
Decision Maker:	PORTFOLIO HOLDER FOR CHILDREN, EDUCATION AND FAMILIES
Date:	Tuesday 25 January 2022
Decision Type:	Non-Urgent Executive Key
Title:	DOMESTIC ABUSE: EXTENSION AND VARIATION OF CONTRACT
Contact Officer:	Rachel Dunley, Head of Service for Early Intervention and Family Support 0208 461 7261 Rachel.dunley@bromley.gov.uk
Chief Officer:	Richard Baldwin, Director of Children, Education and Families
Ward:	All Wards

1. Reason for report

- 1.1 The Council holds a contract with Bromley and Croydon Women's Aid for the delivery of a range of support services to women and girls at risk of, or who have suffered, domestic abuse ('DA'). The contract is wholly grant funded and continuation of the service is dependent upon confirmation of recurrent grant funding.
- 1.2 A one year contract commenced on 1st April 2020, with an option to extend for a further two years. The contract length was set so that it aligned with grant funding arrangements. The estimated annual value was £179K and an estimated whole life value of £546K.
- 1.3 Grant funding for 2020/2022 was confirmed for one year only and so Approval to Extend the contract for one year up to 31 March 2021 was granted on 23 December 2020 (CEF 200015). In addition, the contract was varied to reflect the cessation of the perpetrator element (£30,000). This reduced the annual contract value by £30k.
- 1.4 A Portfolio Holder Gateway Report was presented on 31 March 2021 to further vary the DA contract with BCWA due to commence on 1 April 2021 to incorporate the majority of the DRIVE Perpetrator Programme MOPAC funding allocation at the value of £47,553 to cover the cost of an additional IDVA for 14 months (split across 2020/21 £7,392, and 2021/22 £40,161).
- 1.5 A report (CEF 21015) was submitted in June 2021 seeking permission to proceed to procurement for the provision of domestic abuse services for a total of 5 years on a 1 + 3 + 1 basis at an estimated cost of £150K per annum subject to confirmation of the supporting grant award. This did not include the funding for an additional DRIVE IDVA as this was not proposed to continue past 31 March 2022.
- 1.6 Permission was granted to proceed to procurement and a tender exercise ran from October to November 2021. Research shows that due to insufficient funding to support the contract the tender failed.
- 1.7 On 8 December 2021 MOPAC confirmed that they would continue to support the delivery of the DRIVE Perpetrator Programme until 30 September 2022 and grant funding to continue the DRIVE IDVA will be

received. BCWA have confirmed that cost of the DRIVE IDVA for the period 01 April – 30 September 2022 is £20,897. This is within the grant allocation.

1.8 We are seeking to: -

- (a) use the final option to extend this contract for a further one year commencing on the 1st April 2022, and
- (b) vary the original estimated contract value for 2022/23 from £154,262 to £200,000 cover the increased costs of delivering victim support services as proposed by Bromley and Croydon Women's Aid to deliver this service following the unsuccessful Tender exercise: and
- (c) vary the contract value to cover the additional MOPAC funded DRIVE IDVA post six months until 30 September 2022, at a cost of £20,897.

2. RECOMMENDATION(S)

- 2.1 The Portfolio Holder is recommended to extend the existing domestic abuse ('DA') contract with Bromley & Croydon Women's Aid for one year utilising the final option to extend the current contract for 1 year, commencing April 1 2022.
- 2.2 The Portfolio Holder is further recommended to vary the proposed annual cost of the DA contract for services to support victims of abuse for 2022/23 to reflect the substantial increase in the costs of Bromley and Croydon Women's Aid to deliver this contract safely to women within the Borough. The new estimated annual value will be £200,000. This is an increase on the estimated value of the contract, originally £154,262 for 2022/23.
- 2.3 The Portfolio Holder is further recommended to vary the proposed value of the DA contract to incorporate the additional six months MOPAC funding for the continuation of the DRIVE IDVA post at the cost of £20,897 until 30 September 2022.
- 2.4 The Portfolio Holder is recommended to approve the variation to the contract estimated annual and whole life values as follows: -
 - (i) WAS: as per previous Gateway Report to the Portfolio Holder dated 31 March 2021; Updated to reflect the inclusion of the DRIVE grant for 2020/21 and 2021/22 and totalled £186,392 for 2020/21, £191,769 for 2021/22 and £154,262 for 2022/23 with a whole life value of £532,423.
 - (ii) NOW: as per this Gateway Member Report; Updated to reflect the recommendations in 2.1 – 2.3 above and updated to reflect the increase in the value of the victim services contract for 2022/23 and the recent confirmation of the extension to the DRIVE grant for 2022/23 this now totals £186,392 for 2020/21, £191,769 for 2021/22 and £220,897 (this is £200,000 for victims' support services plus the £20,897 for the DRIVE IDVA) for 2022/23 with a whole life value of £599,058.

Impact on Vulnerable Adults and Children

1. Summary of Impact:
Domestic Abuse is an horrific crime which impacts on vulnerable adults and their children. Responding to domestic abuse is a complex and multi-faceted issue that touches many people's lives in many different ways. Domestic violence is like no other crime insofar as the perpetrator has intimate and constant access to the victim. Domestic violence and abuse are experienced by adults and children from all backgrounds, and many domestic incidents remain unreported and often result in devastating consequences for long term mental and physical health.
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Corporate Policy

1. Policy Status: Existing Policy:
 2. BBB Priority: Children and Young People
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Financial

1. Cost of proposal: £186,392 for 2020/21, £191,769 for 2021/22 and £220,897 for 2022/23 with a whole life value of £599,058.
 2. Ongoing costs: N/A
 3. Budget head/performance centre: 132569
 4. Total current budget for this head: £221K
 5. Source of funding: MOPAC (Mayors Office for Police & Crime) LCPF (London Council Police Fund) and core funding
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Personnel

1. Number of staff (current and additional): N/A as this service is outsourced.
 2. If from existing staff resources, number of staff hours: N/A
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Legal

1. Legal Requirement::
 2. Call-in:
-

Procurement

1. Summary of Procurement Implications:
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Customer Impact

1. Estimated number of users/beneficiaries (current and projected):
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Ward Councillor Views

1. Have Ward Councillors been asked for comments? N/A

3. COMMENTARY

- 3.1 Responding to domestic abuse is a complex and multi-faceted issue that touches many people's lives in many different ways. Domestic abuse is like no other crime insofar as the perpetrator has intimate and constant access to the victim. Domestic abuse is experienced by adults and children from all backgrounds, and many domestic incidents remain unreported and often result in devastating consequences for long term mental and physical health.
- 3.2 Domestic abuse is considered a gendered crime. We focus on the needs of women and girls due to the disproportionate impact of domestic abuse crimes on women and girls. Almost 1 in 3 women aged 16-59 will experience domestic abuse in her lifetime. (ONS 2019) According to the Crime Survey for England and Wales 2019, an estimated 1.6 million women (7.5%) and 3.8% of men experienced domestic abuse in the last year (year ending March 2019). Women are more likely to experience higher rates of repeated victimisation and are more likely to be seriously hurt or killed than male victims of domestic abuse (ONS 2019) They are also more likely to be subjected to coercive and controlling behaviours and experience higher levels of fear. In the year ending March 2019, the majority of defendants in domestic abuse-related prosecutions were men (92%) and the majority of victims were female (75%).
- 3.3 The Crime and Disorder Act 1998 places a statutory requirement on local authorities to monitor the level of domestic abuse in their communities and establish partnerships, in order to reduce the problem as well as work together with other agencies to highlight the issue and coordinate a response. In 2021 the Domestic Abuse Act gained Royal Assent and became law. This Act placed additional statutory duties on the Local Authority e.g., to provide support to victims of domestic abuse and their children in refuges and other safe accommodation. <https://www.legislation.gov.uk/ukpga/2021/17/contents/enacted>
- 3.4 Domestic abuse costs society an estimated £15.7bn per year. Domestic abuse has a significant impact on a wide range of services including housing, criminal justice and social service provision. Nationally, violent crime figures show that despite a long downward trend in violent crime, domestic abuse remains a widespread problem which affects more than 8.5% of women and 4.5% of men every year, two women are killed every week in England and Wales by a current or former partner. The Home Office's 'The Economic and Social Costs of Domestic Abuse' Research Report dated January 2019 suggests (p.6) that the total cost of domestic abuse in England and Wales for 2016/17 including economic and social costs, reached a staggering £66bn with a unit cost of £34,015. The report further suggests that whilst the £66bn cost appears large, it is most likely an under-estimate.
- 3.5 DA services were commissioned and approved by the Children Education and Families Portfolio Holder on 09 October 2019 to deliver an Independent Domestic and Sexual Violence Advocate (IDSVA) service, Community Domestic Abuse Projects, and a Perpetrator Programme. These services are currently delivered through a single contract on a 1 + 2 year basis, where year one was 2020/21, year two was 2021/22 and this paper seeks to use the final available extension in year three for 2022/23; the service was advised on 2 December 2021 that MOPAC funding is continuing.
- 3.6 Members will recall that the DRIVE programme was funded to 31 March 2022 under a separate grant agreement with MOPAC and on 8 December 2021, confirmation was received from MOPAC that this funding would continue until 30 September 2022. The funding provides for an IDVA to work alongside the DRIVE programme.
- 3.7 These services are funded by the Mayor's Office for Police and Crime (MOPAC) as part of the London Crime Prevention Fund (LCPF). The LCPF also fund projects across Community Safety.
- 3.8 The London Assembly state that "recorded domestic abuse offences across London have significantly risen in recent years and during COVID this significantly increased with the highest ever presentation of victims in Bromley seeking support; e.g., data shows our IDVA Support Service received 466 referrals in 2019/20, but this increased to 943 in 2020/21. During 2021/22 we have seen similar pattern with 431 referrals in the first 6 months to 30 September 2021.

- 3.9 There is a strong financial case for the need to continue to invest in specialist support services as well as targeted training and resources for frontline staff, in order to reduce the extent and impact of domestic abuse. Reducing funding to specialist services should not be seen as necessary or unavoidable cost saving. The evidence of independent reports shows this would be a false economy, not just in terms of the quality of the service and support that is offered to our local communities, but also in financial cost to the London Borough of Bromley.
- 3.10 This will ultimately reduce the pressure on, and costs to, statutory public services. If support services are reduced and domestic abuse continues to increase the demand for services such as housing, adult and children's social care increase in direct proportion.
- 3.11 Domestic abuse sits within an increasing body of legislation, policy and guidance that is applicable to victims, perpetrators and children. The Crime and Disorder Act 1998 places a duty on local authorities and the police to work together with other agencies to tackle crime at a local level through the provision of a Community Safety Strategy that should include domestic abuse.
- 3.12 Since an open tender in 2019 the Domestic Abuse commissioned services have been carried out by Bromley and Croydon's Women's Aid. The contract commenced on 1st April 2020 and the following services are currently provided under the contract:
- **CSU and Community IDVA** – One IDSVA is based with the Community Safety Unit (CSU) offering a specialist support service to police staff and the high risk domestic/sexual abuse cases they work with.
 - **Young Person IDVA** – This IDVA will support 16-17 year old victims of domestic abuse. The Young Person's IDVA works with the Leaving Care Team and with schools and youth clubs. In addition the post co-locates with the Children Early Intervention Team.
 - **Specialist Adult Support IDVA** – This IDSVA provides specialist support to vulnerable and elderly victims of domestic violence; nearly half of elderly victims of domestic abuse also have a disability. The IDSVA links in and is a single point of contact for the Adult Early Intervention Team, substance misuse and mental health teams to support service users with complex additional needs.
 - **Community Domestic Abuse Projects** – This includes The One Stop Shop and victim/survivor support groups. The One Stop Shop is a free and confidential service for victims and survivors of domestic abuse offering services under one roof. Victim/survivor support groups are approximately a 12 week course with the overarching aim to help women who have experienced domestic violence make sense of and understand what has happened to them and to recognise potential future abusers.

4. SUMMARY OF THE BUSINESS CASE

- i. This contract is funded by MOPAC's LCPF grant. The current MOPAC funding model has been inconsistent; previously it ran to a four year award cycle split into two blocks of two years. Recently this changed to a 1 year settlement and in December 2021 changed again to a three year settlement. The local authority is required to bid for this funding in the run up to 'year 1', outlining the full proposal for the three years. Consequently, the future funding model is uncertain. The authority is exploring options for the service should MOPAC funding reduce or cease in the future.
- ii. The current commissioned provider of the DA victims' support services is Bromley and Croydon Women's Aid (BCWA) who have a contract until 31st March 2022 with a final option to extend for 1 year, subject to funding which has now been confirmed.
- iii. The Local Authority had intended to proceed to procurement in order to refresh and use the learning from COVID in terms new and different ways to offer more effective delivery models however, following the approval to procure in June 2021, the Tender Exercise ran from 4 October through to 8 November 2021. 24 organisations viewed the tender however no tenders were received. 2 organisation provided feedback and research shows the tender failed due to insufficient funding to deliver the contract.

- iv. The standard 6 month window prior to the contract end date required by Bromley for all extensions to contract has been missed due to the failed Tender exercise and late confirmation from MOPAC of the grant award.
- v. Advice was sought from colleagues in Procurement, the AD and Director for Children's Social Care and the Chief Executive. A decision was taken to explore with the current provider the option to utilise the remaining 1 year extension available. Discussions took place with the current provider, who provided feedback on their decision not to tender for the new contract, and a subsequent meeting on 15 December 2021 resulted in agreement, subject to Member approval, to utilise the option to extend the existing contract for a final year with an increase contract value of £200,000 for 2022/23. Following the meeting with our commissioned provider, we are now in a position to seek authorisation for the variation and extension to this contract.
- vi. In the interim, MOPAC separately confirmed the continuation of the DRIVE funding for 6 months to 30 September 2022. This also requires a variation to the contract in order to continue the funding for the additional IDVA to work alongside the DRIVE programme.
- vii. Performance of the contract is generally good, and the Key Performance Indicators have been tightened up as part of the specification with more outcome focus.
- viii. A paper will follow in due course to set out plans in relation to the commissioning plans for 31 March 2023.

4.1 SERVICE PROFILE/DATA ANALYSIS

- 4.1.1 The value of this contract is covered under the grant award from MOPAC's LCPF funding, plus core Council funding

4.2 OPTIONS APPRAISAL

- 4.2.1 Doing nothing: This is not an option as the DA services will stop on 31st March 2022 which will mean we will no longer be providing a support and preventative service around domestic abuse, nor will we have a robust intervention to challenge and change perpetrators' behaviours. In addition, we will not meet our statutory duties.
- 4.2.2 Extend the contract for a final one year with no variation: This is not an option as the provider has advised that this would not allow for a safe model of practice and they are not prepared to deliver against the contract until the value of the contract is increased to £200,000 for victims' support services.
- 4.2.3 Extend the contract for one final year with two variations to the existing contract (1) increasing the value of the contract in relation to victims' support services for the period 01 April 2022 – 31 March 2023 to match the proposal made by the current provider of this service in order to deliver a safe service as a cost of £200,000 (2) varying the value of the contract in relation to the DRIVE IDVA in line with the grant funding to continue the existing service for a further 6 months to 30 September 2022 at a cost of £20,897. This option would allow commissioners in due course to set out commissioning options for 2023 onwards.

4.3 PREFERRED OPTION

- 4.3.1 The preferred option is as described in 4.2.3 above.
- 4.3.2 The cost per annum of this proposal would see the existing contract valued at totalled £186,392 for 2020/21, £191,769 for 2021/22 and £154,262 for 2022/23 with a whole life value of £532,423 increased to £186,392 for 2020/21, £191,769 for 2021/22 and £220,897 (this is £200,000 for victims' support services plus the £20,897 for the DRIVE IDVA) for 2022/23 with a whole life value of £599,058.

- 4.3.3 MOPAC funding for 2022/23 has been secured and covers the majority of the proposed contract value and the Local Authority is supplementing the grant funding to ensure the contract value for 2022/23 of £220,897.

4.4 MARKET CONSIDERATIONS

- 4.4.1 Generally across most elements of this contract and its sub-projects, service users report good levels of feeling safer and high levels of satisfaction with the services commissioned. There are however a higher number of referrals for the Keys to Freedom support group than can currently be accommodated.
- 4.4.2 As the data shows, unfortunately domestic violence and abuse is a growing issue both in Bromley and nationally. The number of potential providers of services to support victims and challenge perpetrators of DVA has grown in recent years expanding the market. The Met police BCU have identified the London Borough of Bromley having a number of high-risk perpetrators in comparison to other authorities and supported the MOPAC bid to the Home Office to include Bromley in its expansion of the successful DRIVE perpetrator programme from one to all three of the boroughs in the Southern BCU, which commenced in April 2021 and is funded until 30 September 2022.

5. STAKEHOLDER ENGAGEMENT

- 5.1 The Director of Children's Services along with the Head of Early Intervention, Assistant Director Governance and Contracts, colleagues in Housing, and Public Protection have been consulted with as part of drafting this report.
- 5.2 Feedback from the users of the current service has also been taken into account in helping shape the service moving forward.

6. PROCUREMENT AND PROJECT TIMESCALES AND GOVERNANCE ARRANGEMENTS

- 6.1 **Estimated Contract Value** – £186,392 for 2020/21, £191,769 for 2021/22 and £220,897 for 2022/23 with a whole life value of £599,058.
- 6.2 **Other Associated Costs** – N/A
- 6.3 **Proposed Contract Period** – 1st April 2022 to 31st March 2023

7. SUSTAINABILITY AND IMPACT ASSESSMENTS

- 7.1 The Domestic Abuse commissioned services to support victims have a positive and vital impact on those vulnerable adults and children who require support and engagement.
- 7.2 A service which supports these vulnerable people is required in the long term along with a tool to measure the outcomes and the positive impact the service has had.

8. POLICY CONSIDERATIONS

- 8.1 The London Borough of Bromley's Intergenerational domestic abuse strategy for 2021 – 2024 entitled "Making Domestic Abuse Everyone's Business" published in January 2021.
https://bromleysafeguardingadults.org/assets/1/dvastrategy_final_september_2021.pdf

8.2 The London Borough of Bromley's Corporate strategy, "Making Bromley Even Better (2021-2031)" https://www.bromley.gov.uk/info/10020/policies_and_plans/993/building_a_better_bromley Bromley has five ambitions for the next stage of our journey of which domestic abuse is a crossing-cutting issue. These are:

1. For children and young people to grow up, thrive and have the best life chances in families who flourish and are happy to call Bromley home.
2. For adults and older people to enjoy fulfilled and successful lives in Bromley, ageing well, retaining independence, and making choices.
3. For people to make their homes in Bromley and for business, enterprise and the third sector to prosper.
4. For residents to live responsibly and prosper in a safe, clean, and green environment great for today and a sustainable future.
5. To manage our resources well, providing value for money, and efficient and effective services for Bromley's residents.

8.3 Transforming Bromley Our Four-Year Roadmap (2019 – 2023): To be flexible and responsive to the local needs of our residents and their wider communities, embracing new ways of working with partners, staff, and our communities. Part of the Transforming Bromley Our Four Year Roadmap is managing demand, through enhancing our understanding of our demand pressures by mapping need and aligning our service to ensure the most effective use of targeted resources. Through the Transforming Programme, Bromley will seek opportunities to be innovative in our relationships with commissioned providers, delivering more for our residents. One of our themes is prioritising the health, safety, and wellbeing of our residents 'the right help at the right time to keep them safe and to meet their needs... at the earliest point of need'.

8.4 The Children and Young Peoples Plan (2021-24): Delivering good and outstanding services that improve outcomes for our children, young people and families who are disadvantaged. Our priorities are:

1. Targeted early intervention and good universal services
2. Safeguarding children and adolescents
3. Being the best corporate parent
4. Challenging disproportionality
5. Engaging with children, young people, and families
6. Children and young people to grow up, thrive, and have the best life chances in families who flourish and are happy to call Bromley home.

9. IT AND GDPR CONSIDERATIONS

9.1 As this is an extension to the contract length, and the variation does not include an increase in the processing activities, there are no additional GDPR considerations to be made. The Council has already set out its lawful basis for undertaking this activity and the contract reflects the controller-processor relationship. There are ongoing needs to ensure that there is adequate due diligence and contract management that includes monitoring of data protection compliance.

10. PROCUREMENT RULES

10.1 This report seeks to make use of the final extension option of one year within the Council's domestic abuse contract with Women's Aid. With variations taken into account, the value of the extension is £221K.

- 10.2 This was originally tendered as a light touch service, and therefore this contract was awarded as a below-threshold contract.
- 10.3 The Council's requirements for authorising an extension are covered in CPR 23.7 and 13.1. For an extension of this value, the Approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance must be obtained.
- 10.4 Further, this report seeks to vary the contract in two ways:
- By £46k to cover the increased costs of delivering victim support services by Women's Aid, and
 - By £21k to cover the additional MOPAC funded DRIVE IDVA post for 6 months.
- 10.5 The Council's requirements for authorising a variation are covered in CPR 23.7 and 13.1. For a variation of this value, the Approval of the Chief Officer following Agreement by the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance must be obtained.
- 10.6 Following Approval, the extension and variations must be applied via a suitable Change Control Notice, or similar, as specified in the contract.
- 10.7 In accordance with CPR 2.1.2, Officers must take all necessary professional advice. The actions identified in this report are provided for within the Council's Contract Procedure Rules, and the proposed actions can be completed in compliance with their content.

11. FINANCIAL CONSIDERATIONS

- 11.1 The report proposes an extension and a variation to two Domestic Abuse contracts. The value of these in 2022/23 is £221k
- 11.2 The contracts are in the main financed by MOPAC grant with some additional funding from core council funding
- 11.3 The MOPAC grant has been confirmed for 2022/23

12. PERSONNEL CONSIDERATIONS

- 12.1 There are HR implications from this report.

13. LEGAL CONSIDERATIONS

- 13.1 The Council has the power to receive and spend any Government Grant as outlined in this report. The Council has various legal/statutory duties and powers for empowering vulnerable women and girls and families encountering domestic abuse, which is reflected in 'The London Borough of Bromley's Intergenerational domestic abuse strategy for 2021 – 2024' as per Clause 8.1 of the Report. This is also echoed generally under 'The London Borough of Bromley's Corporate strategy', 'Making Bromley Even Better (2021-2031)', 'Transforming Bromley Our Four-Year Roadmap (2019 – 2023)' and also 'The Children and Young Peoples Plan (2021-24)' as mentioned specifically at clauses 8.2, 8.3 and 8.4 of the Report respectively. In furtherance of these powers, the Council has the legal power to enter into a Contract with Bromley and Croydon Women's Aid regarding the delivery of a range of services to women and girls who are at risk of/have suffered domestic abuse and the Council may provide and commission through a contract the services outlined in this report.

- 13.2 This Report seeks approval for the proposal of an extension and a variation to two Domestic Abuse Contracts. The Council already holds a Contract with Bromley and Croydon Women’s Aid in respect of providing various support services to women and girls who are vulnerable or who have suffered from domestic abuse. The proposal is to extend the contract for one final year with two variations to the existing contract in order to deliver a safe service at a cost of £200,000 (as stated in clause 4.2.3 as the preferred option). Apart from the Report proposing to vary the Contract value of £154,262 to £200k (covering the increased costs of delivering victim support services) in 2022/23, a variation of £20,897k is sought (covering the additional MOPAC funded DRIVE IDVA post for 6 months) until 30.09.22. The proposed Contract period commences from 01.04.22 till 31.03.23. One year commenced on 01.04.20 with the option to extend for a further two years. The annual value of the Contract in 2020/21 was £186,392, £191,769 in 2021/22 and £220,897 in 2022/23. The contract’s overall whole life cost over the whole life (i.e total cumulative spend) is £599,058.
- 13.3 Under the Public Procurement Regulations 2015, the Council can also consider the use of the Light Touch Regime for specific health and social care related services such as those described as above. This Contract was originally tendered as a light touch service anyway and hence can be awarded as a below-threshold contract accordingly.
- 13.4 Under the Council’s Contract Procedure Rules (CPR), the Councils requirement for authorisation of an extension/variation/modification to a Contract, is in accordance to CPR 23.7 and 13.1 and where applicable the Public Procurement Regulations 2015 (the Regulations). The recommended approach to make this modification would in any event fall and comply with Regulation 72 (1) which allows Contracts to be modified without a new procurement procedure where the requirement for modification has been brought about by circumstances which a Council could not have foreseen and that the modification does not alter the overall nature of the Contract and that any increase in price does not exceed 50% of the value of the original Contract.
- 13.5 For any extensions to the Contract, Guidance gives authority to approve the extension with the approval of the Portfolio Holder following Agreement by the Chief Officer, the Assistant Director Governance & Contracts, the Director of Corporate Services and the Director of Finance. The Approval of the Chief Officer following Agreement by the Assistant Director Governance and Contracts, the Director of Corporate Services and the Director of Finance must also be obtained regarding any variations/modifications to the Contract. In accordance with CPR 2.1.2, Officers must take all necessary professional advice
- 13.6 Following Approval, the extensions/modifications/variations of the Contracts must be applied via the appropriate Change of Control Notice, or similar method signed by both parties, as specified in the contracts.
- 13.7 The Contracts can be awarded in accordance with the Council’s Contract Procedure Rules and the Public Procurement Regulations 2015. Officers should ensure they comply with all Grant conditions

Non-Applicable Sections:	[List non-applicable sections here]
Background Documents: (Access via Contact Officer)	[Title of document and date]