

Decision Maker:	Cabinet Member for Community Safety
Date:	
Classification:	Part 1 & Part 2 Exempt as Appendix A
Key Decision:	Yes
Title of Report:	CCTV Maintenance Services Contract
Executive Director:	Alan Richards, Executive Director for Environment and Place
Report Author:	Barry Davis Surveillance Operations Manager

1. Executive Summary

- 1.1 Southend City Council currently has a maintenance contract that covers the authorities CCTV infrastructure across the City. The current contract expires on 31st of March 2025 and there is now a need to ensure a compliant contract is in place which will be effective from 1st April 2025.
- 1.2 To enable continuation of a Maintenance provisions and for Southend City Council to be able to fully maintain its CCTV provision across the City, a competitive open tender was undertaken via the Find a Tender Service (FTS) Open Procedure route in accordance with the Public Contract Regulations 2015. This report is recommending to award to the preferred supplier as outlined in Part 2.
- 1.3 Due to current timescales the next Cabinet cycle would be in March 2025, which does not allow sufficient time to complete the award and mobilisation of the new contract and therefore an Urgent Key Decision is required.

2. Recommendation.

- 2.1 To enable Southend City Council to continue to maintain its CCTV infrastructure to award to the preferred supplier outlined in Part 2 with a contract length of 3 years with the option to extend for a further 2 years.
- 2.2 The above recommendation will not only ensure that a compliant contract is in place but based on the options explored in section 5 of this report, the proposed award also demonstrates best value to the Council.

3. Background.

- 3.1 The authority has a CCTV network covering various public spaces across the City as well as a number of internal CCTV systems. To ensure that this infrastructure is maintained to provide a safe environment for all residents and visitors to the City, the

authority wishes to appoint a Maintenance provider that can maintain this infrastructure for the duration of the contract.

- 3.2 This contract was last awarded in 2021, and this contract will expire on 31 March 2025.
- 3.3 Once the contract is awarded there would be an expectation on the Contractor to work with the Authority to help enhance and grow the CCTV system in line with Council's future expectations.

4. Reasons for Decision

- 4.1 There is a need to have approved arrangements in place which is also compliant with the Council's Contract Procedure Rules and the Public Contract Regulations.
- 4.2 The key reason for this decision is to enable Southend City Council to continue to maintain its CCTV infrastructure whilst looking to enhance and grow the Service further afield.
- 4.3 A robust and compliant FTS procurement process was undertaken to identify the preferred bidder.

5. Other Options

- 5.1 Do nothing. This will mean that that the Authority will have to enter into negotiations with the current supplier to either extend the current contract or enter into a rolling contract at possibly increased terms. This would also be non-compliant with the Public Contract Regulations and could potentially leave the Council option to challenge.
- 5.2 It should also be noted that the Authority has entered into a rolling agreement prior to the current contract, and this did affect how the service was maintained. The current contract which expires on 31st March 2025 was awarded in compliance with the Public Contract Regulations.

6. Financial Implications

- 6.1 None. As outlined in the Part 2 section of the report, the revenue budget for CCTV maintenance across Southend City Council is expected to cover the estimated annual costs of the service from the preferred supplier.

7. Legal Implications

- 7.1 The Council must procure services in accordance with the Public Contract Regulations 2015, and the Council's Contract Procedure Rules. The Council must also procure the services in a way that meets its Best Value Duty. The procurement process as outlined in the report outlines that the Council has followed a compliant process.
- 7.2 A failure to award the new contract would mean that Southend City Council would not meet the requirements set out within its DPIA to maintain and sustain the CCTV infrastructure across the City.

8. Other Implications

- 8.1 If approval is not given to award, Southend City Council will be unable to maintain and grow its CCTV infrastructure which would lead to incidents of crime and ASB not being captured and acted upon. This would lead to the Authority not being able to provide the current level of Community Safety Provision across the City. The Authority would lose out on possible income generation opportunities for the authority through not having an adequately maintained system as it would not be able to cope with anything additional.

9. Appendices

- 9.1.1 Exempt Part 2 (Appendix A)

10. Report Authorisation

This report has been approved for publication by:		
	Name:	Date:
S151 Officer	Joe Chesterton	09/01/2025
Deputy Monitoring Officer	Jayne Middleton	09/01/2025
Executive Director(s)	Alan Richards	08/01/2025
Relevant Cabinet Member(s)	Cllr Terry	08/01/2025

