

Decision Record



Date of Decision: 29/05/2025

Lead Officer: Shivam Vadher

Decision Record URN: EXE0010-25

Title: CONT0379 Provision of PCDA

Decision summary:

Leicestershire Police requires the provision of Police Constable Degree Apprenticeship (PCDA) Programme. It was agreed to publish an open tender. The contract has been awarded to De Montfort University. The award has been approved by Assistant Chief Officer – Finance and we are asking the Police Commissioner to sign the contract & to add his seal.

Decision Sought:

To be completed by Lead Officer

Procurement are requesting that the Police Commissioner signs and adds his seal to the PCDA Contract Schedule and Subcontracting Agreement. The initial contract period shall be for 24-month from 01/09/2025 – 31/08/2027 with 2 x 12-month options to extend until 31/08/2029. The estimated overall contract value (including extension options) is at a value of £2,160,000 excluding VAT.

Supporting information

1) Background information

Procurement is looking to enter a formal contractual arrangement with De Montfort University (DMU) for an initial period of 24-month initial period from 01/09/2025 – 31/08/2027 with 2 x 12-month options to extend.

1st Extension Period: 01/09/2027 – 31/08/2028 (12-months)

2nd Extension Period: 01/09/2028 – 31/08/2029 (12-months)

The estimated overall contract value is £2,160,000 excluding VAT. (Including optional extensions)

Following the conclusion of a competitive open tender, the Most Economically Advantageous Tender was provided by DMU. All bids were evaluated based on 30% Pricing (remuneration rate) and 60% Quality and 10% Provider Presentations.

The Police Constable Degree Apprenticeship (PCDA) programme shall be delivered in partnership with De Montfort University, Leicestershire Police and EMSLDH. The PCDA programme is a three year course which includes classroom delivery, practical application and tutorship.

The content delivered on the course is accreditation of the College of Policing and the Institute for Apprenticeship (IfA). This ensures that the course content meets the highest standards set forth by these organisations.

Following the successful completion of the three-year course Police Constables will have achieved a Degree in Policing Professional Practice BA (Hons).

2) Detail of additional information attached.

Please see attached approved recommendation.

3) Expected benefits.

De Montfort University shall work jointly with the Force and EMSLDH to provide a comprehensive Police Constable Degree Apprenticeship which is based on the national policing curriculum and will aim to upskill and develop critical thinkers for challenging and complex environments.

4) Impact of not approving the application

During the three-year programme students shall progress from academic Level 4 to Level 6 (degree level) and be developed to be a highly-skilled, multi competent police constable, reflecting the increasing complex demands required of the police service.

The Police Constable Degree Apprenticeship route into policing is an opportunity for individuals to obtain a degree whilst working and earning a full salary as a police officer. Without the approval of this application this shall not be possible.

5) Financial implications (including any cost savings)

The Force will utilise the full allocated funding band of £27,000 per student as set by the Skills Funding Agency for the PCDA. De Montfort University will draw down the funding from the apprenticeship levy pot. The Force budget for the statutory contribution to the levy pot as part of police and staff pay.

The Force expects to co-deliver the PCDA and would therefore, under a subcontract arrangement, be looking for remuneration under this agreement.

There shall be an estimated 20 students per cohort. Over the full contract period (4 years) there shall be an estimate of 4 cohorts which undertake the PCDA.

The estimated remuneration to the Force shall be £9,720 per student, which is based on an agreed 36% remuneration from DMU on the full funding band of £27,000 per student.

Based on the estimated value of a total of 80 students partaking in the PCDA across the overall 4 year period at a funding of £27,000 per student, the estimated overall contract is at a value of £2,160,000 excl VAT.

Under this agreement, Leicestershire Police would expect to receive £777,600 over the course of the contract for delivering elements of the course.

6) Consultations (Details of any consultations that have been carried out or reason as to why no consultations has taken place):

Open Tender was published.

7) Collaboration (is there an opportunity to collaborate with partners)

There is no opportunity to collaborate.

8) Equality, Diversity & Human Rights implications

Not Applicable

9) Legal comments

We have used standard contract documents approved by Legal Service and Legal shall be reviewing the subcontracting agreement

10) Publication

To be completed

It is appropriate to publish this record of decision made by the Police and Crime Police and Crime Commissioner: **No**

It is appropriate to publish the contents of the supporting papers: **No**

It is appropriate to publish details of the decision by the Police and Crime Police and Crime Commissioner for Leicestershire: **No**

Reasons for any non-Publication (referencing appropriate legislation):

The information included within this Decision Record is commercially sensitive.

Information in this form is subject to the Freedom of Information Act 2000 (FOI Act) and other legislation. Unless the information provided is covered by an exemption and stated to be either confidential or partly confidential, the information contained in the form will be published on the OPCC website.

Chief Finance Officer:**Comments:**

I have been consulted about the proposal and confirm that financial advice has been taken into account in the preparation of this report and assurances sought have been outlined within the report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature:**Name: Kira Knott****Date: 15/05/2025**

Chief Executive and Monitoring Officer:**Comments:**

I have been consulted about the proposal and confirm that legal and equalities advice have been taken into account in the preparation of this report and assurances sought have been outlined in this report. I am satisfied that this is an appropriate request to be submitted to the Police and Crime Police and Crime Commissioner for Leicester, Leicestershire and Rutland.

Signature:**Name: Claire Trewartha****Date: 16/05/2025**

Police and Crime Police and Crime Commissioner for Leicestershire:

Having received the advice set out above and reviewed relevant documentation my decision in regard of this matter is:

I confirm that my register of interests' declaration is up to date and that none of my interests preclude me from making this decision.

Signature:**Date: 29/05/2025****Name of Police and Crime Commissioner: Rupert Matthews**