

Key Decision Report of the Corporate Director of Environment & Regeneration

Officer Key Decision	Date: 22 March 2021	Ward(s): All
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Delete as appropriate	Exempt	Non-exempt
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SUBJECT: Contract award for the Supply, Installation and Maintenance of CCTV equipment (CCTV Service Provision)**1. Synopsis**

- 1.1 This report seeks approval to award the contract for the procurement in respect of Supply, Installation and Maintenance of CCTV equipment (CCTV Service Provision) to Tyco Fire and Integrated Solutions (UK) Limited (Tyco) in accordance with Rule 2.7 of the Council's Procurement Rules.
- 1.2 On 6 February 2020, the Executive agreed a procurement strategy report for CCTV and delegated the award of the call-off contract to the Corporate Director of Environment and Regeneration in consultation with the Executive Member for Finance, Performance and Community Safety.
- 1.3 This contract will bring the installation, maintenance and review of the majority of CCTV provision across the Council under one contract. This will allow the Council to better understand and control the service requirements, improving the quality and value for money obtained in this area.

2. Recommendations

- 2.1 To approve the contract award for the Supply, Installation and Maintenance of CCTV equipment (CCTV Service Provision) to Tyco Fire and integrated Solutions (UK) Limited (Tyco) as outlined in this report and with effect from 1 April 2021 for a period of four years.

3. Date the decision is to be taken:

22 March 2021.

4. Background

4.1 Nature of the service

Islington Council's CCTV control room monitors 155 public space cameras with 21 4GHD cameras and 10 ANPR (Automatic Number Plate Recognition) cameras. CCTV is used on the streets, for public buildings and also key council sites such as Islington and St Pancras Cemetery. We also can access the cameras from housing estates across the Borough where we provide a concierge service to some of our larger estates and tower blocks. CCTV provides surveillance to specific areas and locations which provide better security for residents and visitors to the area, reduce the fear of crime and help to detect and prevent crime.

The Surveillance Camera Commissioner (SCC) encourages compliance with the surveillance camera code of practice. The office of the commissioner was created under the Protection of Freedoms Act 2012 to further regulate CCTV. As a "relevant authority" the council has a duty to have regard for the code. The council's CCTV is inspected and certified every year with a full review every five years.

The Council has established a single point of contact (CCTV Manager) and Senior Responsible Officer (SRO – Director of Public Protection), both roles sit within Public Protection. All project work related to CCTV must go through the SRO to ensure any work carried out is compliant with the code (including conducting a privacy impact assessment where relevant).

The Council has taken a category management approach to bring together the repairs, maintenance, installation and capital works requirements for CCTV in Islington under one contract. Currently, there are a number of different contracts across the council with different providers each receiving a different level of service. Existing agreements expire 31 March 2021. This new contract will unify service levels across the Council and achieve greater control of our strategic and purchasing decisions. There will be one existing contract which will remain outside of this new arrangement, which is for the maintenance of CCTV in Islington Council's main buildings. We will look to include this at a future point when it is viable to do so.

A competitive exercise has been undertaken to procure a contract for a duration of four years for CCTV Service Provision across the council's CCTV infrastructure, as part of a collaboration with the London Boroughs of Hounslow, Ealing and Southwark. The overall procurement has been led by Hounslow.

The procurement covered CCTV Service Provision throughout (but not exclusively):

- Public Protection Crime and Disorder

- Traffic and Parking Service
- Facilities Management (for new installations only)
- Housing

4.2 Estimated Value

The funding arrangements come from current capital and revenue funds paying for the CCTV services listed in 4.1 above. The value of the contract is approximately £2m per annum over the four-year period, £8m in total, based on spending over the previous two years. This is split between maintenance (approx. £800k) and capital (approx. £1.2m) costs each year.

The contract will allow an additional £5.5m of capital spend for network improvements or new schemes if funding is identified, taking the overall value of this contract over the four-year duration to £13.5m.

4.3 Key Considerations

An options appraisal in the procurement strategy identified that by carrying out a collaborative procurement it was anticipated that the Council would benefit from greater economies of scale as opposed to procuring on our own. A single supplier framework has been established by Hounslow (awarded to Tyco) from which each of the named councils can “call-off” their own contract.

The award criteria included a requirement to deliver social value. In the invitation to tender bidders were invited to put forward their proposal for three of the Social Value National TOMs (themes, outcomes and measures). In addition to this, the contract allows for each borough to include their own specific KPIs relating to social value. Social value expectations we will be including in this contract include:

Employment and Skills

- Two apprentices (Islington residents over the duration of the contract)
- Participation in the LBI 100 Hours of World of Work programme, whereby the Council is a broker for businesses to deliver experiences for local schools. Experiences can include career insights, work tasters, mentoring, part-time work, careers events, work experience placements and other activities.

Local Supply Chain

- Where there are sub-contracting opportunities that priority is given to suppliers within Islington and its neighbouring boroughs (sub-regional economy).
- Offering expert business advice to Islington micro- and small businesses on business system needs.

Community Engagement

- Offer ‘expert volunteering’ hours to Islington-based VCS organisations and new business start-ups e.g. by running a number of practical workshops or enterprise clubs (number to be agreed).
- Commit to supporting the Council’s initiatives on digital inclusion and deliver digital resources and training to a number of local residents (number to be agreed).

Climate emergency

- Only use zero/low emissions vehicles to deliver the service.

London Living Wage will be a condition of the contract.

4.4 Evaluation

The Council worked closely with the other three boroughs to agree the award criteria and what areas would be assessed during the tender process to ensure all elements of the contract were assessed. There was a focus on identifying an organisation specialising in public space CCTV and traffic management.

The following criteria and weighting were used in the procurement process:

Quality – 60%

Price – 40%

The tender was conducted in two stages, known as the Restricted Procedure as the tender is 'restricted' to a limited number of organisations. The first stage used a Selection Questionnaire (SQ) which establishes whether an organisation meets the financial requirements, is competent and capable and has the necessary resources to carry out the contract. In this initial stage, 13 organisations submitted an SQ and were individually and collectively evaluated by the four boroughs.

Six organisations met the SQ requirements and were invited to tender (ITT). Only one tender was received in response to the ITT. The tender submission was evaluated in line with the published award criteria and the panels from all four boroughs agreed that the bid exceeded the minimum requirements. As a result, it is recommended that the council award the call-off contract to Tyco.

4.5 Business Risks

Not having any provision in place for the supply and maintenance of CCTV infrastructure could result in systems or local equipment failure, impacting upon crime and social disorder services such as supporting police and council investigation, insurance company claims, traffic and parking budget and general public safety. Without a new contract being in place, we will not have the ability to install new cameras or upgrade existing ones as new technology becomes available.

- 4.6 The Employment Relations Act 1999 (Blacklist) Regulations 2010 explicitly prohibit the compilation, use, sale or supply of blacklists containing details of trade union members and their activities. Following a motion to full Council on 26 March 2013, all tenderers will be required to complete an anti-blacklisting declaration. Where an organisation is unable to declare that they have never blacklisted, they will be required to evidence that they have 'self-cleansed'. The Council will not award a contract to organisations found guilty of blacklisting unless they have demonstrated 'self-cleansing' and taken adequate measures to remedy past actions and prevent re-occurrences.

- 4.7 The following relevant information is required to be specifically approved in accordance with rule 2.8 of the Procurement Rules:

Relevant information	Information/section in report
1 Nature of the service	The supply and maintenance of CCTV provision for Islington Council See paragraph 3.1
2 Estimated value	The estimated value per year is £2 million over four years, £8 million in total. An additional £5.5 million is required for CCTV camera upgrades meaning the total value of this contract will be in the region of £13.5 million. The agreement will run for a period of 4 years. See paragraph 3.2
3 Timetable	The new contract with Tyco as the supplier will begin on 1 April 2021. See paragraph 3.3
4 Options appraisal for tender procedure including consideration of collaboration opportunities	Two options were identified and considered, with the preferred option being to enter into framework arrangement with three other local authorities mentioned. See paragraph 3.4
5 Consideration of: Social benefit clauses; London Living Wage; Best value; TUPE, pensions and other staffing implications	Further details are contained within this report. See paragraph 3.5
6 Award criteria	Award Criteria used: 60% Quality 40% Price See paragraph 3.6
7 Any business risks associated with entering the contract	Failure to secure a service to supply to and maintain this facility seriously impedes ability for crime detection and impacts upon key Council budgets. See paragraph 3.7
8 Any other relevant financial, legal or other considerations.	See section 4

5. Implications

5.1 Financial implications:

The Council currently spends around £1.2million per annum on CCTV across a range of service areas and revenue budgets for this are in place. This procurement strategy for the next 4 years will provide a framework for annual spend of up to £2million on a needs basis with £0.8million on revenue spend and £1.2million capital spend. In addition, the procurement will allow for up to £5.5million for CCTV upgrade works. This will be funded by a combination of existing revenue budgets and recently approved capital (£3.4m between 2021/22 and 2023/24) together with additional funding from Housing and Parking (to be identified). A review of our CCTV infrastructure is underway and it is likely that the council will need to make a significant investment in the CCTV infrastructure over the medium term. This will need to be factored into the Council's Medium-Term financial strategy for revenue and capital investment, and spend will be dependent on funds available.'

5.2 Legal Implications:

The council has power to provide CCTV on any land in their area for the prevention of crime or the welfare of the victims of crime subject to prior consultation with the Chief Officer of Police for the area (section 163 of the Criminal Justice and Public Order Act 1994). The council may use CCTV for the purposes of enforcing traffic regulations provided that the devices used are approved by the Secretary of State (Statutory guidance under section 87 of the Traffic Management Act 2004 and the Civil Enforcement of Parking Contraventions (Approved Devices) (England) Order 2007). Public space CCTV systems must be operated in accordance with the Data Protection Act 2018 and the principles as set out in the Human Rights Act 1998. The Surveillance Camera Commissioner's Code of practice have issued a Code of Practice for the use of CCTV setting out these requirements and principles and these must be complied with. The council is required to notify the Office of the Information Commissioner of the operation of the CCTV system. Covert 'Directed' surveillance may only be conducted if formal authorisation is provided in accordance with the Regulation of Investigatory Powers Act 2000 (as amended by the Protection of Freedoms Act 2012).

The Council has power to undertake a joint procurement exercise with other local authorities under section 111 of the Local Government Act 1972 which provides the power for the Council to do anything which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

The Council has power to enter into contracts for CCTV supply, installation and maintenance under section 1 of the Local Government (Contracts) Act 1997.

The Executive may provide Corporate Directors with responsibility to award contracts with a value over £2 million using revenue money and over £5 million using capital money (council's Procurement Rule 16.2), which is has chosen to do in this case.

The contract relates to goods and services. The estimated value of the contract is £13.5million over 4 years. The threshold for application of the Public Contracts Regulations 2015 (the Regulations) is currently £181,302 for goods and services. Contracts above this value need to be advertised in the Official Journal of the European Union. The council's Procurement Rules also require contracts over the value of £181,302 to be subject to competitive tender.

The procurement strategy was undertaken using a collaborative approach with Hounslow (lead authority), Ealing and Southwark councils to establish the contract in compliance with the requirements of the Regulations and the council's Procurement Rules. On completion of the procurement process the contract is now ready to be awarded to the highest scoring tenderer subject to the tender providing value for money for the council. The winning tender was submitted by Tyco Fire & integrated Solutions (UK) Limited (TYCO).

5.3 Environmental Implications and contribution to achieving a net zero carbon Islington by 2030:

The supply, installation and maintenance of CCTV facilities will have several environmental impacts, including use of materials in the production process, the use of fuel and energy and waste generation during the transportation and installation, and ongoing electricity use and transport-related impacts from the running and maintenance of the cameras.

However, the cameras will allow for the enforcement of measures that benefit the environment, such as low emission zones. The tender gave higher scores to contractors who propose using low or zero emission vehicles when delivering the service.

5.4 Resident Impact Assessment:

The council must, in the exercise of its functions, have due regard to the need to eliminate discrimination, harassment and victimisation, and to advance equality of opportunity, and foster good relations, between those who share a relevant protected characteristic and those who do not share it (section 149 Equality Act 2010). The council has a duty to have due regard to the need to remove or minimise disadvantages, take steps to meet needs, in particular steps to take account of disabled persons' disabilities, and encourage people to participate in public life. The council must have due regard to the need to tackle prejudice and promote understanding.

A Resident Impact Assessment has been completed in March 2021. No adverse impacts or other risks have been identified. The Council operates its own CCTV Code of Practice and also conforms to the CCTV Commissioners Code of Practice, including with a certificate of compliance.

6. Reasons for the decision: (summary)

- 6.1 Tyco Fire and Interated Solutions (UK) Limited (TYCO) were successful in the procurement process for the Supply, Installation and Maintenance of CCTV equipment (CCTV Service Provision). Islington Council are one of four boroughs, alongside Hounslow, Ealing and Southwark, who will enter into a four-year contract with TYCO. This will deliver the best quality value-for-money service currently available.

7. Record of the decision:

7.1 I have today decided to take the decision set out in section 2 of this report for the reasons set out above.

Signed by:



22.3.21

Keith Townsend
Corporate Director of Environment & Regeneration

Date

Appendices

- Resident Impact Assessment

Background papers:

- None.

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