



THE POLICE & CRIME COMMISSIONER FOR CLEVELAND

DECISION RECORD FORM

REQUEST: For PCC approval.

Title: OPCC Website Redevelopment

Executive Summary:

The OPCC had been operating with the same website supplier since the office was established in 2012, after the Cleveland Police Authority website was archived. As the contract with the supplier drew to a close and in preparation for a new PCC to be elected, the OPCC went out to tender for a new supplier to design, develop, launch and host a new PCC website.

As well as creating a more visually attractive and more easily navigable site, a key driver in seeking a new website was to make the OPCC online presence more accessible for those with additional needs. The previous OPCC website was not compliant with the Web Content Accessibility Guidelines (known as WCAG 2.1). These guidelines, endorsed by the UK government, explain how to make digital services, websites and apps accessible to everyone, including users with impairments to their vision, hearing, mobility and thinking/understanding. All public sector website must be compliant as of September 2020.

An Open Tender Procurement was the chosen as the most effective way to procure the service to enable a wide selection of bidders to apply. An open tender is a competitive exercise whereby a tender is advertised and all bidders whom express an interest can access the tender documentation and submit a bid.

One bid was received by Mixd, a Leeds-based user experience digital agency specialising in information design for the public sector. With over 70 public sector clients they specialise in developing resilient and future-proof websites that meet Government Digital Service (GDS) Service Standard.

The 48 month contract will run from February 2020 to February 2024, with an option to extend by an additional year. This additional year will give the OPCC resilience with a PCC election now expected to take place in 2025.

The contract has a value of £54,786, broken down into:

- Website Design and CMS (Year 1 only): £29,070
- Hosting (48 months): £12,756
- Support (48 months): £12,960

Decision:

To approve £54,786 to fund Mixd to develop, design and implement a new OPCC website and provide hosting and support services for four years.

OPCC Lead Officer: Hannah Smith

Contractor Details (if applicable): Mixd

Implications:

Has consideration been taken of the following:	Yes	No
Financial	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Legal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Equality & Diversity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Human Rights	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Sustainability	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Risk	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
(If yes please provide further details below)			

Decision Required – Supporting Information

Financial Implications: (Must include comments of the PCC’s Chief Finance Officer where the decision has financial implications)

The funding to support this decision is affordable within the current OPCC budget.

Legal Implications: (Must include comments of the Monitoring Officer where the decision has legal implication)

Having read this report and having considered such information as has been provided at the time of being asked to express this view, the Assistant Chief Executive is satisfied that this report does not ask the PCC to make a decision which would (or would be likely to) give rise a contravention of the law.

Equality and Diversity Implications

An Equality Impact Assessment will be completed for the new website to ensure the changes we are implementing will be accessible to all. It is likely that the outcome of this assessment is that the new website will present a far better offer for those with additional needs than our current website.

Human Rights Implications

There are no Human Rights implications associated with the award of this contract.

Sustainability Implications

There are no Sustainability implications associated with the award of this contract.

Risk Management Implications

A Data Protection Impact Assessment (DPIA) will be completed in regards to the processing of personal data associated with using the website and for any other additional information collecting processes associated with the site.

OFFICER APPROVAL

Monitoring Officer

I have been consulted about the decision and confirm that financial, legal, and equalities advice has been taken into account. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Commissioner.

Signed 

Date 20/11/2020

Police and Crime Commissioner:

The above request HAS my approval.

Signed



Date 10/02/2021