

## Notice of Non-key Executive Decision

<b>Subject Heading:</b>	Authority to commence tendering for the construction of the new CCTV Control Room
<b>Decision Maker:</b>	Helen Oakerbee – Director of Planning and Public Protection
<b>Cabinet Member:</b>	Cllr B Mugglestone – Cabinet Member for Environment
<b>SLT Lead:</b>	Neil Stubbings, Strategic Director of Place
<b>Report Author and contact details:</b>	Kathryn Skinner Architectural Officer <a href="mailto:Kathryn.skinner@havering.gov.uk">Kathryn.skinner@havering.gov.uk</a>  01708 433344
<b>Policy context:</b>	This report relates to the Cleaner, Safer priorities of the Council
<b>Financial summary:</b>	Cost for building work to create a new CCTV Control Room within the Central Library, Romford is estimated at approximately £0.203m and is met within the approved costs for Phase 1 of the CCTV upgrade scheme
<b>Relevant Overview &amp; Scrutiny Sub Committee:</b>	Overview & Scrutiny Crime & Disorder Sub Group
<b>Is this decision exempt from being called-in?</b>	<i>The decision will be exempt from call in as it is a Non key Decision</i>

**Non-key Executive Decision**

**The subject matter of this report deals with the following Council Objectives**

People - Things that matter for residents

**Place - A great place to live, work and enjoy - X**

Resources - A well run Council that delivers for People and Place.

## **Part A – Report seeking decision**

### **DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION**

1. For the reasons detailed in this report the Director of Planning and Public Protection is recommended to approve the commencement of a procurement exercise, for a works contract to undertake the establishment of a new CCTV Control Room in the Central Library, Romford at an estimated total project sum of £202,500.

### **AUTHORITY UNDER WHICH DECISION IS MADE**

#### **Part 3 of the Council's Constitution**

##### **3.3 Powers of Members of the Senior Leadership Team**

Members of the Senior Leadership Team (SLT) have delegated authority to act as follows within the assigned service service/portfolio of responsibilities, subject to the general provisions and limitations set out in section 3.1.

##### **General powers**

- (a) To take any steps necessary for proper management and administration of allocated portfolios.

##### **Contract powers**

- (a) To approve commencement of a tendering process for all contracts above a total contract value £500,000.

### **STATEMENT OF THE REASONS FOR THE DECISION**

This decision relates to the cabinet report from March 2023 “Upgrading and the future CCTV Provision in Havering”. The construction of CCTV Control Room is the first step to enable the continuation of the CCTV infrastructure upgrade works and will be the last service to exit Mercury House.

A Non-Key Executive Decision has already been published to begin the procurement process to source potential providers to supply the control room technical equipment, furniture, town centre cameras, transmission solutions and the purchase and maintenance of Phase 1 of the system.

This Non-Key Executive Decision relates specifically to the separate works contract to construct the CCTV Control Room.

## **Non-key Executive Decision**

### **OTHER OPTIONS CONSIDERED AND REJECTED**

Alternative options had been considered, including changing the location of the control room, however the Central Library has been agreed to be the most suited position due to location and availability.

Doing nothing was not considered, as the Cabinet have expressed their requirement to proceed with the project and several other projects require this to start to assist with the integration of other sites into the CCTV control room. Therefore the option of doing nothing was rejected.

### **PRE-DECISION CONSULTATION**

No formal consultation is required to make these arrangements although key stakeholders are kept apprised of the project.

### **NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER**

Name: Kathryn Skinner

Designation: Architectural Officer

Signature: K Skinner

Date: 06/10/2023

## Part B - Assessment of implications and risks

### LEGAL IMPLICATIONS AND RISKS

1. The Council has the general power of competence under Section 1 of the Localism Act 2011 to do anything an individual may generally do, subject to statutory limitations.
2. Additionally, the Council has the power to procure the contract under Section 111 of the Local Government Act 1972 which, permits the Council to do anything which is calculated to facilitate, or is conducive or incidental to the discharge of any of its functions.
3. The proposed contract value is below the threshold for Works contracts (currently £5,336,937) and accordingly does not fall within the full rigours of the Public Contracts Regulations (as amended) 2015.
4. However the procurement must still comply with the Council's Contract Procedure Rules (CPRs) which requires the Council to use Constructionline to invite at least 5 organisations to tender. The tender procedure conforms with the Council's Contract Procedure Rules.

For the reasons set above, the Council may commence the proposed procurement.

### FINANCIAL IMPLICATIONS AND RISKS

#### *Risks*

There may be a risk that tender costs will be significantly higher than estimated. At which point management action will be taken, following a review of available options, which will include options to reduce costs (as appropriate) or seek additional funding. A separate decision will be submitted prior to the award of tender which will reassess the financial implications of the project.

The estimated costs will be funded from within existing CCTV Enforcement capital allocations. The works are required to fully deliver a saving associated with the decant of Mercury House.

#### Capital implications

Project costs are currently estimated as follows:

Item	Estimated cost £m
Contract to Design and Build	£0.105
Technical fees including Planning fees	£0.023
Fitted Furniture, Finishes and Equipment	£0.030
Formation of new comms rooms and services	£0.015
Project contingency & risk allowance	£0.030
<b>Estimated total project costs</b>	<b>£0.203</b>

**HUMAN RESOURCES IMPLICATIONS AND RISKS  
(AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)**

The recommendations made in this report do not give rise to any identifiable HR risks or implications that would affect either the Council or its workforce.

**EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS**

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all of the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socio-economics and health determinants.

An EqHIA will be carried out.

**ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS**

*In general*

The project subject of this relates to improving building efficiency within the asset portfolio and upgrades an existing facility to be modern and efficient which is substantially more efficient and more environmentally friendly/ viable than the rest of the portfolio.

The following sections outline the environmental and climate change considerations that have been addressed as part of the building design and procurement of the construction contract which is subject to the present report. This has been divided into design considerations and contractor selection considerations.

*Design element*

The design was carried out by professional architects, who recognise, as the Royal Institute of British Architects has declared, that the climate emergency is the most pressing professional challenge of this generation, and that it should receive proportionate attention and care.

## **Non-key Executive Decision**

Designs have been carried out following the latest and most up to date tools and advices arising from the RIBA, the BRE, the Ministry of Housing, Communities and Local Government (now the Department for Levelling up) and other professional and advisory bodies.

The impact of carbon emissions has been considered as part of the design. Designers of this building are fully aware that the built environment is responsible for a large part of the carbon emissions in Great Britain. Current figures estimate that 47% of carbon emissions arise from the built portfolio. This includes space heating and electricity. Where artificial lighting is required, the design has privileged LED lighting which delivers an energy saving of around 75% and is designed to last up to 25 times longer than incandescent lighting. In light of the above, the targets of energy performance of the building fabric and of its services have been increased to 10% over the Building Regulations levels.

### *Procurement element*

As part of the tender exercise, tenderers will be asked to produce their environmental credentials, and will be evaluated on this basis, along with other technical queries. In particular, tenders will be evaluated in relation to their response to waste management, energy and carbon footprint questions.

Contractors will be asked to confirm what measures, above and beyond their contractual obligations, they propose to take in order to minimise the production of waste arising from operations, and how the remaining amount of waste will be recycled and disposed of.

Furthermore, contractors will be asked to confirm, describe what measures, above and beyond their contractual obligations, they propose to take in order to minimise the use of fossil fuel energy in your operations, and to generally decrease the carbon footprint of operations. Additionally, contractors will provide details describing their process to calculate their organisation's carbon footprint and what concrete steps they will have already taken in order to reduce this, or offset the emissions produced by their business.

All tender responses will be evaluated carefully and the successful tenderer will be asked to fully show their understating of all the issues, and to demonstrate proactive, above and beyond commitments and practical steps taken to improve their environmental policies and practices and to reduce site waste and operational carbon emissions.

Lastly, as part of the Council's commitment to go paper free, the tender exercise, which some years ago would have resulted in huge amounts of paper being produced, has been moved online and it is now a fully digitalised exercise.

## **BACKGROUND PAPERS**

None

## **APPENDICES**

There are none

**Non-key Executive Decision**

**Part C – Record of decision**

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

**Decision**

Proposal agreed

**Details of decision maker**

Signed 

Name: Helen Oakerbee, Director of Planning and Public Protection

Date: 22 November 2023

**Lodging this notice**

The signed decision notice must be delivered to Committee Services, in the Town Hall.

**For use by Committee Administration**

This notice was lodged with me on \_\_\_\_\_

Signed \_\_\_\_\_