

Homes and Neighbourhoods
222 Upper Street, N1 2UD

Report of: Executive Member for Homes and Neighbourhoods

Meeting of: Executive

Date: 16th January 2025

Ward(s): All

Subject: Procurement Strategy for the supply, installation and maintenance of CCTV Equipment and One-Year Call Off from existing CCTV contract

1. Synopsis

- 1.1. This report seeks pre-tender approval for the procurement strategy in respect of a CCTV supply, installation and maintenance framework agreement.
- 1.2. The procurement of the framework agreement will be led by Islington Council and delivered in partnership with the London Boroughs of Ealing, Hounslow and Southwark. The framework agreement will enable each of the four boroughs to access call off contracts with the chosen supplier.

2. Recommendations

- 2.1. To approve the procurement strategy for the CCTV Maintenance services framework agreement as outlined in this report.
- 2.2. To delegate authority to award a four-year framework contract from 31 March 2026 to the Acting Corporate Director of Homes and Neighbourhoods following consultation with the Executive Member for Community Safety.
- 2.3. To delegate authority to award a 12-month call off contract from the existing framework agreement from 31 March 2025 to the Acting Corporate Director of

Homes and Neighbourhoods following consultation with the Executive Member for Community Safety.

Background

2.4. **Nature of the service**

- 2.4.1. The network of CCTV cameras operating in public areas across the borough is an integral part of the council's approach to crime detection and prevention, and community safety. It protects the council's assets and the wider community, as well as being used by the Metropolitan Police and other agencies for policing and counter-terrorism purposes. 'A Safe Place to Call Home' is one of the five missions of the council's 'Vision 2030' strategy. Therefore, it is essential that the CCTV system be of a high quality, as well as reliable, to successfully achieve these aims.
- 2.4.2. There are approximately 2,139 CCTV cameras in the borough, spread over multiple service areas. All of these are routed to the council's CCTV control room, including Re-Deployable Cameras and Number Plate Recognition cameras (NPR), Islington & St Pancras Cemetery, Central Library, Caledonian Park, the Town Hall and Assembly Rooms and 222 Upper Street. The Housing service includes 1,248 cameras, Parking Enforcement includes 132 moving traffic cameras, and the Waste Recycling Centre inventory is 116 cameras.
- 2.4.3. The council's existing contract brought the supply, installation and maintenance of CCTV services in Islington under one contract with one provider to offer the best service and value for money possible. Previously, each directorate within the council made their own arrangements for both CCTV equipment and maintenance with different providers, each receiving a different level of service. As a result, the council has achieved greater control of purchasing decisions and the associated costs, as well as ensuring greater consistency in the equipment, maintenance and software in use across the borough.
- 2.4.4. CCTV maintenance has become more sophisticated, with technological advances such as high-definition imaging, video analytics, wireless transmission and IP networking. CCTV systems require a robust specification and suppliers with the capabilities to provide the appropriate standard of support. The current contract caters for this need but will benefit from a new schedule of rates, which takes into account the latest equipment and technology, as well as reflecting any relevant inflationary pressures.
- 2.4.5. The Council intends to procure a single supplier framework agreement to enable delivery of high-quality CCTV supply, installation and maintenance services. The

overall procurement and contract management will be led by Islington Council. The resulting contract will be a corporate contract which all parts of the council with an approved need for CCTV services will be able to access and use.

2.4.6. The council currently accesses an existing framework agreement which was last procured by the London Borough of Hounslow in 2020, working in partnership with Ealing, Southwark, and Islington. The four-year agreement is due to end on 31 March 2025.

2.4.7. In order to ensure this complex procurement fully accounts for the individual needs of each of the four boroughs, each of whom is required to progress through their own internal governance approaches, it is recommended that a 12-month call off is added to the current contract, effectively extending the existing contract managed by the London Borough of Hounslow by 12 months. This will deliver continuity of service from the current contract's expiry on 31 March 2025, while also taking the necessary steps to ensure the new framework fully meets the needs of the council and its partners. Having discussed this arrangement with the current provider, this would be at the rate of the current contract plus an estimated 5% RPI. The projected value of this call off will therefore be at a cost of £741,501.50 to the council, based on the existing contract value for the 2024/2025 financial year.

This figure does not include the addition of Parking Enforcement TES cameras to the call off, referred to in section 3.2.4. Currently, Parking Services are paying NSL £434,695.82 for their annual maintenance cost under a separate contract, which amounts to £456,430.60 with the addition of 5% RPI for the purposes of the call off. Addition of the TES cameras to the call off value would represent a total cost of £1,197,932.10 to the council.

2.4.8. The Islington CCTV service team has agreed to lead the re-procurement of the new framework, in partnership with the boroughs identified above.

2.4.9. Currently, the CCTV function is used in the following areas of the council:

- Community Safety, Security and Resilience
- Parking Enforcement (Moving Traffic Cameras)
- Facilities Management
- Libraries
- Waste Recycling
- Housing

2.5. **Estimated Value**

2.5.1. The funding arrangements will come from existing capital and revenue sources.

- 2.5.2. The total estimated value of the four-borough framework agreement is approximately £16m over the four-year period of the new agreement and approximately £4m per borough in total, or £1m per borough per annum. These estimates are calculated using historic spend by each of the four boroughs on their individual call off contracts pursuant of the existing framework agreement and on known planned investments in CCTV equipment over the next four years.
- 2.5.3. The framework provides a flexible agreement whereby additional cameras and systems can be added to the maintenance element of the contract, but also where the borough can benefit from savings on equipment maintenance costs by investing in new CCTV cameras, systems and infrastructure. Any service requiring CCTV equipment has the option of purchasing via this contract. As a result, spend can vary considerably year on year depending on service needs and any specific projects underway. In addition, due to warranty periods on equipment, for the first year of the equipment's use, maintenance and repair costs do not apply, delivering potential savings to the council. For information, there are nine projects of varying values currently underway in Islington that will be addressed via this element of the contract, that will be delivered during the four-year framework period.
- 2.5.4. Currently, the maintenance of Parking Enforcement TES cameras is included in a separate contract due to end on the 31 March 2025. As per the agreement outlined in section 3.2.3 above, maintenance of these cameras may move over to the call off or the new contract at a point as determined by the council during the term of the contract.
- 2.5.5. The spend on this service for the previous financial year breaks down approximately as follows:

Supply, Installation and Maintenance CCTV	Cost per annum
Community Safety, Security and Resilience (excl. cemeteries)	£553,711
Parking Enforcement (TES cameras – see 3.2.4)	£434,695
Cemeteries	£14,399
Housing	£111,741
Facilities (including Libraries)	£8,553
Waste Recycling Centre	£14,323
Parks	£2,897
Archway Children's Centre	£565
Total (excluding TES cameras)	£706,191
Total (including TES cameras)	£1,140,884

Costs for the council's spend on the contract are paid in the first instance from the Parking Enforcement budget before being re-charged to the relevant service. This

arrangement excludes Housing, due to the service being invoiced directly by the supplier, and excludes Community Safety, Security and Resilience (excluding Cemeteries), due to spend being paid from the Parking Enforcement budget with no re-charges.

- 2.5.6. Services for which a re-charge mechanism is in place have indicated their willingness to continue with the existing arrangement, and that budgets are in place for the contract term.
- 2.5.7. Any budget reduction would mean a reduction in CCTV coverage. High quality CCTV coverage is an essential component in protecting the council's assets (such as council buildings), as well as council property, such as materials at depots and library resources. A reduction in CCTV support may also have the effect of a rise in crime levels, including anti-social behaviour, and the subsequent reputational risk to the council, as well as increased insurance costs.
- 2.5.8. While there is no statutory requirement for Islington to have a CCTV service, the council does contribute national infrastructure support to the Metropolitan Police and the security services for policing and counter terrorism purposes. A reduction in budget would have the potential to reduce the council's capacity in this regard, in terms of providing clear images for enforcement or crime prevention use.
- 2.5.9. The legal frameworks within which the council operates require that a review of new installations and existing cameras is regularly undertaken, and cameras are decommissioned if no longer required.
- 2.5.10. Officers have considered ways of reducing costs and spend as part of the options appraisal for this procurement. Officers will work with the successful supplier to identify opportunities for efficiency and cost savings as part of the contract's delivery, without compromising on the quality of overall service delivery. However, if costs become excessive – whether to the council or to the supplier – the council will work with the supplier to ensure these do not become a net pressure.
- 2.5.11. In order to limit down time for traffic enforcement cameras serving the Parking Enforcement service, specific KPIs will be embedded in the contract to ensure any downtime is kept to a minimum. To achieve this, there will be both a service-specific procedure put in place for reporting faults, as well as a robust process to recover any liquidated damages caused by excessive downtime from these cameras as a result of poor performance by the supplier should this not be addressed within reasonable timescales.

- 2.5.12. To help identify any achievable costs savings and to provide a rationale for more efficient targeting of resources, the renewed contract will ensure data collection and reporting is a more integral part of the contract's delivery. Key performance indicators (KPIs) will be used and monitored to demonstrate how the call off contracts are being delivered, as well as providing robust data with which to evidence business decisions. With the introduction of newer technologies and infrastructure, there is a commitment to pursuing all possibilities for savings through the new CCTV contract.
- 2.5.13. The CCTV service undertakes regular market research and explores new technologies and ways of working, to ensure we deliver best value for money. Benchmarking is undertaken during the Information Commissioner's Office annual audit and through representation at the London CCTV Forum, identifying areas of good practice. This is supported by regular contact with other boroughs deemed to have high quality set-up and service delivery.
- 2.5.14. Opportunities for efficiency improvements and cost savings will be embedded in the contract's specification. Robust contract management processes will ensure the successful supplier, the contract manager, the partner boroughs and any other relevant parties, will meet regularly. Performance of the contracts and any initiatives for continual improvement identified through local and national best practice will be considered at these meetings. Clear KPIs and service standards will be agreed during the mobilisation process, with tangible outcomes, milestones and review dates identified, to more clearly demonstrate the contract's impact.
- 2.5.15. Cost savings have been achieved and improved value for money delivered under the existing contract through making effective use of market knowledge, the increased buying power achieved through the collaborative contract approach, and review of inflationary pressures to benefit from equipment upgrades before price rises take effect. For example, the council's CCTV service pre-ordered wireless CCTV equipment ahead of inflationary price rises, making an £80,000 saving, while a market research exercise of high-definition cameras delivered cost savings of £4,000 per camera on a purchase of 150 cameras.

2.6. **Timetable**

- 2.6.1. The existing framework agreement expires on the 31 March 2025. In order to provide sufficient time to undertake the procurement each of the four boroughs is securing an additional 12 month call off contract ending on 31 March 2026 from the existing framework agreement to ensure continuity of service.
- 2.6.2. The indicative timetable for the procurement of the new framework agreement is as follows:

- Approval of procurement strategy – 16 January 2025
- Publication of tender – June 2025
- Evaluation of tender submissions – July 2025
- Leaseholder consultation – September 2025
- Award of framework agreement – October 2025
- Commencement of framework – March 2026

2.6.3. Housing leaseholders will be consulted about the proposed procurement in line with statutory section 20 consultation regulations.

2.6.4. Consultation is also taking place internally with departments and services using CCTV, finance, legal and procurement, while externally, consultation has taken place with the partner councils' CCTV teams, legal and procurement teams.

2.7. **Options Appraisal**

2.7.1. Officers have undertaken an options appraisal, market review and have consulted with partner boroughs, service stakeholders and the existing service provider in order to identify the most appropriate procurement route.

2.7.2. As part of this procurement, five options were considered:

- Do nothing
- Deliver the service in-house
- Access an existing external framework agreement
- Tender for a contract solely used by Islington
- Competitive procurement process for a new framework agreement

2.7.3. Do nothing - The service has a clear and tangible positive impact on reducing rates of crime and anti-social behaviour in the borough, assisting with prevention of criminal activity by prompting early responses and identifying perpetrators when incidents occur. Doing nothing risks an increase in crime and anti-social behaviour across the borough which would result in additional spend by the council, as well as the council's reputation and as a result is not an option.

2.7.4. Deliver the service in-house - Bringing the service in-house would be an extensive undertaking and would require a significant investment of funding and officer time. The specialist nature of the equipment and servicing required would mean the council still needs to commission contracts for the equipment, although this would remove the need for the maintenance component of the contract and would result in the council having more direct control over delivery of the service. It is anticipated that the costs of equipment will be considerably higher without the purchasing power that the existing framework approach provides, while costs will be incurred establishing an in-house service, including recruitment, training and the requirement of a base of operations. Having consulted with the incumbent

supplier, equipment costs would be approximately 10-15% higher than under the existing framework agreement. For these reasons the costs for this option will outweigh any likely benefits and is therefore not recommended.

- 2.7.5. Access an existing external framework agreement – This option would involve running a mini-competition for a call off contract pursuant of an existing third-party framework agreement for Islington to use. The benefits of this option are that costs will be reduced owing to the purchasing power a framework approach provides. However, a review of framework options shows that while there are multiple framework providers offering CCTV services, no single framework meets all of the council's existing needs and would require multiple frameworks with multiple suppliers. For these reasons this option is not recommended.
- 2.7.6. Tender for a contract used solely by Islington - A competitive tender could be run solely for Islington. This would enable the council to set the terms of the contract and to tailor the contract to the council's specific requirements. However, it is apparent from market analysis and consultation with the incumbent supplier that the costs of equipment would increase approximately 10-15% as a result, due to the reduction in purchasing power the four-borough arrangement provides. The cost of delivering the contract would greatly exceed what the council is currently paying as part of a framework agreement, and as a result this option does not deliver good value for money.
- 2.7.7. Competitive procurement process for a new framework agreement – The drawback of this approach is it may take slightly longer as all boroughs need to reach agreement on the requirements for a new supplier they will access through the new framework agreement. The key benefit of this joint approach with other London boroughs is by procuring an agreement which can be used by all four boroughs, the council can achieve more competitive pricing through economies of scale. In addition, the council should be able to achieve a more effective contractual relationship with the supplier as a group, rather than individual authorities. For these reasons this is the preferred and recommended procurement route.
- 2.7.8. It is envisaged that there will be good market interest due to the size of the business opportunity the framework agreement provides, particularly in view of the collaborative approach, while putting the council in a strong position to use this leverage to deliver a higher quality service at lower cost to the council.

2.8. **Key Considerations**

- 2.8.1. While the service itself delivers considerable benefits to the borough and its residents, delivering additional social value to Islington will also be a contractual

obligation for the successful supplier, with agreement from the partner boroughs. Economic, social and environmental sustainability will be considered as part of the quality element of the tender submission. The successful bidder will be required to outline in their tender submission not only the ways in which they will deliver economic, social and environmental sustainability as part of the contract's delivery, but also to make specific and measurable commitments to these areas in the form of proposals that will be delivered by the contractor during the life of the contract. This might include a commitment to recruiting locally, utilising the Council's iWork service, offering apprenticeships, delivering specific initiatives in the borough, or identifying ways in which both the contract and the contractor's business can be delivered in a more sustainable way.

- 2.8.2. The contract must comply with the government's code of conduct for purchasing, including avoiding the use of Hikvision cameras in any of the council's infrastructure within the borough.
- 2.8.3. Supporting economic, social and environmental sustainability in each of the four borough areas will be an integral part of the framework agreement terms and conditions. Each borough in its own governance approval process will set out the broad areas of social value it expects to achieve through its own call off contracts and these will be built into the tender pack by Islington for its procurement of the framework agreement. Bidders will be required to outline not only the ways in which they will deliver economic, social and environmental sustainability through resulting call off contracts but also to make specific and measurable commitments to these areas for each of the boroughs.
- 2.8.4. For Islington the areas of social value we will seek through our call off contract will include:
- 2.8.5. Employment and training opportunities for local residents – this would include a commitment for the supplier to recruit locally for vacancies linked to the delivery of our call off contract, utilising the council's iWork service. There are also opportunities to offer apprenticeships in CCTV services for local people.
- 2.8.6. Wider benefits for the borough – bidders will be encouraged to consider how they can support the local economy and voluntary sectors in the borough. This could include opportunities to provide advice to them on new or upgraded CCTV systems they may be considering. Sourcing auxiliary services or materials from local suppliers, where possible.
- 2.8.7. Environmental benefits – bidders will be expected to demonstrate how they will help contribute toward the council's tackling climate change goals by reducing

emissions from vehicles used in the delivery of the service and minimising journeys through effective route planning. Where installing new cameras identify any opportunities to reuse or recycle old parts or materials and minimise and recycle waste.

- 2.8.8. Commitment to paying the London Living Wage will be a condition of the framework agreement and call-off contracts. The successful supplier will need to ensure that the staff they employ have clear and fair terms and conditions of employment, access to trade unions and training opportunities. The specification will ensure the supplier is prohibited from recruiting any staff – both operational and administrative – on a zero hours contract.
- 2.8.9. Honouring social value commitments and achieving value for money are key priorities in the delivery of the call off contracts secured through the framework agreement. Throughout the term of these contracts, contract management officers will undertake both regular and frequent contract reviews, and informal discussions, with the supplier to ensure these objectives are maximised. We will also explore with the supplier any potential for efficiency improvements or for more targeted use of resources based on resident feedback, Council priorities and any relevant developments in the borough.
- 2.8.10. TUPE may apply to this agreement. The incumbent supplier has been asked for information regarding staff working solely on this contract and will advise in due course.

2.9. **Evaluation**

- 2.9.1. The tender will be conducted in one stage, known as the Open Procedure, as the tender is 'open' to all organisations who express an interest. The Open Procedure includes minimum requirements which organisations must meet before the rest of their tender is evaluated.
- 2.9.2. The tender for the framework agreement will be evaluated using a 40% Price and 60% Quality award criteria, of which 20% will be dedicated to Social Value.
- 2.9.3. The quality award criteria will be broken down further as follows including the weightings as listed:
 - Proposed approach to social value (20%)
 - Proposed approach to varying work volumes and priorities (10%)
 - Proposed approach to health and safety (10%)
 - Proposed approach to quality management (10%)
 - Proposed approach to mobilisation, resourcing and service delivery (10%)

2.9.4. The successful tenderer will be required to make specific and measurable commitments to Social Value objectives as a percentage of the contract's value during the life of the contract. These commitments might include local recruitment, spend on community initiatives or providing support for residents, such as an apprenticeship scheme or a programme to improve community involvement in initiatives intended to reduce anti-social behaviour. These commitments will be legally-binding, embedded in the contract and progress reviewed by the contract manager.

2.10. **Business Risks**

2.10.1. The CCTV contract has clear and measurable impacts on the council's priorities, most notably 'Safe place to call home'. Any break in continuity of the service will have an impact both on the reputation of the council, as well as potentially serious reputational and financial risks if the contract is allowed to lapse or a suitable supplier cannot be found.

2.10.2. The service has identified several potential risks linked to this procurement as well as approaches to mitigate these risks:

2.10.3. Work is taking place to upgrade the Housing Concierge CCTV system. The software system is outdated, while repairs are no longer possible owing to non-availability of parts. It is likely that potential suppliers will be reluctant to take on the risk of this system failing and, as a result, it is essential that this is addressed either ahead of the contract's expiry or to have a plan in place to satisfy potential suppliers that concerns regarding the existing system will be addressed as a priority early in the contract period. It is anticipated that a resolution will be confirmed in the coming six months, with pricing and surveys likely to take at least three months. Currently, a budget of £6 million has been allocated for this work and will not impact the predicted value of the framework agreement.

2.10.4. Market analysis suggests there will be interest in the framework agreement opportunity from a range of potential suppliers, including the current supplier. When the contract was last advertised by Hounslow, there was strong interest from around 6-7 providers, all of whom were reputable and prominent in the market. However, growing economic uncertainty and the impact of inflation presents a risk that no suitable supplier will be identified.

2.10.5. There is minimal risk of one of the four partner boroughs withdrawing from the agreement either before or during the contract term. The framework is well-established, having been managed by the London Boroughs of Ealing and Hounslow previously. Should a partner borough leave the framework, officers will

work with the supplier to retain preferential rates for the remainder of the contract term.

2.10.6. There is also a risk that owing to economic uncertainty and increases in the cost of delivering the service during the life of the contract, that the supplier attempts to pull out of the contract after it has been mobilised. Potential providers will be assessed for their approach to business continuity and emergency planning as part of the evaluation, while the service and partner boroughs will continue to maintain strong contract management processes in order to identify any potential risks before they reach a critical stage, should any arise. Formal contract management meetings take place on a monthly basis, while regular meetings take place between the partner boroughs. Officers have taken steps during the current contract to build resilience into the existing systems, investing in higher quality components, improved backup facilities and wireless technology.

2.10.7. In each case, officers will consider emergency interim measures and seek to re-procure the contract.

Risk	Likelihood	Impact	Priority	Mitigation
Procurement is unsuccessful with no suitable supplier tendering or being identified	Medium	High	High	Interim emergency measures will be sought and plans to re-procure put in place
The successful tenderer pulls out of the contract prior to start of the contract	Low	High	Medium	Interim emergency measures will be sought and plans to re-procure put in place
The successful tenderer pulls out of the contract during the life of the contract	Low	High	Medium	Interim emergency measures will be sought and plans to re-procure put in place
Failure to confirm way forward for Housing Concierge service system ahead of contract award	Medium	High	High	Officers seeking to reduce timescales for surveys and confirm works ahead of contract end

2.11. 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 recurrences.

2.12. 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	<p>The Council intends to procure a single supplier framework agreement to enable delivery of high-quality CCTV supply, installation and maintenance services. The overall procurement and contract management will be led by Islington Council. The resulting contract will be a corporate contract which all parts of the council with an approved need for CCTV services will be able to access and use.</p> <p>See paragraph 3.1</p>
2. Estimated value	<p>The total estimated value of the four-borough framework agreement is approximately £16m over the four-year period of the agreement. Of this amount, the estimated value for CCTV maintenance is approximately £1m per borough per annum.</p> <p>The projected value of the 12-month call off will be at a cost of up to £1,197,932.10 to the council.</p> <p>The agreement is proposed to run for a period of 4 years.</p> <p>See paragraph 3.2</p>
3. Timetable	<p>Publication of tender – June 2025</p> <p>Evaluation of tender submissions – July 2025</p> <p>Leaseholder consultation – September 2025</p> <p>Award of framework agreement – October 2025</p> <p>Commencement of framework – March 2026</p> <p>See paragraph 3.3</p>

<p>4. Options appraisal for tender procedure including consideration of collaboration opportunities</p>	<p>The proposed option is to procure through a competitive procurement process for a new framework agreement in partnership with the London boroughs of Hounslow, Ealing and Southwark. This would be the quickest route to market that meets all of the council's requirements and those of the council's partners.</p> <p>See paragraph 3.4</p>
<p>5. Consideration of:</p> <ul style="list-style-type: none"> • Social benefit clauses; • London Living Wage; • Best value; • TUPE, pensions and other staffing implications 	<p>The service has clear impacts on social value and these will be embedded in the quality element of the tender process, with a 20% weighting. LLW will be a requirement of the successful service provider. Best value will be achieved via regular contract review meetings and collaboration with partner boroughs.</p> <p>See paragraph 3.5</p>
<p>6. Award criteria</p>	<p>The tender for the framework agreement will be evaluated using a 40% Price and 60% Quality award criteria, of which 20% will be dedicated to Social Value.</p> <p>See paragraph 3.6</p>
<p>7. Any business risks associated with entering the contract</p>	<p>Owing to economic uncertainty, risks have been identified both in terms of a suitable service provider not being identified, as well as risk that the successful service provider will pull out of the contract ahead of mobilisation or during its life. Additional risks with regard to the Housing Concierge Service CCTV system have been identified and are being addressed concurrently.</p> <p>See paragraph 3.7</p>
<p>8. Any other relevant financial, legal or other considerations.</p>	<p>See paragraph 4</p>

3. Implications

3.1. Financial Implications

This report seeks to ensure the supply, installation and maintenance of CCTV in Islington through the development of with three other boroughs: Ealing, Hounslow, and Southwark. The proposals are two fold – the extension of the current framework agreement until March 2026 so as to provide time to develop a new framework. The framework will seek to ensure economies of scale and efficiencies, while taking advantage of technological improvements in systems and equipment. This framework sets the prices for the maintenance, but there is no minimum or maximum spend as part of any contract. The service can vary the level of maintenance it seeks to undertake depending on its requirements. The overriding goal is to improve CCTV performance but ensure value for money.

The extension of the framework is anticipated to cost Islington £1,197,932. This is a 5% more than the current expenditure based in the departments below. The cost is calculated based on the current framework of costs rising with RPI inflation. This remains a framework agreement with costs varying depending on requirements.

Supply, Installation and Maintenance CCTV	Cost per annum
Community Safety, Security and Resilience (excl. cemeteries)	£553,711
Parking Enforcement	£434,695
Cemeteries	£14,399
Housing	£111,741
Facilities (including Libraries)	£8,553
Waste Recycling Centre	£14,323
Parks	£2,897
Archway Children's Centre	£565
Total	£1,140,887

The newly proposed contract is expected to cost approximately £4m per Council over four years split between the different Councils. The framework is flexible and the Council can vary spend according to their needs, however with the introduction of newer technologies and infrastructure, there is a commitment to pursuing all possibilities for savings through the new CCTV contract.

The proposed spend of £1m per year is based on current average spend, but it is hoped that updates and improvements in the CCTV infrastructure separate to this report may bring efficiencies in repairs. The funding has been agreed with all of the departments listed in the table above. The contract will cater for uplifts by rising with an agreed RPI inflation measure per year. As this is largely funded through Parking Enforcement, an income generating budget, funding is expected to broadly rise with costs.

There remains a number of risks with this proposal. It is possible that the contract will not prove attractive enough in the light of offering similar sums to the current framework despite rising cost pressures operating on any provider over the lifetime of the contract. It is possible that any provider who is awarded the contract may seek to exit before the 4-year period finishes. Sufficient notice in any contract will be required to allow for a new procurement.

3.1.1. The risks of this proposed framework remain relatively small and retains sufficient flexibility to monitor and control costs on a departmental level. The failure to proceed with any new CCTV maintenance will only lead to the increasing degradation of existing equipment and operations, resulting in the service

reductions and potentially more expensive costs through ad-hoc work.

3.2. Legal Implications

- 3.2.1. The council has power to provide CCTV on any land in its 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 Criminal Justice and Public Order Act 1994) The council may use CCTV for the civil enforcement of road traffic contraventions provided that devices used are certified as an “approved device” by the Secretary of State in accordance with The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 (made under the Traffic Management Act 2004). Information held by organisations that is classed as personal data relating to identifiable living individuals is governed by the UK General Data Protection Regulation (UK GDPR) and Data Protection Act 2018. The principles of the Human Rights Act 1998 also apply. The Information Commissioner has issued guidance on video surveillance, including use of CCTV, setting out the responsibilities and principles that must be complied with. The council is required to notify the Information Commissioner’s Office of the operation of its 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).
- 3.2.2. 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.
- 3.2.3. The council has the power to enter into contracts for CCTV supply, installation and maintenance under section 1 of the Local Government (Contracts) Act 1997.
- 3.2.4. This procurement will be commenced after the Procurement Act 2023 (PA 23) comes into force on 28 October 2024. There is a requirement to conduct statutory consultation about this procurement with housing leaseholders – this will need to take place prior to the procurement process is commenced.
- 3.2.5. The proposed procurement strategy is to collaborate with other authorities (Ealing, Hounslow and Southwark) to establish a single supplier framework agreement in compliance with the PA 23. Islington will act as lead authority for the procurement.
- 3.2.6. The proposed contract relates to goods and services. The estimated value of the contract for the participating authorities is £16m over 4 years with an estimated

value to Islington of over £4m during the term. The current threshold for such contracts under the existing Public Contracts Regulations 2015 is £214,904 – this figure is increased annually in January and there is no indication that there will be any threshold changes on commencement of the new Act. Above threshold contracts will continue to be advertised through a new Central Digital Platform (CDP). The council's procurement rules also require contracts over threshold value to be the subject of competitive tender.

- 3.2.7. All authorities and suppliers will need to be registered on the CDP prior to taking part in any procurement under the PA 23. The CDP will be the only place that the market needs to access for all information relating to a procurement. All adverts, notices, transparency information, performance, exclusion and debarment data will be published on the CDP.
- 3.2.8. The PA 23 has not changed the general rules around frameworks and continues to allow the open procedure to be used for the procurement of a single supplier framework for a fixed term of 4 years. Transparency obligations require the publication of various notices including a tender notice, a contract award notice (which starts 8-day standstill period) and, within 30 days of the framework being entered into, a contract details notice. This final notice needs to include the details of the KPIs (3 are required for contracts over £5m). There is also a requirement to publish a redacted copy of any contract with a value over £5m within 90 days.
- 3.2.9. To ensure suppliers are fit to deliver public contracts and reduce risks, prior to the assessment of tenders, any tender from a supplier who is excluded /excludable must/may be disregarded.
- 3.2.10. Submissions will be evaluated on clear award criteria to be set out in the procurement documents designed to achieve best value for the participating councils. A supplier must also demonstrate that they are capable of satisfying the conditions of participation (formerly selection criteria) – these criteria must be proportionate to the procurement and are likely to include confirmation of the supplier's legal and financial capacity or technical ability to perform the contract.
- 3.2.11. The award of this framework, being valued over £5 million, will be a key decision to be taken by the Executive.
- 3.2.12. Corporate Directors and the Chief Finance Officer are authorised to award contracts over £5,000,000 under a framework agreement (i.e. call-offs) established by the council on its own or in partnership with any other organisation using capital money where the spend is part of the approved capital programme (Procurement

Rule 18.1.5).

3.3. Environmental Implications and contribution to achieving a net zero carbon Islington by 2030

3.3.1. Multiple opportunities have been identified to reduce carbon emissions as part of the contract's delivery. These opportunities range from making more sustainable transportation options, such as use of hybrid or electric vehicles, while as part of the contract's delivery, suppliers will be encouraged to repair equipment instead of replacing it, unless it is impractical to do so, or may compromise the effectiveness of the equipment. Such steps have taken place under the existing arrangement and will continue as part of a new contract.

3.3.2. A full Environmental Impact Assessment was completed on the 15 May 2024. The main findings are that the contract itself has a broadly neutral impact on environmental issues, but highlighted a need to ensure sustainability was considered both in terms of operative transportation and job routes, and to explore opportunities to prioritise repairing equipment before replacement, where possible and where this would not have an impact on security and reliability.

3.4. Equalities Impact Assessment

3.4.1. 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.

3.4.2. An Equalities Impact Assessment was completed on the 17 May 2024. The main findings are the contract itself has a broadly neutral impact on equality issues, but highlighted the need to identify a high quality supplier to ensure the council continues to be in a strong position to support and protect local communities.

3.4.3. The full Equalities Impact Assessment is appended.

4. Conclusion and reasons for recommendations

- 4.1. Following an appraisal of the options available to secure CCTV related services it is recommended that the council pursue the procurement of a framework agreement with one supplier for four years. The agreement will be accessed by partner boroughs, Hounslow, Ealing and Southwark.
- 4.2. It is also recommended to delegate authority to award a 12-month call off contract from the existing framework agreement from 31 March 2025 to the Acting Corporate Director of Homes and Neighbourhoods following consultation with the Executive Member for Community Safety.

Appendices:

- Equalities Impact Assessment

Background papers:

- None

Final report clearance:

Authorised by:

Executive Member for Homes and Neighbourhoods

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