

Schedule 7

Authority Responsibilities

Schedule 7: Authority Responsibilities

1 Introduction

- 1.1 The responsibilities of the Authority set out in this Schedule shall constitute the Authority Responsibilities under this Contract. Any obligations of the Authority in Schedule 2 (*Services Description*) and Schedule 8 (*Supplier Solution*) shall not be Authority Responsibilities and the Authority shall have no obligation to perform any such obligations unless they are specifically stated to be “Authority Responsibilities” and cross referenced in the table in Paragraph 3.
- 1.2 The responsibilities specified within this Schedule shall be provided to the Supplier free of charge, unless otherwise agreed between the Parties.

2 General Obligations

- 2.1 The Authority shall:
 - 2.1.1 perform those obligations of the Authority which are set out in the Clauses of this Contract and the Paragraphs of the Schedules (except Schedule 2 (*Services Description*) and Schedule 8 (*Supplier Solution*));
 - 2.1.2 use its reasonable endeavours to provide the Supplier with access to appropriate members of the Authority’s staff, as such access is reasonably requested by the Supplier in order for the Supplier to discharge its obligations throughout the Term and the Termination Assistance Period;
 - 2.1.3 provide sufficient and suitably qualified staff to fulfil the Authority’s roles and duties under this Contract as defined in the Implementation Plan;
 - 2.1.4 use its reasonable endeavours to provide such documentation, data and/or other information that the Supplier reasonably requests that is necessary to perform its obligations under the terms of this Contract provided that such documentation, data and/or information is available to the Authority and is authorised for release by the Authority; and
 - 2.1.5 procure for the Supplier such agreed access and use of the Authority Premises (as a licensee only) and facilities (including relevant IT systems) as is reasonably required for the Supplier to comply with its obligations under this Contract, such access to be provided during the Authority’s normal working hours on each Working Day or as otherwise agreed by the Authority (such agreement not to be unreasonably withheld or delayed).

3 Specific Obligations

- 3.1 The Authority shall, in relation to this Contract perform the Authority’s responsibilities identified as such in this Contract the details of which are set out below (please refer to the Statement of Requirement for more information: 4.4-4.7):

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| Area | Authority role |
|---|---|
| <p>Leadership: Governance and Oversight</p> | <p>Strategic management of ACE alongside the PSP Supplier, including oversight and governance across mission engagement, portfolio delivery, innovation and enablers (e.g. finance and commercial). This will include:</p> <ul style="list-style-type: none"> • Set the strategic vision and direction for ACE, agreeing this with the PSP Supplier. • HO Management and governance of ACE, including PSP Supplier performance through KPIs monitoring. • Authority Senior direction and escalation point, including through the quarterly board, HO corporate functions, and day-to-day support to ACE risks and opportunities. |
| <p>Leadership: Business Planning</p> | <p>Delivery business planning jointly with the PSP Supplier to achieve KPI target levels and scale up the business to grow revenue. This will include:</p> <ul style="list-style-type: none"> • Review and agree ongoing continuous improvement of ACE services and products proposed by the PSP Supplier. • Collaborate with the PSP supplier to scope opportunities for growth of the business. • The Authority will make reasonable endeavours to provide relevant budgetary information to allow business planning to take place before each financial year. |
| <p>Leadership: Home Office SRO Engagement and Strategy</p> | <p>HO Senior Responsible Officer Engagement, including HO financial budget management</p> |
| <p>Leadership: Culture</p> | <p>The Authority will work with the PSP Supplier to foster a collective culture for ACE, bringing together public sector purpose and insight with private sector flexibility and skills.</p> |
| <p>Mission Engagement: Customer Engagement</p> | <p>The Authority will collaborate with the PSP Supplier to drive customer engagement, with the focus and priority of engagement activity collectively agreed in line with an ACE engagement strategy. This will include:</p> <ul style="list-style-type: none"> • Strategic engagement with seniors across government and externally, advocating for ACE at events and maximising our collaboration with partners. • Early-stage engagement with potential new customers, handing over any leads to the PSP Supplier to translate challenges into defined outcomes for commissions. |

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| Area | Authority role |
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| | <ul style="list-style-type: none"> Authority escalation point for customer engagement support throughout the commissioning and delivery process for each commission. |
| Mission Engagement: Communications and events activity | The Authority will work with the PSP Supplier to deliver communications and events activity to raise the profile of ACE, with the substance and frequency of activity collectively agreed in line with an ACE comms and events strategy. This will include: <ul style="list-style-type: none"> Lead delivery of specific HO or senior stakeholder communications and events activity. Access to regular HO-run events (such as Security and Policing Exhibition). Access to HO internal communications capabilities to communicate ACE successes and opportunities. |
| Mission Engagement: International Engagement: | The Authority will lead on engagement with international counterparts on knowledge sharing on the innovation capability and growth areas. |
| Portfolio Delivery: Commission Delivery | The Authority will work with the PSP Supplier to act as decision maker for all ACE commissions, providing timely approvals and support where decisions are required. |
| Enablers: Continuous improvement | The Authority will support the PSP Supplier to develop new processes and methodologies that can be applied to the process for delivering commissions achieving value for money and to deliver broader exploitation of knowledge, experience and commission outcomes. |
| Enablers: Government Innovation ecosystem collaboration | The Authority will work with the PSP Supplier to support ACE's engagement with key delivery organisations and collaborators, and put in place mechanisms to maximise value, exploitation and impact of commissions. |