

<b>DECISION NO:</b>	<i>For Member Services use only</i>
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Concurrence No:	0066382
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<b>Action under delegated authority of Chief Executive</b>	
<b>Action under delegated authority of Director of Finance and Cabinet Member for Finance</b>	<b>X</b>
<b>Action taken by Chief Executive in consultation with Cabinet Member(s)</b>	

Subject: Exception to Contract Standing Orders – Impresa Park CCTV router

Signature and designation of officer(s) taking action:

pp

10/08/2020	
Chief Executive	Director of Finance
Date	Date
	Head of Finance
	Date

**Name of Cabinet Member(s) Consulted**

I have been consulted and concur with the proposals set out below:

12/08/2020

Councillor P Mason	
Cabinet Member for Finance and Business Services	Signature:
Councillor	Date:
Cabinet Member for	Signature:      Date:

Name of any member who has declared a conflict of interest in relation to this decision: \_\_\_\_\_

**THIS DOCUMENT WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE**

The report overleaf sets out the decision to be taken, the reasons for the decision, and the details of alternative options, if any, considered and rejected.

Officer decisions are available for public inspection, both at the Borough Offices and on the Council's website. Officer decisions are kept for a period of six years at the Borough Offices and for six months on the website after the decision is made. Background papers are available for four years.

**RECOMMENDED that: an exception to Contract Standing Orders to allow ACE Security to install a new router for the CCTV system at Impresa Park be approved**

## **Purpose**

To request an exception to Contract Standing Orders under paragraph (iv) in Section 3.10 of the Contract Standing Order September 2019, to allow ACE Security to install a new router for the CCTV system at Impresa Park, Pindar Road.

## **The Project**

The router that allows remote monitoring of the CCTV system at Impresa Park has stopped working and a new one is required to be able to monitor the CCTV system.

Without the router there is no active monitoring or way to retrieve CCTV footage. Should the police require footage for a crime etc., there is no way to assist them. The works are considered urgent for the reason of security.

Ace Security maintains the equipment at Impresa Park and therefore an exception to contract standing orders is requested to ensure compatibility with existing equipment. If an alternative contractor replaces part of the CCTV system, this will lead to confusion and issues regarding responsibility for maintenance of the whole CCTV system should issues arise in future.

## **Financial, Legal and Risk Management Implications**

The cost of the new router will be £1,458.40 and this cost can be retained within existing repair and maintenance budgets. However, the cost of these works is service charge recoverable, while the Council will need pay the cost, the cost will be split as per the service charge schedule amongst the tenants. The service charge is reconciled at year end; the Council will recover the cost from the tenants of Impresa Park through the service charge reconciliation.

The price quoted by ACE has been benchmarked with an alternative supplier who indicated it would charge £2,000 plus VAT for a new router.

## **Alternative Options Considered and Rejected**

Proceeding with a tender process potentially could lead to an alternative contractor replacing part of the CCTV system. This is rejected as partial replacement of the CCTV system by an alternative contractor would result in responsibility of maintenance issues for the CCTV system.

Continue without the router and no CCTV monitoring. This is rejected as active CCTV has been in use at Impresa Park since it was built and the leases state the maintenance and upkeep of the CCTV system is a landlord's responsibility.

## **Contribution to the Council's Objectives**

- Promote community safety and reduce fear of crime.

## **Conclusion**

The Council's Contract Standing Orders allow for an exception under point (iv) in Section 3.10 (Goods are required as a partial replacement for or in addition to existing goods or installations and obtaining these from another contractor would result in incompatibility or disproportionate technical difficulties in operation or maintenance). In order to avoid incompatibility issues it is proposed to instruct ACE Security to replace the CCTV router at Impresa Park.

Contact Officer: Luke Kubik

Ext: 5724

Date

5<sup>th</sup> March 2020

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Action reported to the Cabinet on:

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