

**DMPC Decision – PCD 752****Title: Fleet Support Contracts****Executive Summary:**

This paper seeks approval to award contract extensions to the Metropolitan Police Service (MPS) Fleet Services vehicle repair and maintenance, and vehicle conversion contracts, to allow for design, procurement, and transition to new arrangements. Approval is also sought to initiate procurement action for new vehicle hire and lease and bicycles contracts. The four contracts have an overall cost to the MPS amounting to £110.8m.

**Recommendation:**

The Deputy Mayor for Policing and Crime is recommended to:

1. Approve the award of an extension to the contract with Babcock Critical Services for the provision of vehicle repair and maintenance for a duration of two years to 31 October 2022 with an option to extend by a further one year to 31 October 2023 and estimated contract value of £84.1m.
2. Approve the award of an extension to the contract with Babcock Vehicle Engineering for the provision of vehicle conversion services for a duration of seventeen months to 31 March 2022 and estimated contract value of £15.7m.
3. Approve the procurement strategy and initiation of procurement action for vehicle hire and lease services for a duration of four years with an option to extend by a further one year and estimated contract value of £8.3m, and delegate authority to award contracts to the Director of Commercial Services.
4. Approve the procurement strategy and initiation of procurement action for the supply, maintenance, and management of bicycles and accessories for a duration of four years with an option to extend by a further one year and estimated contract value of £2.7m, and delegate authority to award contracts to the Director of Commercial Services.

**Deputy Mayor for Policing and Crime**

I confirm I have considered whether or not I have any personal or prejudicial interest in this matter and take the proposed decision in compliance with the Code of Conduct. Any such interests are recorded below.

The above request has my approval.

**Signature****Date**

6/5/20



## **PART I - NON-CONFIDENTIAL FACTS AND ADVICE TO THE DMPC**

### **1. Introduction and background**

- 1.1. In support of the Metropolitan Police Service (MPS) mission to keep London safe for everyone, Fleet Services maintains a fleet of 5,000 vehicles, 2,000 bicycles, and 25 marine vessels. The fleet is a workplace for Police Officers and staff, carries sophisticated police equipment, and provides a safe environment for the transport of the public and prisoners.
- 1.2. Vehicles are converted to make them fit for police use and then kept on the road through repair and maintenance, making both these contracts critical to the MPS's operational delivery. The vehicle fleet is supplemented with bicycles – used predominantly in neighbourhood policing – and hire and lease vehicles as required.

### **2. Issues for consideration**

- 2.1. The Fleet Transformation Project will deliver a new fleet target operating model, the design of which will be completed in 2020. A procurement for vehicle conversion and decommissioning is getting underway.
- 2.2. Approval is sought to award contract extensions to the vehicle repair and maintenance and vehicle conversion contracts with Babcock, to allow for design, procurement, and transition to new arrangements. Planning is underway to implement these within the time period of the extensions. Approval is sought to initiate procurement action for new vehicle hire and lease and bicycles contracts. Commercial Services recommend the proposed procurement approach.
- 2.3. While meeting operational requirements, the MPS's fleet is being operated in an ever-more environmentally conscious way to enable the MPS to play its part in making London a zero-carbon city by 2050. Contracts will be let in the most environmentally-considerate way possible to reduce emissions and damage to the environment. Hire and lease vehicles will meet national and Mayoral environmental targets.

### **3. Financial Comments**

- 3.1. The two contract extensions amounting to £99.8m and the two new contracts amounting to £11m have an overall value of £110.8m. This cost will result in capital and revenue expenditure and is factored into the MPS approved budgets and are compliant with relevant public procurement regulations.

### **4. Legal Comments**

- 4.1. The Mayor's Officer for Policing Crime is a contracting authority as defined in the Public Contracts Regulations 2015 ("the Regulations"). All awards of public contracts for goods and/or services valued at £181,302 or above will be procured in accordance with the Regulations.

- 4.2. Paragraph 4.13 of the *MOPAC Scheme of Consent and Delegation* provides that the Deputy Mayor for Policing and Crime has delegated authority to approve the procurement strategy and requests to go out to tender for contracts of £500,000 or above as well as contract extensions greater than 10% of original contract value, as is the case with these contract extensions and contracts.

## **5. GDPR and Data Privacy**

- 5.1. The MPS is subject to the requirements and conditions placed on it as a 'State' body to comply with the European Convention of Human Rights and the Data Protection Act (DPA) 2018. Both legislative requirements place an obligation on the MPS to process personal data fairly and lawfully in order to safeguard the rights and freedoms of individuals.
- 5.2. Under Article 35 of the General Data Protection Regulation (GDPR) and Section 57 of the DPA 2018, Data Protection Impact Assessments (DPIA) become mandatory for organisations with technologies and processes that are likely to result in a high risk to the rights of the data subjects.
- 5.3. The Information Assurance and Information Rights units within MPS will be consulted at all stages to ensure the programme meets its compliance requirements.
- 5.4. A DPIA has been undertaken with support from the Information Assurance Unit. The project will ensure a privacy by design approach, which will allow the Met to find and fix problems at the early stages, ensuring compliance with GDPR. DPIAs support the accountability principle, as they will ensure the Met complies with the requirements of GDPR and it demonstrates that appropriate measures have been taken to ensure compliance.

## **6. Equality Comments**

- 6.1. An Equality Impact Assessment has been undertaken with support from the Strategic Diversity and Inclusion Team.

## **7. Background/supporting papers**

- 7.1. The MPS report.
- 7.2. The Part 2 document is not suitable for MOPAC publication. Disclosure under the Freedom of Information Act 2000 is exempt by section 43(2). Confidentiality should be reviewed after 2035.

**Public access to information**

Information in this form (Part 1) is subject to the Freedom of Information Act 2000 (FOIA) and will be made available on the MOPAC website following approval.

If immediate publication risks compromising the implementation of the decision it can be deferred until a specific date. Deferral periods should be kept to the shortest length strictly necessary.

**Part 1 Deferral:**

Is the publication of Part 1 of this approval to be deferred? NO

If yes, for what reason:

Until what date: N/A

**Part 2 Confidentiality:** Only the facts or advice considered as likely to be exempt from disclosure under the FOIA should be in the separate Part 2 form, together with the legal rationale for non-publication.

Is there a **Part 2** form – YES

**ORIGINATING OFFICER DECLARATION**

*Tick to confirm statement (✓)*

**Financial Advice**

The Strategic Finance and Resource Management Team has been consulted on this proposal.

✓

**Legal Advice**

The MPS legal team has been consulted on the proposal. OR Legal advice is not required.

✓

**Equalities Advice:**

Equality and diversity issues are covered in the body of the report.

✓

**Commercial Issues**

The Contract Management Team has been consulted on the commercial issues within this report.

✓

**GDPR/Data Privacy**

GDPR compliance issues are covered in the body of the report

✓

**Director/Head of Service**

The CFO has reviewed the request and is satisfied it is correct and consistent with the MOPAC's plans and priorities.

✓

**Chief Executive Officer**

I have been consulted about the proposal and confirm that financial, legal and equalities advice has been taken into account in the preparation of this report. I am satisfied that this is an appropriate request to be submitted to the Deputy Mayor for Policing and Crime.

**Signature**

**Date** 17/4/20



**Fleet Support Contracts Business Justification Paper**

**Portfolio and Investment Board on 10 March 2020  
Investment Advisory and Monitoring Meeting on 2 April 2020**

**Report by Assistant Commissioner Nick Ephgrave,  
Met Operations on behalf of the Deputy Commissioner**

**Part 1 – This section of the report will be published by MOPAC***EXECUTIVE SUMMARY*

The Fleet Transformation Project will deliver a new fleet target operating model. Approval is sought to extend the vehicle repair and maintenance and vehicle conversion contracts – to allow for transition to the new model – and to initiate procurement action for new vehicle hire and lease and bicycles contracts with delegated authority to the Director of Commercial Services to award contracts.

**Recommendations**

Portfolio and Investment Board and the Deputy Mayor for Policing and Crime are asked to:

- 1. Approve the award of an extension to the contract with Babcock Critical Services for the provision of vehicle repair and maintenance for a duration of two years to 31 October 2022 with an option to extend by a further one year to 31 October 2023 and estimated contract value of £84.1m.**
- 2. Approve the award of an extension to the contract with Babcock Vehicle Engineering for the provision of vehicle conversion services for a duration of seventeen months to 31 March 2022 and estimated contract value of £15.7m.**
- 3. Approve the procurement strategy and initiation of procurement action for vehicle hire and lease services for a duration of four years with an option to extend by a further one year and estimated contract value of £8.3m, and delegate authority to award contracts to the Director of Commercial Services.**
- 4. Approve the procurement strategy and initiation of procurement action for the supply, maintenance, and management of bicycles and accessories for a duration of four years with an option to extend by a further one year and estimated contract value of £2.7m, and delegate authority to award contracts to the Director of Commercial Services.**

### **Time sensitivity**

A decision is required from the Deputy Mayor for Policing and Crime by 16 April 2020 to allow procurement action for the new vehicle hire and lease and bicycles contracts to be completed in time to provide service continuity.

### **Background**

1. In support of the Met's mission to keep London safe for everyone, Fleet Services maintains a fleet of 5,000 vehicles, 2,000 bicycles, and 25 marine vessels. The fleet is a workplace for our officers and staff, carries sophisticated police equipment, and provides a safe environment for the transport of the public and prisoners.
2. Vehicles are converted to make them fit for police use and then kept on the road through repair and maintenance, making both these contracts critical to the Met's operational delivery. The vehicle fleet is supplemented with bicycles – used predominantly in neighbourhood policing – and hire and lease vehicles as required.

### **Issues for consideration**

3. The Fleet Transformation Project will deliver a new fleet target operating model, the design of which will be completed in 2020. A procurement for vehicle conversion and decommissioning is getting underway.
4. Approval is sought to award contract extensions to the vehicle repair and maintenance and vehicle conversion contracts with Babcock, to allow for design, procurement, and transition to new arrangements. Planning is underway to implement these within the time period of the extensions. Approval is sought to initiate procurement action for new vehicle hire and lease and bicycles contracts. Commercial Services recommend the proposed procurement approach.
5. While meeting operational requirements, the Met's fleet is being operated in an ever-more environmentally conscious way so we play our part in making London a zero-carbon city by 2050. Contracts will be let in the most environmentally-considerate way possible to reduce emissions and damage to the environment. Hire and lease vehicles will meet national and Mayoral environmental targets.

### **Financial comments**

6. The contract extensions and new contracts will result in capital and revenue spend already factored into Met and recharged budgets or to be identified when new requirements are identified during contract life.

### **Legal comments**

7. The Mayor's Office for Policing and Crime (MOPAC) is a contracting authority as defined in the Public Contracts Regulations 2015, which apply to the contracts to be extended or procured as their values are £189,330 or above.

## OFFICIAL

8. Paragraph 4.13 of the *MOPAC Scheme of Consent and Delegation* provides that the Deputy Mayor for Policing and Crime has delegated authority to approve the procurement strategy and requests to go out to tender for contracts of £500,000 or above as well as contract extensions greater than 10% of original contract value, as is the case with these contract extensions and contracts.

### GDPR and data privacy

9. The Met is subject to the requirements and conditions placed on it as a 'State' body to comply with the European Convention of Human Rights and the Data Protection Act 2018. Both place an obligation on the Met to process personal data fairly and lawfully in order to safeguard the rights and freedoms of individuals.
10. Under article 35 of the General Data Protection Regulation (GDPR) and section 57 of the Data Protection Act 2018, Data Protection Impact Assessments (DPIAs) become mandatory for organisations with technologies and processes that are likely to result in a high risk to the rights of the data subjects.
11. A DPIA has been undertaken with support from the Information Assurance Unit. The project will ensure a privacy by design approach, which will allow the Met to find and fix problems at the early stages, ensuring compliance with GDPR. DPIAs support the accountability principle, as they will ensure the Met complies with the requirements of GDPR and it demonstrates that appropriate measures have been taken to ensure compliance.

### Equality and diversity implications

12. An Equality Impact Assessment has been undertaken with support from the Strategic Diversity and Inclusion Team.

### Background and supporting papers

13. *Fleet Support Contracts Business Justification Paper*, which is not suitable for MOPAC publication. Disclosure under the Freedom of Information Act 2000 is exempt by section 43(2). Confidentiality should be reviewed after 2035.

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