

# Public Document Pack

## Officer Decisions

Friday, 17th September, 2021

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### AGENDA

1. **CCTV Control Room Upgrade**  
**RDP-Delegated-powers - CCTV control room upgrade** 2 - 4
  
2. **Award of contract for the provision of a Gully Cleansing Service**  
**RDP-Delegated-powers-Gully Cleaning** 5 - 6
  
3. **Road Lining and Pre-formed Thermoplastics Contract**  
**RDP-Delegated-powers-Road Lining** 7 - 8

Date Published: 17<sup>th</sup> September 2021  
Denise Park, Chief Executive

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



**DELEGATED  
OFFICER DECISION  
TAKEN BY:  
PORTFOLIO  
AREA:**

**Strategic Director Resources  
Strategic Director Adults & Health (DASS)**  
  
Adult Services and Prevention  
Digital and Customer Services

**SUBJECT: CCTV Control Room Upgrade**

### 1. DECISION

That the Strategic Director for Resources in Consultation with the Executive Member for Digital and Customer Services to reallocate £75,000 from the earmarked ICT Capital Reserve to upgrade the CCTV room software.

That the Strategic Director Adults and Health (DASS) approves the award of the contract to the winning bidder.

### 2. REASON FOR DECISION

The control room is now 6 years old and in those 6 years technology has rapidly progressed. The current system requires a significant software update to continue to be supported by the manufacturer.

An open tender exercise was undertaken through the Chest portal with responses from 2 suppliers with the scores outlined in the table below;

	Supplier A	Supplier B
Quality	63	50
Price	30	22
Overall Score	93	72

It was therefore decided to award the contract to supplier A as they had the highest overall score. Revenue costs for the new solution will be funded through the departments existing budget envelope. Capital costs will be a combination of a £75k contribution from ICT capital reserves, £75k from the CCTV hub partnership reserves and £19k from UTC.

The new video management system will provide the hub with a scalable software platform not restricted by licences allowing the department to incorporate current standalone systems.

- Integration with other Council CCTV run systems allowing full integration with Duke Street, Town Hall, Tower Block, Leisure services and Libraries.
- Integration with the UTC network.
- The solution will allow for integration with lone working and staff welfare systems allowing integration of panic buttons and pendants that link through to the control room.
- The hub will be able to offer a more cost effective service to schools and 3rd party sites with greater flexibility in bringing in feeds from multiple manufacturers.
- Central monitoring of intruder and fire alarm systems.

### 3. BACKGROUND

The CCTV Hub was built to service the needs of Blackburn with Darwen and our partners across East Lancashire and beyond in 2016 following a successful grant application. Since then it has proved a significant asset, with the impact and quality of the service appealing to more and more internal and external partners. While this is welcome, it has raised some challenges in being able to service an ever-growing portfolio of clients as the current monitoring facility has reached its maximum capacity and lacks some new features that could keep us at the premium end of CCTV and security service provision. The current system is a licence-based system with a license cost per camera added. On purchase we allowed for a 20% expansion capacity, proportionate to expected demand for additional cameras at the time. Demand however has surged in the last 12 months due to a combination of Covid, successful grant applications, and diversifying of services available broadening the market and demand from clients. All of the licences have now been used (total 336) and new licences will cost £132 per camera irrespective of their use or location. This poses particular challenge in offering cost effective monitoring services for buildings and car parks that use high concentrations of cameras to provide unobstructed coverage.

### 4. KEY ISSUES AND RISKS

- The current control room software requires an upgrade to maintain support for it from the manufacturer through their 3<sup>rd</sup> party providers.
- The control room has several independent systems running, some of which will only work on Windows 7 which ICT need to discontinue.
- The current provider has a “licence per camera” limit we are close to exceeding. Each additional camera would cost £132 plus the install fee affecting our competitiveness.
- If the department decided to upgrade the system there would be a risk of system downtime whilst this was performed.

### 5. OPTIONS CONSIDERED AND REJECTED

Upgrade the existing system - While the cost of this upgrade has been accounted for, coupled with increased camera license costs as the control room continues to expand the cost of these combined is such that for similar investment, more options are available that provide lower ongoing costs and greater integration options. It was therefore decided that this was an ideal time to look into the future of the service we provide and potentially procure a software system that can further ambitions for the Hub.

*Further information is available via the report authors*


### 6. DECLARATION OF INTEREST


All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Peter Hughes / John Bonney</b>
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<b>DATE:</b>	12/08/2021
<b>BACKGROUND DOCUMENTS:</b>	None

Signed: 	
<b>Director Sayyed Osman</b>	<b>Date: 03/09/21</b>

Signed: 	
<b>Director Paul Fleming</b>	<b>Date: 15/09/21</b>

## RECORD OF DECISION TAKEN UNDER DELEGATED POWERS OUTLINED IN THE CONSTITUTION – Part 3 Section 16



<b>DELEGATED OFFICER DECISION TAKEN BY:</b>	Martin Eden
<b>PORTFOLIO AREA:</b>	Environmental Services

**SUBJECT:** To approve the award of contract for the provision of a Gully Cleansing Service.

### 1. DECISION

Award a contract for three years, with the option to extend for a further twelve months, to Drainrite Environmental Services Ltd. The contract will be for planned maintenance of the gullies across BwD.

### 2. REASON FOR DECISION

An advertised competitive open tendering exercise has been undertaken with thirteen bids received. The bids were evaluated against published criteria in the tender documentation. (Price allocated 70% of the marks, quality 20% and social value 10%)

### 3. BACKGROUND

As a unitary authority, the Council is not only the highway authority, but also the Lead Local Flood Authority (LLFA). As highway authority, the Council currently maintains approximately 30000 gullies, 52 trash screens and all highway drainage pipes.

The council have approved the Gully Cleaning Strategy which provides the method of the Council's approach to the maintenance of the drainage system within the Borough. A systematic approach to the maintenance is increasingly seen as being vital to ensure that gully cleaning and other flood risk work issues are resolved on a risk-priority basis and that all adopted highway gullies within the borough are attended on a 5-year cycle.

The Council has in the past carried out the planned cleansing/emptying of gullies in-house. However, last year the decision was made to out-source the service. A quotation exercise was undertaken for a short term contract. This was to allow the Council time to conduct a full tendering exercise.

Submissions have been scored and verified by members of the Highways Team together with the Contracts and Procurement Team.

### 4. OPTIONS CONSIDERED AND REJECTED

- Use an existing framework agreement. A suitable agreement could not be identified and therefore this option was rejected.
- Continue with a short term contract. This was rejected because the aggregated value meant a tender exercise had to be undertaken to meet the Council's Contracts and Procurement Procedure Rules. In addition, it was felt a longer term contract would offer better value for money.

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**5. DECLARATION OF INTEREST**


All Declarations of Interest of the officer with delegation and the any Member who has been consulted, and note of any dispensation granted should be recorded below:

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Imran Munshi</b>
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<b>DATE:</b>	<b>08/09/2021</b>
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<b>BACKGROUND DOCUMENTS:</b>	<b>Highway Maintenance Gully Cleaning Strategy</b>
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Signed: 	
<b>Director: Martin Eden</b>	<b>Date: 14 September 2021</b>



#### 4. OPTIONS CONSIDERED AND REJECTED

- Use an existing framework agreement. A suitable agreement could not be identified and therefore this option was rejected.
- Continue with short term contracts. This was rejected because the aggregated value meant a tender exercise had to be undertaken to meet the Council's Contracts and Procurement Procedure Rules. In addition, it was felt a longer term contract would offer better value for money.

#### 5. DECLARATION OF INTEREST

All Declarations of Interest of the officer with delegation and the Member who has been consulted, and note of any dispensation granted should be recorded below:

<b>VERSION:</b>	1
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<b>CONTACT OFFICER:</b>	Simon Littler
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<b>DATE:</b>	
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<b>BACKGROUND DOCUMENTS:</b>	N/A
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Signed: 

<b>Director: Martin Eden</b>	<b>Date: 10 September 2021</b>
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