



**DRAFT PORTFOLIO HOLDER DECISION NOTICE**

**PROPOSED INDIVIDUAL DECISION BY THE PORTFOLIO HOLDER FOR FINANCE**

**TOPIC - CCTV MONITORING PROCUREMENT**

**PROCEDURAL INFORMATION**

The Access to Information Procedure Rules – Part 4, Section 22 of the Council's Constitution provides for a decision to be made by an individual member of Cabinet.

In accordance with the Procedure Rules, the Head of Legal Services (Interim), the Chief Executive and the Strategic Director: Resources are consulted together with Chairman and Vice Chairman of The Overview and Scrutiny Committee and any other relevant overview and scrutiny committee. In addition, all Members are notified.

If five or more Members from those informed so request, the Leader may require the matter to be referred to Cabinet for determination.

**If you wish to make representation on this proposed Decision please contact the relevant Portfolio Holder and the following Democratic Services Officer by 5.00pm on 14th November 2018**

**Contact Officers:**

**Case Officer:** Richard Hein Rhein@Winchester.Gov.Uk

**Democratic Services Officer:** Matthew Watson Mwatson@Winchester.Gov.Uk

**SUMMARY**

The Councils contract for CCTV monitoring was due to end on 11<sup>th</sup> December 2018, a further 3 month extension has been agreed, by the Head of Legal (interim) in accordance with our Contracts Procedure Rules, on the same terms and conditions, until 11<sup>th</sup> March 2019 to allow time for a complaint tender process. Authority is now sought under Schedule 3 of the PCR 2015 to enter into an open OJEU procurement for the supply of a CCTV monitoring contract for 3 years with a one year optional extension based on a 60/40 cost/quality split.

The total contract value including possible extension will be in the region of £600,000.

The Council has written to Broadlands Guarding Service regarding the end date of the current contract, asking for a copy of their procedures, and to enquire as to any TUPE issues.

## **PROPOSED DECISION**

It is recommended that an open EU procurement on the same basis as the service currently provided is procured, with Hampshire County Council (HCC) providing procurement assistance; running the procurement on HCC's procurement portal (In-Tend) and advertising on Contracts Finder, in line with the e-communication (e-tendering) requirements now in force under the Public Contracts Regulations 2015.

Since this contract is close to the current OJEU threshold of £615,278 for the Light Touch Regime (PCR 2015 reg 74-77), this opportunity will be advertised by HCC in the OJEU.

## **REASON FOR THE PROPOSED DECISION AND OTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

CCTV monitoring is a vital link in helping to deter crime, enhance public safety and the feeling of being safe and assist in identifying and assisting in solving crime.

The Council manages 100+ CCTV cameras throughout the City and in some areas of the District relating to public safety, these cameras are monitored 24 hours a day and 365 days of the year currently by Broadland Guarding Services from a site at Basepoint in Winnall, the operatives also manage car park barriers at Middlebrook St and the Brooks shopping centre as well as taking out of hours calls for Council services.

The cost of the monitoring contract does not cover the maintenance cost of the cameras themselves, which could still record without monitoring but would not be as effective as having live monitoring.

The radio system which is also handled by the operatives also co-ordinates both the city's pub watch and shop watch schemes in conjunction with the BID and provides a live link with Police.

The monitoring team directly identify a significant number of crimes each month.

A number of options have been explored for a different way of providing the service in the future, these include:-

- 1) Stop live monitoring and just record. This option has been taken up by both Test Valley and Havant; there are of course risks associated with crime going undetected until cameras are reviewed and crime increasing. A good example would be several years ago when a person set alight a large bin in the High Street and tried to set a fire at the Cathedral, swift action by the monitoring led to an arrest and early intervention with the fires to prevent significant damage.

- 2) Reduce monitoring hours, saves in expenditure but similar risk issues to 1 above.
- 3) Continue the service as we are now, with a new contract tendered through a EU compliant open tender – the preferred option and as proposed in this PHD
- 4) Seek to explore a joint contract with another Council as has been undertaken elsewhere. However, due to the time constraints this is not considered to be an alternative to going out alone for an OJEU complaint procurement at the current time. It could be explored in the future when the contract is next to be tendered. Other councils can still be encouraged to bid for the contract as part of this procurement process and then assessed along with any private sector operators bidding.
- 5) Retender through an EU compliant existing Framework. The only identified framework for this work is through ESPO (ESPO 347). However our current supplier, with whom we are satisfied, are not named on this framework and would therefore be prevented from bidding for the new contract.

### **RESOURCE IMPLICATIONS:**

The procurement work will be completed by the Councils Head of Parking working closely with officers from Legal, Human Resources, Finance and Hampshire County Council. An analysis of existing budget versus tender prices will be completed as part of this exercise; an increase in budget requirement would be subject to financial procedure rules.

The majority of the cost of the service relates to the monitoring area of this contract around £10-k per month, the parking element (help points and barrier control) around £3k per month, the remainder of costs relate to out of hours calls which are variable.

### **DATA PROTECTION IMPACT ASSESSMENT**

The Council work with the Code of Practice as set down by the Information Commissioner regarding the monitoring of CCTV; this is being reviewed in light of GDPR

### **CONSULTATION UNDERTAKEN ON THE PROPOSED DECISION**

Consultation has been undertaken with ELB and Senior Officers on options for future monitoring.

The Portfolio Holders for Finance and for Environment have been consulted.

All members are being consulted via the Portfolio Holder Decision Process.

**FURTHER ALTERNATIVE OPTIONS CONSIDERED AND REJECTED FOLLOWING PUBLICATION OF THE DRAFT PORTFOLIO HOLDER DECISION NOTICE**

None apart from those stated earlier in this PHDN

**DECLARATION OF INTERESTS BY THE DECISION MAKER OR A MEMBER OR OFFICER CONSULTED**

NONE

**DISPENSATION GRANTED BY THE STANDARDS COMMITTEE**

N/A

Approved by: (signature)

Date of Decision

Councillor Ashton – Portfolio Holder for Finance

**APPENDICES:**

None