **20 September 2026 and 31 December 2026**.

2. Approve the award of a contract valued at **£3,886.72** to **City as Lab** to deliver Operation Reclaim Community Focus Groups Hosting and Data Visualisation Services between **30 September 2026 and 21 October 2026**.

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Information in support of decision:
(summary of due diligence conducted and compliance matters)

The person proposing this decision should consider and confirm if there are any implications in the following advice areas that should be included within this decision record form. The list below is not exhaustive and there may be other advice that may be pertinent to include. ***For Nottinghamshire Police (NP) decisions, the NP CFO must be made aware of all decisions before they are sent over to the OPCC***

If you have sought advice, please confirm that advice has been sought in the boxes below as follows **'advice has been sought and considered when proposing the decision'** please retain the advice in case it is required at a later stage of the decision-making process.

If you have not sought advice from any of the advice areas, please state, 'not applicable' and the reason why this was not applicable to provide to the decision taker.

Consultation/Consideration	Comment/Advice/Evidence
Legal (*State Role*)	The documentation used has been previously approved by Legal.
Financial (*State Role*)	The documentation has been approved by Business Partner
Commercial (*State Role*)	Falls below procurement threshold.
People Services (*State Role*)	No staffing implications to OPCC.
Equality & Diversity (Public Sector Equality Duty) (*State Role*)	The commissioned activity has been specifically developed to engage a diverse range of stakeholders, including young people, residents, businesses, students, community representatives, service users, practitioners, transport providers and community safety partners. The focus groups and community engagement activity are intended to ensure that a broad range of voices, experiences and perspectives are captured and reflected in future community safety planning and service development. No adverse equality impacts have been identified as a result of this proposal.
Data Protection Impact Assessment (DPIA) (*State Role*)	A DPIA is not required as the contracts do not introduce any new processing or sharing of personal data on behalf of the OPCC beyond routine engagement activity required for delivery. Appropriate information governance, confidentiality and data handling provisions are incorporated within both contracts and suppliers are required to comply with UK GDPR, the Data Protection Act 2018 and the contractual data handling requirements.
Other e.g. Environmental, Sustainability: *(Specify here)* (*State Role*)	No significant environmental impacts have been identified because of this proposal.

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Is any supporting information attached?	Yes	☒	No	☐
Is any of the supporting information classified as non-public or confidential information?	Yes	☐	No	☒
If yes, please state under which category (for example, Schedule 12A of Local Government Act 1972, Freedom of Information Act 2000)				

Financial information *(include the £ value, financial year/s, and confirmation of budget provision or funding source)*	
Approval is sought for expenditure of **£6,386.72** in total, comprising: • **Communities Inc: £2,500**. • **City as Lab: £3,886.72.** The expenditure will be met from approved **Operation Reclaim / Violence Reduction Partnership funding** within the relevant 2026/27 budget provision. Sufficient budget provision is available to meet the costs associated with these contracts.	
Signature: Chief Finance Officer	[redacted]
Date:	22/09/2026

Monitoring Officer approval:	
I have been consulted about the proposal and confirm that the appropriate 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.	
Signature: Chief Executive & Monitoring Officer	[redacted]
Date:	24/09/2026

Declaration:	
I confirm that I do not have any disclosable pecuniary interests in this decision, and I take the decision in compliance with the Code of Conduct for the Nottinghamshire Office of the Police and Crime Commissioner. Any interests are indicated below: The above request has my approval	
Signature: Nottinghamshire Police & Crime Commissioner	[redacted]
Date:	24/09/2026