

Cabinet Meeting	
Meeting Date	Wednesday 18 December 2019
Report Title	Contract Award for CCTV Control Room Move and System Upgrade
Cabinet Member	Cllr Richard Palmer, Cabinet Member for Communities
SMT Lead	Emma Wiggins
Head of Service	Charlotte Hudson
Lead Officer	Stephanie Curtis
Key Decision	Yes
Classification	Open
Recommendations	1. That Cabinet approves the appointment of DSSL Security Ltd as the supplier for the CCTV Control Room Move and System Upgrade from the 16 th January 2020 for a period of 3 years with the option to extend by a further 2 years.

1 Purpose of Report and Executive Summary

- 1.1 This report seeks approval from Cabinet on the award of the Contract for the CCTV Control Room Move and System Upgrade. This also includes ongoing maintenance of the system, for up to 5 years.

2 Background

- 2.1 In July 2019, Cabinet approved a new Public Space CCTV Monitoring Delivery Model and for a procurement exercise to be conducted in order to move this forward. This new model was for the service to be brought back in-house with a control room to be created within the new Sittingbourne Multi-Storey Car Park, with monitoring hours to be in-line with periods of high crime and Anti-Social Behaviour (ASB). In addition, all cameras were to be upgraded to digital and a wireless transmission infrastructure to be installed. This new operating model is expected to see annual revenue savings.
- 2.2 The tender opportunity was advertised from the 16th September 2019 in accordance with Swale Borough Council's current contract standing orders, with interested parties asked to complete an Invitation to Tender (I.T.T). Nine tenderer's replied and following two failing the stage 1 evaluation, the remaining seven progressed to the stage 2 evaluation and were scored according to the criteria explained in the tender document.
- 2.3 The tender evaluation panel consisted of the Economy and Community Services Manager, Head of Housing and Economy and Community Services and a CCTV technical consultant from Global MSC Ltd.

3 Proposals

- 3.1 Cabinet is requested to approve the proposal to enter into a contract with DSSL Security Ltd for a period of 3 years, with the option to extend for a further 2 years.
- 3.2 DSSL Security Ltd scored highly in both price and quality evaluation due to the evidence they supplied of previous experience, knowledge of the different elements required within this contract and their approach to social value. They therefore submitted the most economically advantageous tender.
- 3.3 Table 1 shows the prices submitted by those tenderers that passed the stage one evaluation, for the required and additional options costings, along with the price and quality scores.

Company name	Total Price (required and additional extras)	Price Score	Non-Price Score	Total Score
DSSL Group Ltd	£269,992.73	60.00	36.33	96.33
Supplier 2	£496,500	32.63	16.00	48.63
Supplier 3	£369,021	43.90	37.33	81.23
Supplier 4	£439,590.63	36.85	22.33	59.18
Supplier 5	£394,575.53	41.06	34.33	75.39
Supplier 6	£467,177	34.68	16.00	50.68
Supplier 7	£380,713.33	42.55	36.33	78.88

Recommendation 1: That Cabinet approves the appointment of DSSL Security Ltd as the supplier for the CCTV Control Room Move and System Upgrade from the 16th January 2020 for a period of 3 years with the option to extend by a further 2 years.

4 Alternative Options

- 4.1 'Do nothing' – To not award the contract would result in the new CCTV Delivery model not being able to move forward. This would likely result in a loss of monitoring service from the 1 April 2020 when the current CCTV Partnership Agreement is due to end. If the system upgrade did not take place, the system would continue to operate, but continue to be of poorer quality and not always be able to be used evidentially.
- 4.2 To award to an alternative supplier – this is not recommended as the alternative suppliers are not the most economically advantageous, with the end service costing more than the recommended supplier.

5 Consultation Undertaken or Proposed

- 5.1 Senior Management Team have been kept updated on the approach prior to tender and asked to make decisions that impacted upon the service specification included within the tender documents.
- 5.2 The Cabinet member for Communities has been regularly updated.

6 Implications

Issue	Implications
Corporate Plan	<p>Appointing this contractor that meets a good quality standard and provides value for money will ensure that the contract it delivers will contribute to the Corporate Priority 'Delivering the Council of tomorrow'.</p>
Financial, Resource and Property	<p>The total maximum value of this contract is £269,992.73 over the maximum 5 year period. This includes a number of additional optional services, including ongoing maintenance of the system over this period. The minimum contract value, if it were decided not to go ahead with any of the additional options included in the pricing schedule would be £221,117.</p> <p>This contract will allow for the new operating model for the service to be implemented which will result in permanent revenue savings to the Council of a minimum of £65,000 per year.</p> <p>There will be an initial spend of approx. £253,000 (if all additional options were selected) of this total contract value in 2019/20 for the upfront set-up of the new control room and upgrade of the equipment. This will be funded as a Capital project and will be funded over a period of 5 years through additional revenue savings achieved by the changes in the operating model for the Public Space CCTV Service.</p>
Legal, Statutory and Procurement	<p>There is no Statutory Duty to deliver CCTV. However Section 17 of the Crime and Disorder Act 1998 places an obligation on local authorities to consider the crime, disorder and environmental issues affecting the local area and ensure their activities do all they reasonably can to prevent them. The implementation and monitoring of CCTV is one such activity delivered by Swale Borough Council that ensures this obligation is met.</p> <p>The Surveillance Camera Code of Practice provides guidance on how all public space CCTV services should be managed. This needs to be borne in mind along with the Data Protection Act and Freedom of Information Act in compiling all working practices that will surround the new service.</p>

	<p>The procurement for this contract has been undertaken inline with SBC procedures following support from the Commissioning Officer.</p> <p>Our technical CCTV Consultant has given advice of the terms and conditions to be used for this contract.</p>
Crime and Disorder	<p>The award of this contract will ensure that the new delivery model for the CCTV service can be put into place. The main objective of the CCTV service is to prevent and detect crime and Anti-Social Behaviour (ASB). It is also in place to support vulnerable individuals such as those that go missing.</p>
Environment and Sustainability	<p>Although not included specifically within this contract, a renewals fund has been built into the ongoing revenue budget for the wider CCTV service that would allow for the complete replacement of all field cameras and wireless equipment every 7 years. This is due to the rate at which camera technology is improving and would ensure that any CCTV service operated remains modern and effective.</p>
Health and Wellbeing	<p>The award of this contract and the new delivery model for the Public Space CCTV service seeks to create safer communities - not only in a sense of feeling safer, but also by reducing the risk of physical injury. It also provides a service to protect vulnerable members of the community e.g. those that go missing.</p>
Risk Management and Health and Safety	<p>Risk assessments for the contract has been compiled inline with advice from the procurement team.</p> <p>No concerns have been identified following the completion of the tender process.</p>
Equality and Diversity	<p>An Equality Impact Assessment has been completed for the overall project to implement the new CCTV Delivery Model and equipment upgrades. No specific implications on groups with protected characteristics have been identified.</p>
Privacy and Data Protection	<p>The award of this contract will ensure that the new delivery model for the CCTV service can be put into place. As part of the implementation of the overall project, appropriate policies and procedures will be put into place to ensure that all privacy and data protection requirements are met.</p>

7 Appendices

There are no appendices.

8 Background Papers

There are no background papers.

