

**Report for:** Cabinet Member Signing - Cabinet Member for Finance and Corporate Services

**Item number:**

**Title:** Security contract

**Report authorised**

**by:** Taryn Eves – Director of Finance and Resources

**Lead Officers:** Andrew Meek, Head of Resilience, Facilities and Safety / Darren Butterfield, Head of Operational Facilities Management

**Ward(s) affected:** All

**Report for Key/**

**Non-Key Decision:** Key

**1. Describe the issue under consideration**

- 1.1 This report proposes to utilise the 12-month extension on the United Guardian Services contract to 30 April 2027 and agree an increase in the contract value to cover this period.

**2. Cabinet Member Introduction**

Not applicable

**3. Recommendations**

- 3.1 It is recommended that the cabinet member for Finance and Corporate Services approves implementation of CSO 18.02.1 (contract extensions permitted under the Regulations) in accordance with CSO 2.01 d) (Cabinet to approve extensions of £500k and above), to enable the 12-month optional extension on the United Guarding Services Ltd to 30 April 2027 and an increase in value up to a further £3.5m, bringing the total contract value to a maximum of £14m.

**4. Reasons for the decision**

- 4.1 The Council has large number of buildings, both operational premises and domestic dwellings that comprise the council's housing stock. These sites need to be protected in different ways, based on a security risk assessment, and in many instances some kind of manned guarding is required.
- 4.2 Although the Council's policy is to run an in-house security service where practical and prudent, there are a range of circumstances where an external provider is necessary.
- 4.3 These circumstances include:
- (a) Ad hoc provision for unforeseen or urgent circumstances

(b) Covering unexpected absences from the in-house team that cannot be covered internally.

(c) Out of hours provision, including night patrols

(d) Short-term provision, for example where a site becomes vacant and needs to be secured.

- 4.4 While it is not anticipated that the full contract value will be expended, the ceiling has been set to allow for flexibility over the contract term.
- 4.5 Extending the current Security contract will allow time for the Council to consider consolidating security and guarding services across the Council and explore collaborative opportunities with some neighbouring boroughs to identify further efficiencies, prior to tendering a new security services contract.
- 4.6 The proposed extension is consistent Regulations 72.1a) within the Public Contract Regulations 2015, as the extension was provided for in the original procurement documentation

## **5. Alternative options considered**

- 5.1 Do Nothing. This is not recommended, as this would lead to a lapse of security provision, which could not be covered by the in-house service. Without this provision, the council would be exposed to excessive security risks leading to an elevated level of break-ins, squatting, criminal damage and other threats.
- 5.2 A fully in-house service was considered during the process of forming the in-house service in 2021. This was assessed as unaffordable, for a number of reasons that remain unchanged. These are principally the additional costs of providing a 24/7 service due to the cost of paying for out of hours cover, a security control service, and the additional flexibility needed where economies of scales that can be achieved by an external provider cannot be matched by the council.
- 5.4 Re-tender for a new Security contract. There is not sufficient time to be able to procure a new contract and by extending the current contract will allow time for the Council to consider consolidating security and guarding services across the Council and explore collaborative opportunities with some neighbouring boroughs to identify further efficiencies, prior to tendering a new security services contract.

## **6. Background information**

- 6.1.1 On 31st March 2021 Homes for Haringey (HfH) Board delegated the award of a security contract to their Managing Director. On 13 April 2021, following a competition via Haringey's Dynamic Purchasing System (DPS), HfH's Managing Director awarded a security contract to United Guarding Services Limited (UGS) for an initial period of 5 years from May 2021, plus an option to extend for a further 12 months up to a maximum value of £8m.
- 6.1.2 In 2022 HfH was brought in house, and the relevant contracts were novated to the Council, including the UGS contract for security services.

- 6.1.3 On 16 September 2024 the Cabinet Member for Finance and Resources approved an extension to the value of the contract by £3.5m, bringing the total value of the contract (excluding 12-month extension) to £10.5m.
- 6.1.4 The Council now intends to utilise the 12-month extension on the UGS contract up to a maximum term of 30 April 2027 and an increase in value up to a further £3.5m, bringing the total contract value to a maximum of £14m. This is to allow time for the Council to consider consolidating security and guarding services across the Council and explore collaborative opportunities with some neighbouring boroughs to identify further efficiencies, prior to tendering a new security services contract.
- 6.1.5 The proposed extension is consistent with Regulation 72.1 within the Public Contract Regulations 2015, as the extension was provided for in the original procurement documentation.

## **6.2 Scope and purpose**

- 6.2.1 The security contract is managed by the facilities management service within Capital Projects and Property. The Facilities Management Policy was approved by Cabinet in February 2025, and states that “we will ensure that we provide a safe and welcoming environment for all users of Council buildings, whether they are residents, staff, Members, or other buildings users”.
- 6.2.2 The scope of this security contract encompasses the provision of comprehensive security services across designated corporate estate locations.
- 6.2.3 This includes providing Security officers for manned guarding, mobile patrols, CCTV monitoring, alarm response, key holding and provision of technology for remote security monitoring. The contractor will be responsible for maintaining a visible security presence, safeguarding assets, ensuring the safety of staff and visitors, and responding effectively to emergencies.
- 6.2.4 Services must be delivered in accordance with relevant legislation and industry standards, with flexibility to adapt to changes in estate configuration.
- 6.2.5 Performance will be monitored through regular reviews and key performance indicators to ensure service quality and responsiveness remain aligned with organisational needs.

## **6.3 Contract term and spend**

- 6.3.1 The proposed contract extension of 12 months till 30<sup>th</sup> April 2027 will take the contract value to a maximum of £14m.
- 6.3.2 This term and valuation have been strategically aligned with the forthcoming changes across the corporate estate, notably the opening of the new Civic Centre, but also the potential for wider rationalisation of the council’s assets.
- 6.3.3 These developments are expected to significantly influence the council’s security operational requirements. As such, a comprehensive review of service needs and preferred operating model is planned in the next 12 months to ensure continued alignment with organisational priorities and estate transformation.

## 6.4 Service delivery model

6.4.1 The following service delivery models have been considered:

**A. In-House Provision** – To bring the current contracted security provided services in house.

6.4.2 The cost increase for this option, based on security provision for finance year 2024/25, would be approximately £490,000 and this does not include range of essential operational and overhead costs that would be incurred if the service were delivered internally. These include:

- Management staffing cost
- 24/7 control room operations- set up and running cost
- Vehicle provision and fleet management cost
- Holiday and sickness cover
- Staff training and development
- Uniforms and PPE
- SIA accreditation and compliance training
- Insurance coverage
- Unsocial hours pay enhancements

6.4.3 When these additional costs are factored in, the savings from contracting out the additional required security provision to support the in- house security team are expected to be significantly higher than the figure above. Therefore, the in-house option for the services provided through this contract has been discounted.

## **B. Outsourcing all services to the Private Sector**

6.4.4 This option was previously discounted as the council wished to retain control over its core security operations, and there would need to be further work to appraise this option both from a policy and a financial perspective. A cost model analysis would need to be conducted on delivering the whole of the Councils Security services via an outsourced provider and the current identified outsourced security element is what will be provided under the new contract.

**C. Hybrid Provision** – a mixture of in-house and outsourced services is the operating model that is currently in place.

6.4.5 The hybrid approach allows the council to retain control over core operations while ensuring flexibility and scalability through external security provision at a cost-efficient solution. This contract extension retains this existing delivery model.

6.4.6 The cost comparison between these options is summarised in the table below.

Option	Estimated Cost (£000's)	Comments
<b>A – Fully In-House Provision</b>	2,603	<b>Estimate is for frontline provision and excludes:</b> 1- Any required management staff 2- Control room 24/7 provision 3- Any required vehicles and fleet management 4- Staff Holiday cover 5- Staff sickness cover 6- Staff training 7- Uniforms / PPE 8- SIA Accreditation / training 9- Required Insurances 10- Any Salary hourly rate enhancements for unsocial hours working
<b>B – Fully Externalised</b>	N/A	Not assessed as previously discounted
<b>C – Hybrid Model</b>	2,114	<b>Based on actual spend in FY24/25</b>

## 6.5 Proposed procurement route

- 6.5.1 The contract will be extended under implementation of CSO 18.02.1 for the 12-month extension on the United Guarding services Ltd. as permitted within the original contract notice.
- 6.5.2 The proposed extension is consistent Regulations 72.1a) within the Public Contract Regulations 2015, as the extension was provided for in the original procurement documentation.

## 6.6 Timeline

- 6.6.1 The contract extension date will be from 30th April 2026 for 12 months until the 30th April 2027.

## 7. Contribution to the Corporate Delivery Plan 2022-2024 High level Strategic outcomes

- 7.1 The security contract extension will support the Corporate Delivery Plan outcome “a supported and enabled workforce” under the “Resident Experience and Enabling Success” by providing the security services needed to keep our public buildings and employees safe.

## **8. Carbon and Climate Change**

- 8.1 The contract environmental considerations that are embedded within the current security contract will continue to remain in force as part of the extension period.

## **9. Statutory Officers comments (Director of Finance (procurement), Head of Legal and Governance, Equalities)**

### **9.1. Finance**

- 9.1.1. The proposed extension of UGS security contract for a further 12 months represents a necessary interim arrangement to avoid service disruption pending the award of the new security contract.
- 9.1.2. Actual spend on the current contract has been consistently below £2m per year, and the previously approved business case for a new contract for £6.6m over 3 years, reflects this level of operational need. The £3.5m requested for this extension therefore exceeds expected annual expenditure and represents a maximum contingency allowance, not a forecast or spending target. The service has stated that this uplift is required to ensure operational flexibility during the transitional year while the Council undertakes a full re-procurement exercise and explores potential collaborative procurement opportunities.
- 9.1.3. Funding for security provision continues to be met through existing budgets, with costs recharged across services. The proposed extension is affordable within the existing financial framework, provided that in year spend controls and monitoring arrangements are maintained to ensure that actual expenditure remains proportionate and within operational requirements.

### **9.2. Procurement**

- 9.2.1. The Chief Procurement Officer has been consulted on the preparation of this report and the proposed extension to the United Guarding Services Ltd (UGS), which is permitted as per Regulation 72.1 a) of the Public Contract Regulations 2015.
- 9.2.2. Strategic Procurement confirm they are currently working with the service to explore opportunities for collaboration and a consolidation of similar security related services to potentially identify additional efficiencies and savings.
- 9.2.3. The hourly rate currently being paid under the UGS contract is lower than being paid by neighbouring boroughs and is considered good value for money in the current market.
- 9.2.4. Strategic Procurement confirm there are no procurement related reasons preventing the Cabinet Member for Finance and Corporate Resources approving the recommendation stated in paragraph 3 above.

### **9.3. Head of Legal & Governance [Derron Jarell, Senior Lawyer]**

- 9.3.1. The Director for Legal and Governance (Monitoring Officer) has been consulted in the preparation of this report. The process described in the report is in line with the Council's Contract Standing Orders (**CSOs**) and Public Contracts Regulations 2015.
- 9.3.2. The Cabinet Member for Finance and Corporate Services is asked to approve the implementation of Council's CSO 18.02.1 and 18.02.2 (permitted contract extensions and variations) in accordance with CSO 2.01 d) (Cabinet to approve extensions of £500k and above), to enable the 12-month optional extension on the United Guarding Services Ltd to **30<sup>th</sup> April 2027** and an increase in value up to a further **£3.5m**, bringing the total contract value to a maximum of **£14m** Pursuant to regulation 72 of the Public Contracts Regulations 2015, which allows for the extension and modification of the contracts.
- 9.3.3. Clause 50 of the original contract allows for variation of the security contract to United Guarding Services Limited during the term by agreement in writing between the parties.
- 9.3.4. The Director for Legal and Governance (Monitoring Officer) confirms that there are no legal reasons preventing the Cabinet Member for Finance and Corporate Services from approving the recommendations in the report.

#### **9.4. Equality**

- 9.4.1. The council has a Public Sector Equality Duty under the Equality Act (2010) to have due regard to the need to:
- Eliminate discrimination, harassment and victimisation and any other conduct prohibited under the Act.
  - Advance equality of opportunity between people who share protected characteristics and people who do not.
  - Foster good relations between people who share those characteristics and people who do not.
- 9.4.2. The three parts of the duty apply to the following protected characteristics: age, disability, gender reassignment, pregnancy/maternity, race, religion/faith, sex and sexual orientation. Marriage and civil partnership status applies to the first part of the duty.
- 9.4.3. Although it is not enforced in legislation as a protected characteristic, Haringey Council treats social economic status as a local protected characteristic.
- 9.4.4. The council understands that the security contractor staff are often people with protected characteristics as defined by the Equalities Act, particularly due to race, but often other characteristics. The council is proud to have a diverse workforce, both in its in-house team but also the contractors that support it.
- 9.4.5. The council is also mindful that the security officers also often have crisis interactions with members of the public, who may themselves have protected characteristics. Particular attention will be paid through the procurement process to evaluate the suitability of potential providers to manage this service in a diverse borough such as Haringey.

## **10. Use of Appendices**

None

**11. Background papers**

**N/A**