

# Policy and Sustainability Committee Report

10.00 am, Thursday, 28 May 2020

## Waiver Extension to Security Services Contract

Executive/routine Wards Council Commitments	Executive All
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### 1. Recommendations

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- 1.1 It is recommended that the Committee notes the content of this report and the contract extension decision made under urgency powers, in accordance with the Scheme of Delegation by the Executive Director of Resources. This decision was made following consultation with and agreement from the Convener and Vice Convener of Finance and Resources.
- 1.2 Notes that the current coronavirus (COVID-19) outbreak may result in further delays should the Council be prevented from completing the current procurement exercise.

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# Policy and Sustainability Committee Report

## Extension to existing Security Services Contract

### 2. Executive Summary

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- 2.1 This report updates the Committee regarding the extension, under Waiver of the Contract Standing Orders, to the existing Security Services Contract until the completion of the procurement exercise for the re-tendering process.

### 3. Background

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- 3.1 The Council has a requirement for security services across the operational estate which has historically been awarded as three individual contracts managed across three directorates:
- 3.1.1 Property and Facilities Management, within the Resources Directorate is responsible for guarding which encompasses: corporate buildings; depots; local area offices; the bus station and libraries. The contract end date was 31 March 2020;
  - 3.1.2 Cultural Services, within the Place Directorate, has responsibility for event and performance security services at the Council's cultural venues which include: The Assembly Rooms; the Usher Hall; the Ross Bandstand and the Churchill Theatre. The contract end date is 30 June 2020; and,
  - 3.1.3 Safer and Stronger Communities, within the Communities and Families Directorate, is responsible for transport marshals who supervise three taxi ranks within the City on Friday and Saturday evenings and additional locations during festive periods. The contract end date was 6 April 2020.
  - 3.1.4 At present, there is no requirement for services to be provided to Cultural Services or Safer and Stronger Communities or plans to extend. Should these services be required, prior to the new contract being in place, a short extension will be facilitated.

- 3.2 The Council's current contracts were originally awarded by three mini competitions from the Scotland Excel (SXL) Security Services and Equipment framework 08-14.
- 3.3 It is the intention through the ongoing procurement exercise to consolidate all security services across the Council and to appoint a single provider who has the capability to meet the full requirement of the Council's security services, thereby achieving best value.

## 4. Main report

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- 4.1 Commercial and Procurement Services (CPS) has carried out consultation with all directorates to facilitate a consolidated approach to the market and make the Council an attractive customer to the security industry.
- 4.2 The requirement of this procurement exercise is to identify a service provider who has the capacity and capability to provide all security services to the Council. Initial research for this contract identified an additional four elements of security for inclusion in the scope of this contract:
- 4.2.1 Event security at Murrayfield Stadium for five rugby events per annum;
  - 4.2.2 Security patrols at Peffermill Industrial Estate on a twice nightly basis;
  - 4.2.3 Open Streets programme; and,
  - 4.2.4 Marine Security at Hawes Pier, South Queensferry to fulfil security provision in accordance with the Department of Transport and the International Ship and Port Facility Security Code and provide a safe and secure environment for cruise line passengers to embark and disembark.
- 4.3 On 31 January 2020, CPS published an Invitation to Quick Quote on Public Contracts Scotland (PCS), to the four service providers named on lot three of the SXL Security Services and Cash Collection framework 0719, with a tender submission deadline of 3 March 2020. Tender responses were received from all four providers and the consensus evaluation date was arranged for 16 March 2020.
- 4.4 Unfortunately, the consensus stage of the procurement process has been delayed as a result of the COVID-19 pandemic which has resulted in unprecedented disruption and delay to many aspects of the Council's services.
- 4.5 It is vital to extend the existing FM contract for staffed guarding to continue these Council critical services while the re-procurement process is undertaken and can be completed. Consequently, in April 2020 the urgent decision to extend this contract under using a waiver under delegated authority was exercised by the Executive Director of Resources following formal consultation with and agreement from the Convener and Vice Convener of Finance and Resources
- 4.6 The full 6-month extension period will likely not be required, but this all depends upon when the Council is able to complete the current tender evaluation process
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## **5. Next Steps**

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- 5.1 The services will continue to be provided by the existing service provider until the new contract is in place.
- 5.2 A further report outlining the outcome of the tender process will be reported to Finance and Resources Committee, or equivalent should the Council still be in the extended recess period, upon completion of the tender exercise.

## **6. Financial impact**

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- 6.1 All costs will be contained within the existing budget.

## **7. Stakeholder/Community Impact**

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- 7.1 The current contract mandates that the service provider will continue to provide community benefits as agreed under the original Contract terms and conditions.

## **8. Background reading/external references**

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- 8.1 N/A

## **9. Appendices**

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- 9.1 None