

Security Contract

Cabinet	26 September 2024
By	Tony Marmo, Head of Coastal and Public Realm
Cabinet Portfolio Member	Cllr Rick Everitt, Leader of the Council
Key Decision	Yes
Decision classification	Unrestricted
Call in status	Yes
Ward:	Central Harbour

Purpose of the Report

The purpose of this report is to ensure officers have permission to undertake the procurement and award of a contract for security at the Port of Ramsgate, the Ramsgate Royal Harbour and other key security requirements at TDC. The estimated value of all lots within the contract will be £436k per year over a 5 year contract (3 years with potential for 2 year extension), making a total estimated contract value of £2.180m.

Recommendation(s):

It is recommended that Cabinet:

1. Approve the key decision to award a contract with a value in excess of £250k and thought to be approximately £2.18million over a five years period, to supply security at the Port of Ramsgate, Ramsgate Royal Harbour and other key security requirements at TDC, following a procurement exercise.
2. Agree that the Director of Environment, having sought advice from legal services, agree the final terms of any contract award and sign the contract with the successful bidder.

1. Summary of Reasons

- 1.1 The Port of Ramsgate and the Ramsgate Royal Harbour have a requirement for 24 hours a day, 7 days a week, SIA licensed security. The security officers are required to monitor CCTV, conduct patrols of the port and marinas, control access to the port restricted area and conduct other security related duties on a daily basis.
- 1.2 Included in the contract is Thanet District Council's (TDC) requirements for the provision of SIA licenced Security Officers for the following services:
 - Reception and security at the Cecil Street Council Offices
 - Opening/closing Royal Harbour and Mill Lane multi storey car park
 - Key holder for out of hours cover for car parks

- Seasonal and ad Hoc security provisions
- Winter Gardens vacant property security

2. Background

- 2.1 TDC had a security contract in place for a number of years covering a range of sites and requirements. Due to the wide range of security requirements at TDC the contract was split into lots. This enabled separate companies to bid for an individual or all lots.
- 2.2 The existing contract expired in June 2023, the Council having utilised any extensions in time allowed in the contract. The original supplier has agreed to maintain existing security cover as per the original terms and conditions of the contract until the retendering of the contract has been completed. There has been a delay in retendering due to lack of officer resources in both procurement and the coastal and public realm service to complete this procurement project.
- 2.3 Officers are proposing to re tender all lots in the contract. The lots consist of:
- Lot 1 - Port and Harbour
 - Lot 2 - Reception and security at Cecil Street
 - Lot 3 - Opening/closing Royal Harbour multi storey car park
 - Lot 4 - Opening/closing Mill Lane multi storey car park
 - Lot 5 - Key holder for out of hours cover for car parks
 - Lot 6 - Seasonal and ad Hoc security provisions
 - Lot 7 - Winter Gardens vacant property security

3. Relevant Issues

- 3.1 Due to operational reasons the port of Ramsgate and the Ramsgate Royal Harbour require SIA licensed security twenty four hours a day, seven days a week. The security officers are required to monitor CCTV, conduct patrols of the port and marinas, control access to the port restricted area and conduct other security related duties on a daily basis. In addition, Ramsgate Royal Harbour suffers large amounts of anti-social behaviour in the summer months. For this reason TDC contracts for 2 security guards, eight hours a day, seven days a week, throughout the summer season to help educate and manage groups of people being a nuisance.
- 3.2 TDC requires an SIA licensed security guard at the Council offices in Cecil Street. This is to assist with management of the public during the day and for evening meetings as and when required.
- 3.3 The multi storey car parks in Ramsgate (except for the ground floor) and Margate are closed after 7pm each day as they can become a hub of anti-social activity in the evenings and overnight. In the event a car is locked in or there are any other issues

during the times the multi storey car parks are closed, a designated security officer as key holder is required who can be contactable to assist.

4. Overview and Scrutiny Recommendations

4.1 The Overview and Scrutiny Panel noted the report and made no formal recommendations.

5. Alternative Options

5.1 Option 1

The Council could consider bringing security arrangements in house. However, this poses a larger risk to the Council due to the specialist nature of the work and required standards being directly managed by the Council. It is unlikely that the Council could deliver this service at the same cost as more specialist operators.

5.2 Option 2

The Council could consider reducing the level of security. However, the level of security at the Port and Harbour is already at the lowest level appropriate to the security threat presented. If the Council were to reduce the level of security this would leave times when the Port and Harbour is not being covered by a guard increasing the risk of theft and anti-social behaviour.

5.3 Preferred Option

The recommended option is the preferred option. This will ensure that the Council has adequate security in place for the purposes set out in this report.

6. Consultation

6.1 There is no statutory or public law duty to consult in relation to this decision.

7. Corporate Implications

7.1 Finance and Resources

7.1.1 This procurement covers multiple different areas of the Authorities security requirement, with the total anticipated cost remaining within agreed budgets available for security.

7.1.2 As a result of the above, there are no new financial implications arising from this decision, but any variation in actual vs anticipated cost would need to be met from within already agreed resources.

7.2 Legal and Constitutional

7.2.1 The decision sought in this report seeks Cabinet's authority for the award of a contract with a value, estimated to be approximately £2.18 million over 5 years, for

security at Ramsgate Port, Ramsgate Royal Harbour as well as other security requirements. It is proposed that the contract be awarded following a procurement exercise in accordance with the provisions of the Public Contract Regulations and the Council's contract standing orders. The procurement will support the Council to satisfy its best value duty.

7.2.2 Legal and procurement advice should be sought in relation to both this procurement and the contract award. Depending on when the procurement is commenced, it is possible that it will be caught by the provisions of the new Procurement Act.

7.2.3 In accordance with the provisions of Part 3 of the Council's constitution, as with all key decisions, this is a decision that must be taken by Cabinet.

7.3 Council Policies and Priorities

7.3.1 This report relates to the following corporate priorities:

- To create a thriving place
- To work efficiently for you

7.4 Risk

7.4.1 Risk on not going to tender would see over spend against the councils contract terms and conditions. Also the existing supplier has no contractual obligations to fulfil and could stop the contract at any time without notice

7.4.2 Risk that the security service does not maintain the level of security or requirements of the port and harbour. This risk is lower than the risk of not having any security guards.

7.4.3. TUPE clause in the contract poses a risk as staff will be transferred onto new contract, this could delay the commencement of the new contract

7.4.4 There is a risk that the tender returns are cost prohibitive against the Councils current approved budgets for security.

7.5 Climate Change and Biodiversity

7.5.1 Environmental and climate change implications have been reviewed and mitigated as far as practicably possible.

8. Equality, Equity and Diversity Implications

8.1 The Council will be undertaking an open procurement exercise to ensure equality of opportunity is provided to companies to provide a cost effective option for security. An Equality Screening tool has been completed and can be found as Appendix 1.

9. Crime and Disorder Implications and Community impact

9.1 Crime and disorder implications have been reviewed and no implications have been identified.

10. Subject History

10.1 Information regarding the history of this issue including decisions on funding has been set out in the body of the report.

Annexes

Appendix 1 - Equality Impact Assessment

Background Papers

None

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Report Sign Off:

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