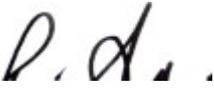


Delegated authority officer decision notice

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|---|---|
| Decision made by | Patrick Arran (Head of Legal and Democratic Services) |
| Lead officer contact details | Katharine Doherty Community Safety Team Leader 01235 422591 Katharine.doherty@southandvale.gov.uk |
| Decision (Keep this succinct) | To procure BT to upgrade the Vale of White Horse District Council's CCTV transmission circuits and CCTV cameras in the Vale of White Horse from analogue to IP (digital) along with a five-year rental of the upgraded circuits. To direct award this contract to BT under the CCS Framework (lot number RM3808) and to enter into the framework draw down contract. |
| Key decision? (see notes below) | Yes (the value of the contract is over £75,000) but at its meeting on 6 August 2021, the Vale of White Horse District Council's Cabinet authorised the Head of Service, in consultation with the relevant Cabinet member, to sign off the procurement. |
| If key decision, has call-in been waived by the Scrutiny Committee chair(s)? | No |
| Confidential decision, and if so under which exempt category? | No |
| Delegated authority reference from the constitution | At its meeting on 6 August 2021, the Vale of White Horse District Council's Cabinet authorised the Head of Service, in consultation with the relevant Cabinet member, to sign off the procurement. Relevant meeting papers can be found here: http://democratic.whitehorsedc.gov.uk/documents/g2852/Printed%20minutes%20Friday%2006-Aug-2021%2010.30%20Cabinet.pdf?T=1 |
| Risks | If we do not undertake this project there is a risk that our CCTV cameras in Abingdon and Wantage will fail as they are already reaching end of life. This presents a significant operational and reputational risk to the council. In addition, it would lead to loss of income. If we remained using an analogue transmission network to link our CCTV cameras in the Vale to the control room, we would encounter the following problems: <ul style="list-style-type: none"> on-going faults with camera telemetry resulting from using analogue technology to transmit camera data to a digitalised system (this impacts on the operators' ability to respond to and monitor incidents as effectively as possible); |

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| | <ul style="list-style-type: none"> we would not be able to realise the benefits of having digital cameras in terms of securing enhanced picture quality. |
| Reasons for decision | <p>BT owns the transmission circuits that need to be upgraded so no other supplier can carry out these works. Therefore we can only go to BT for this part of the project (which accounts for the majority of the capital project spend).</p> <p>With regards to the part of the project which covers replacing all the analogue CCTV cameras in Abingdon and Wantage with digital ones; having one single contractor upgrading the transmission network and the cameras will help the council to maintain service continuity and therefore reduce the risk of disruption to a service which needs to run 24/7 to support police and community safety operations etc. Having a single contractor will also help achieve economies of scale.</p> <p>With regards to the five year rental of the transmission circuits, BT own these so they are the only company that can supply this service to the council.</p> <p>Framework prices have been reviewed in order to ensure best value is being obtained for the council.</p> |
| Alternative options rejected | A full tender exercise has been rejected due to the fact that BT are the only contractor that can upgrade the transmission circuits from analogue to IP, and this accounts for the majority of the project costs. They are also the only company from whom we can rent the transmission circuits. |
| Climate and ecological implications | New digital CCTV cameras use less energy than the older, analogue models. |
| Legal implications | Providing the framework is compliant and the draw down contract terms acceptable, there are no other legal implications arising from the decision made. |
| Financial implications | <p>The price from the framework for this is £335,680, which comprises:</p> <ul style="list-style-type: none"> £154,180 for the upgrade works (cameras and circuits) which will be funded from Vale cost centre YH12 (capital). £181,500 for the five year rental of the transmission circuits (£36,300 per annum) and revenue budget is available to cover this in CS11 4504. <p>It will be a joint council contract however the charges have been broken down by district to reflect the level of works required in each district.</p> |
| Other implications | None |
| Background papers considered | n/a |
| Declarations/ conflict of interest? | None |

| Consultees | | Name | Outcome | Date |
|---|--|--------------------------|---------------------------|----------|
| | Legal legal@southandvale.gov.uk | Christine Cox | Agreed | 01/07/22 |
| | Finance Finance@southandvale.gov.uk | Emma Creed/ Maggie Xu | Budget checked and agreed | 29/06/22 |
| | Procurement | Angela Cox | Agreed | 29/06/22 |
| | HR hradminandpayroll@southandvale.gov.uk | n/a | | |
| | Climate and biodiversity climateaction@southandvale.gov.uk | n/a | | |
| | Equality and diversity equalities@southandvale.gov.uk | n/a | | |
| | Risk and insurance risk@southandvale.gov.uk | n/a | | |
| | Communications communications@southandvale.gov.uk | n/a | | |
| | Senior Management Team ExecutiveSupportSAV@southandvale.gov.uk | n/a | | |
| | Cabinet member | n/a | | |
| | Ward councillors | n/a | | |
| Decision maker's signature To confirm the decision as set out in this notice. | Signature:  Date: 29 July 2022 | | | |

IMPORTANT NOTES TO OFFICERS:

1. You need to ask your head of service (or above) to determine whether this is a key decision. The constitution specifies a key decision as a decision of Cabinet, an individual Cabinet member or an officer acting under delegated powers, which is likely to:
 - (a) incur expenditure, make savings or to receive income (except government grant) of more than £75,000; or
 - (b) award a revenue or capital grant of over £25,000; or

(c) agree an action that, in the view of the chief executive or the relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.

2. If this is a key decision (as defined in paragraph 1 above), immediately after it is signed off, send it to democratic.services@southandvale.gov.uk to allow the councillors' scrutiny call-in procedure to commence. You cannot implement a key decision until the scrutiny call-in procedure has been completed. You will receive a copy of the email to councillors. Check with Democratic Services after the close of the call-in period to see if the decision has been called-in.
3. If this is a key decision but the Scrutiny Committee Chair(s) has waived call-in, immediately after it is signed off send it to democratic.services@southandvale.gov.uk to allow councillors to be informed that a key decision has been made and scrutiny call-in waived. You may then implement the decision without further delay.
4. If this is a non-key decision, save this decision notice to your network drive for audit purposes (Democratic Services do not need a copy). You may implement the decision immediately.