

## Nottinghamshire Police and Crime Commissioner – Notice of Decision

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<b>DECISION OR INFORMATION:</b>	Decision
<b>DATE RECEIVED:*</b>	19.07.23
<b>REF:*</b> (to be inserted by the OPCC)	2023.071

<b>TITLE:</b>	Developing, undertaking, and analysing surveys and focus groups
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<b>EXECUTIVE SUMMARY:</b>
<p>The Commissioner is seeking a provider to develop, undertake and analyse surveys and focus groups.</p> <p>A Request for Proposals was disseminated to seven organisations. Two bids were received and following an evaluation of these bids, SMSR Ltd is the preferred bidder. The Contract will run from 1 August 2023 to 31 March 2025.</p> <p>The total value of the contract is estimated to be no more than £50,000 for the duration of the contract, including any potential call off work throughout the duration of the contract.</p> <p>The PCC is therefore requested to approve the award of a contract to SMSR Ltd to develop, undertake and analyse a range of focus groups and surveys as required to help inform specific areas of work at a total cost of up to £50,000 from August 2023 to March 2025.</p>

<b>INFORMATION IN SUPPORT OF DECISION: (eg report or business case)</b>
<p>A Request for Proposals including a detailed breakdown for the below areas of work was disseminated to seven organisations:</p> <ul style="list-style-type: none"> <li>• End of project survey for Safer Streets 4</li> <li>• Policing Priorities and Budget Setting Focus Groups for 2023/24 and 2024/25 and</li> <li>• Pricing examples for a day rate for ad hoc survey and focus groups.</li> </ul> <p>Two bids were received. Bids were scored independently by four individuals and then moderated as a group. Bids had to meet quality and financial threshold scores. SMSR Ltd was the highest scoring bidder.</p>

<b>FINANCIAL INFORMATION</b>		
The funding is revenue and is in budget.		
<table border="1"> <tr> <td><b>Signature:</b> Chief Finance Officer</td> <td><b>REDACTED</b></td> </tr> </table>	<b>Signature:</b> Chief Finance Officer	<b>REDACTED</b>
<b>Signature:</b> Chief Finance Officer	<b>REDACTED</b>	

\*\* See guidance on non-public information

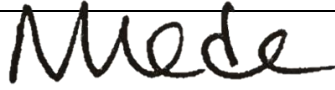
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<b>Date:</b>	17.08.23
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<b>Is any of the supporting information classified as non-public or confidential information?*</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If yes, please state under which category from the guidance**	
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<b>DECISION:</b>
The PCC is requested to approve the award of a contract to SMSR to develop, undertake and analyse a range of focus groups and surveys as required to help inform specific areas of work at a total cost of up to £50,000 from August 2023 to March 2025 for the OPCC.

<b>OFFICER APPROVAL:</b>	
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.	
<b>Signature: Deputy Monitoring Officer</b>	
<b>Date:</b>	17.08.23

<b>DECLARATION:</b>	
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	
<b>Signature: Nottinghamshire Police &amp; Crime Commissioner</b>	
<b>Date:</b>	22.08.23

\*\* See guidance on non-public information