



## **ADVANCED PUBLICATION OF REPORTS**

This publication gives five clear working days' notice of the decisions listed below.

These decisions are due to be signed by individual Cabinet Members  
and operational key decision makers.

Once signed all decisions will be published on the Council's  
Publication of Decisions List.

- 1. CCTV MAINTENANCE CONTRACT (Pages 1 - 10)**

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*Please note Part 2 report is now confidential appendix*

## London Borough of Enfield

Portfolio Decision.

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**Subject: CCTV Maintenance Contract Part 1**

**Cabinet Member: Cllr Keazor**

**Executive Director: of People – Tony Theodoulou**

**Key Decision: KD5098**

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### **Purpose of Report**

1. This report seeks authority for the London Borough of Enfield to access an existing framework agreement by London Borough of Waltham Forest (LBWF) and re-appoint the current provider as the new sole provider when the current contract expires at the end of January 2021.
- 2 To undertake a Call-Off via a permissible direct award process within the preferred LBWF framework agreement. The provider will cover all London Borough of Enfield's CCTV and security systems, in addition to additional specific works. The specific costs for each element are reflected in the Confidential Appendix.
- 3 The incumbent service provider is one of the main suppliers on this framework agreement. And the recommendation is to re-procure services from them.

### **Proposal**

- 4 To agree the access arrangements to the LBWF Framework Agreement and to undertake a call-off via a permissible direct award.  
To approve the end of the current contract in January 2021 and authorise the Community Safety Unit to enter into a new contract for maintenance for CCTV for the following 3-years from the 1<sup>st</sup> February 2021  
To note the assurances in respect of value and quality.

### **Reason for Proposal**

- 5 To ensure that the CCTV and other security systems are maintained

by a trusted contractor at a high standard.

- 6 To ensure continuity of service and network security is applied throughout the period of the contract/contracts for the selected service in support of the Council's commitment to improve Community Safety.
- 7 The framework agreement reduces the time and resource required for a full tendering process in accordance with the Public Contracts Regulations.

### **Relevance to the Council's Plan**

- 8 Good homes in well-connected neighbourhoods

Collaborative approach around ensuring Community Safety and prevention and detection of crime around residential and open spaces.

- 9 Sustain strong and healthy Communities

CCTV forms a key part of any Crime and Disorder Reduction Partnership and the CCTV Operators have a strong working relationship with the boroughs Police and Community Safety and other Council services.

### **Background:**

- 10 In 2015 Enfield Council in partnership with London Borough of Waltham Forest agreed a framework contract which expired in 2019
- 11 An extension of 18 months was agreed on the same terms to allow a full procurement process to take place for the required services.
- 12 The current contract extension expires at the end of January 2021. the London Borough of Waltham Forest currently have an operational framework agreement from which LBE can procure the following in a series of individual lots:
  - . **Lot 1** A Wireless Services/Provision of fibre
  - Lot 2** B Maintenance of Cctv Equipment.
- 13 Both lots will be on individual contracts however, they will be managed simultaneously. The framework agreement allows us to procure additional services if required going forward.
- 14 Schedule of Rates (SORs) that were supplied by Waltham Forest were reviewed and for the above lots Openview has been identified as the optimum provider for the direct award.
- 15 A cost breaks down for the 3-year period was provided by the supplier using the SORs as per the operational framework. Based around Enfield's equipment please refer to Part 2 Of this report.

### **Main Considerations for the Council**

- 16 To ensure that the CCTV and other security systems are maintained by a trusted contractor at a high standard.
- 17 To ensure continuity of service and network security is applied throughout the period of the contract/contracts for the selected service in support of the Council's commitment to improve Community Safety.
- 18 The framework agreement reduces the time and resource required for a full tendering process in accordance with the Public Contracts Regulations.

### **Safeguarding Implications**

- 19 None identified

### **Public Health Implications**

- 20 None identified

### **Equalities Impact of the Proposal**

- 21 None identified

### **Environmental and Climate Change Considerations**

- 22 There is a continued replacement programme to install modern equipment which will use less energy.
- 23 The existing control room facilities are modern with equipment replacements being undertaken therefore energy savings are occurring due to more modern energy efficient equipment being installed in new projects.

### **Risks that may arise if the proposed decision and related work is not taken**

- 24 There is risk to the local community if the authority is not operating the public safety and to staff members for the personal safety services it provides.
- 25 The EPSC provides alarm monitoring for corporate buildings and generates a small income from an external authority by providing disaster recovery services

### **Risks that may arise if the proposed decision is taken and actions that will be taken to manage these risks**

- 26 None identified.

### **Financial Implications**

- 27 See Confidential Appendix.

## **Legal Implications**

- 28 The content of this report constitutes a Key Decision and this item has been included in the Key Decision List reference: KD5098. Once approved the decision to proceed will be subject to the usual five-day call-in period.
- 29 The Council, under s.111 Local Government Act 1972 has power to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.
- 30 The Council also has a general power of competence under s.1(1) Localism Act 2011 to do anything that individuals generally may do, provided it is not prohibited by legislation and subject to Public Law principles. There is no express prohibition, restriction or limitation contained in a statute against use of the power in the way proposed in this report.
- 31 This contract is subject to Public Contracts Regulations 2015 (PCRs 2015) and EU Treaty Principles. The Council must also comply with all requirements of its Constitution and Contract Procedure Rules (CPRs).
- 32 The Council's Constitution, in particular the Contract Procedure Rules, permits the Council to call-off from an existing Framework Agreement, as long as this is permitted by the terms of the Framework Agreement.
- 33 The Council must ensure it complies with its duty to show Best Value as set out in the Local Government Act 1999.
- 34 The Procurement & Commissioning Hub has confirmed that a compliant procurement process has been undertaken.
- 35 In respect of any contract with a value of £1m and over, the Council's Contract Procedure Rules (CPR 7.2) state that the contractor must be required to provide sufficient security. 'Sufficient security', means one of the following: (i) parent company, ultimate holding company or holding company guarantee where their finances prove acceptable; (ii) director's guarantee or personal guarantee where their finances prove acceptable; (iii) performance bond, retained funds or cash deposit; or (iv) any other security as determined by Financial Management Services and/or Legal Services. Evidence of the form of security required or why no security was required must be stored on the E-Tendering Portal for audit purposes. The Council should liaise with the Procurement & Commissioning Hub for assistance on this.
- 36 The terms of the contract procured must be in a form approved by the Director of Law and Governance.

## **Workforce Implications**

- 37 There are no workforce implications as Enfield staff are not involved in the

Supply of this contract.

### **Property Implications**

38 No property implications.

### **Other Implications**

39 Procurement Implications

40 A review of known suitable framework agreements was undertaken by the Service to identify available agreements to the Council, critiquing each option to narrow down those that can be considered, considering delivery timescales.

41 Due diligence and approval of the LBWF Framework Agreement, the preferred agreement, was undertaken by Procurement Services prior to any procurement.

42 The Call-Off from the Framework must be carried out in line with the relevant framework process and all retained documentation must be uploaded onto the Councils E-Tendering Portal.

43 As the contract is over £500k the service must ensure that sufficient security has been considered.

44 The award of the contract, including evidence of authority to award, promoting to the Councils Contract Register, and the uploading of executed contracts must be undertaken on the London Tenders Portal including future management of the contract.

45 The awarded contract must be promoted to Contracts Finder.  
to comply with the Government's transparency requirements

### **Options Considered.**

46 Allow the current contract to expire on the January 2021 and leave the CCTV Enfield Public Safety Centre (EPSC) service without a maintenance provider. This would lead to waivers having to be sought and rates to be negotiated by Council officers directly with the supplier. However, this would result in a loss of business process efficiency as all requirements would be ordered via special request requisitions. This may lead to an inconsistency of rates. Value for money would not be achieved if this option is adopted, as both internal and external costs would be greater than if a contract was in place for the service

47 This option would not provide the opportunity to explore the competitiveness of the contract against other providers. In addition, the current contract does not provide for any additional permissible extensions.

### **Conclusions**

- 48 To ensure that the CCTV and other security systems are maintained by a trusted contractor at a high standard.
- 49 To ensure continuity of service and network security is applied throughout the period of the contract/contracts for the selected service in support of the Council's commitment to improve Community Safety.
- 50 The framework agreement reduces the time and resource required for a full tendering process in accordance with the Public Contracts Regulations.

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**Report Author: Darren Woods**

**Date of report 21<sup>st</sup> December 20**

**Confidential Appendix** (contains the financial information  
For the term of the new contract)

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

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