

## Extension of Contract DN550208, City Centre Environmental Enforcement Contract

Date: 11<sup>th</sup> September 2023

Report of: Service Manager, Cleaner Neighbourhoods Team/City Centre

Report to: Chief Officer, Environmental Services

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

### Brief summary

- This contract commenced on 1<sup>st</sup> December 2021 for 2 years with 3 x 12 months of extension periods available.
- The service provider under the contract are willing to continue and are considered to still be the Council's best available option.
- The service provider under the contract have embedded themselves into the wider City Centre/LCC priorities and are also carrying out a funded role until March 2024 on behalf of City Centre Management/LCC helping to deal with wider on street environmental nuisance such as buskers, peddlers and bogus charity collectors.
- The Chief Officer for Environmental Services is recommended to approve the extension of this contract by 12 months from 1<sup>st</sup> December 2023 to 30<sup>th</sup> November 2024.

### Recommendations

- a) The Chief Officer for Environmental Services is recommended to approve utilising a 12 month extension option from 1<sup>st</sup> December 2023 to 30<sup>th</sup> November 2024 in order to extend the contract to 3GS UK Limited for the provision of the City Centre Environmental Enforcement Contract DN550208. The contract has an estimated annual value of £200,000 for the contractor who will pay a proportion of each ticket value to the Council. Based on previous years figures this averages out at between £30,000 and £40,000 income per annum.

## What is this report about?

- 1 In December 2021 a contract for the provision of Environmental Enforcement Services (mainly for the issuing of Fixed Penalty Notices for the offence of littering) within the City Centre and South Bank areas was awarded to 3GS UK Limited. The contract was for 2 years with 3 x 12 month extension options available. The initial 2 year period comes to an end on 30<sup>th</sup> November 2023.
- 2 Since the contract commenced on 1<sup>st</sup> December 2021 3GS UK Limited, under the current contract specification have also worked with other internal partners within LCC namely City Centre Management Team and the Street Support Team to help the Council deal with other on street environmental and nuisance issues such as busking, peddlers, bogus charity collectors, noise issues with preachers etc. The current paid arrangement with City Centre Management runs to 1<sup>st</sup> March 2024 but may be extended after this period should further funding be identified.
- 3 The officers who work for 3GS UK Limited on the ground delivering this contract on behalf of LCC also provide public reassurance by providing a uniformed presence on the streets of the City Centre which also helps with other issues such as deterring on street crime and ASB and the officers also provide a useful reporting mechanism in relation to rough sleeper engagement ,reporting of begging and a wide range of issues affecting the more vulnerable members of society such as coercive control and human trafficking.
- 4 The contract is zero cost to LCC and provides an annual income
- 5 3GS UK Limited currently produce the prosecution packs on behalf of Legal Services LCC for any prosecutions relating to Littering offences within the City Centre
- 6 3GS UK Limited are happy to extend on the current basis
- 7 The Chief Officer of Environmental Services is recommended to approve the extension of the contract to 3GS UK Limited under the provisions of contract DN550208 and in accordance with Contract Procurement Rules (CPR) 21.2 and 21.3
- 8 Keeping the City Centre safe, clean and welcoming is a key priority for the Council in the Best Council plan 20-25 and this contract has a strategic role to play in delivering those objectives.

## What impact will this proposal have?

- 9 The overall impact of this proposal is to provide continuity of service for City Centre management functions. Although stakeholders will not feel a change through the implementation of the proposal if it weren't adopted impacts would be potentially detrimental to both residents and visitors to the City Centre. A patrolling/uniformed presence has a positive impact on perceptions of safety.

## How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing

Inclusive Growth

Zero Carbon

### What consultation and engagement has taken place?

Wards affected: Little London & Woodhouse and Hunslet & Riverside

Have ward members been consulted?       Yes                       No

- 11 This contract extension is to continue to provide an established service so it is not considered that the content of this report or the recommendation made will have a significant impact on the community and as such no consultations have taken place at this stage. Key partners and stakeholders have been previously consulted as part of the wider procurement strategy to commence the procurement.

### What are the resource implications?

- 12 The services covered by the initial tender have been reflected in the budget for the duration of the contract extension
- 13 The contract management of the extension period will be undertaken by the City Centre Cleansing & Enforcement team. The requirements of this have been identified in the appropriate procurement strategy.

### What are the key risks and how are they being managed?

- 14 If the recommendation to extend the contract as described within this report is not approved then the Council will risk being in a position where no formal contractual arrangements are in place for enforcement action in relation to littering offences and the wider environmental issues such as peddlers, buskers etc. within the City Centre. Without this in place the focal point for the Leeds City region has the potential to deteriorate which will adversely affect residents, visitors and potential economic growth. In turn this would impact the Council through pressures on other services and significant reputational damage.
- 15 Throughout the procurement a risk register was developed and those risks have been adequately managed. The risk register will continue to be maintained for the duration of the extension. Any high risks or escalating risks will be brought to the attention of the Chief Officer for Environmental Services.
- 16 The extension of the current arrangements will protect the Council against adverse performance issues, health and safety concerns as well as protecting an income stream.

### What are the legal implications?

- 17 Officers from Procurement & Commercial Services have been consulted throughout this process and will continue to be consulted to ensure all legislative requirements surrounding Public Procurement Regulations have been adhered to.
- 18 As a Significant Operational Decision this Delegated Decision Report is not subject to Call-in but will be published on the register of decisions. There are no grounds for keeping the contents of this report confidential under the Access to Information Rules.

### Options, timescales and measuring success

#### What other options were considered?

- 19 The alternative to an extension is to either undertake a new procurement or to run a period without formal contractual arrangements in place. A robust procurement process is time consuming to undertake and there have been no issues raised in relation to the performance of the current provider. Extending the contract is likely to offer better value for money.
- 20 The option to run for a period without a contract in place carries a high reputational risk for the Leeds City Centre region and could directly impact on visitors to the City and investment in the area from a business and retail perspective.

**How will success be measured?**

- 21 Success will be measured as part of the contract management arrangements. Performance is monitored, reviewed and discussed on a monthly basis through the Client/Contractor meetings and monthly report that is produced.

**What is the timetable and who will be responsible for implementation?**

- 22 The start date for the extension will be 1<sup>st</sup> December 2023

**Appendices**

- None

**Background papers**

- None