

**DECISION NO: PCCG-2013-080**

**OFFICE OF POLICE & CRIME COMMISSIONER**

**TITLE:** Provision of a Monitoring and Audit System

**DATE:** 28 April 2013

**TIMING:** A response by 28 May 2013 is required

**PURPOSE:** For Approval

**1. RECOMMENDATION**

1.1 To extend the current contract with Insight Direct (UK) Ltd for a three year period in accordance with part 5, paragraph 125 of the Police and Crime Commissioner for Gwent's Standing Orders relating to Contracts.

**2. INTRODUCTION & BACKGROUND**

2.1 In February 2010, Gwent and Dyfed Powys Police commenced a contract for the Provision of a Monitoring and Audit System for both forces, Gwent led the procurement process. The contract was for a period of three years with an option to extend for an additional four years.

2.2 The contract was awarded to Insight Direct (UK) who could provide the force with a system to proactively monitor abnormal computer usage that presents a significant risk to the organisation.

2.3 The Contract was awarded in accordance with the EU Directives and Gwent Police Authority's Standing Orders, with the successful supplier selected based on the Most Economically Advantageous Tender. The selection criteria included Rates and Charges, Specification Response and Adherence To Tender.

2.4 Due to the increase of collaboration between Gwent, South Wales and Dyfed Powys Police there has been an opportunity to achieve cost savings and improved service delivery, with the opportunity to access Gwent systems whilst working from South Wales Police. Discussions regarding collaborative licences commenced with the supplier in October 2012. The initial three year contract period ended in February 2013, however the supplier has provided temporary licences during the negotiation period to ensure continuity of service.

**3. ISSUES FOR CONSIDERATION**

3.1 The contract for this system is still required to be utilised by the force to assist Professional Standards Department (PSD) with the monitoring and Auditing of computers within the organisation. PSD have confirmed the system is still required to ensure that the risk to the organisation is at a minimal level. The service provided by the supplier meets the requirements of the force.

3.2 With the increased volume of Police Officers and Staff working in collaboration with both South Wales and Dyfed Powys Police, it is important that PSD ensure that correct behaviours are being adhered to when using a computer. This increase in collaboration does come at a cost, especially in relation to user licences for this system. The new proposal issued by the supplier incorporates the increased volume and offers both forces a reduction in the

	cost for the service that the system offers. The financial breakdown of both the current arrangements and the new proposal is detailed in section 5 of this report.
<b>4.</b>	<b><u>NEXT STEPS</u></b>
4.1	On approval of the report, contract extension documents will be issued to the supplier, where they will be signed and returned to the OPCC.
<b>5.</b>	<b><u>FINANCIAL CONSIDERATIONS</u></b>
5.1	Gwent Police currently has 3341 user licences for the system which covers the force for all members of Police Officers and Staff who have utilised a computer in the force. With collaboration between forces increasing, currently each Officer or Staff requires a licence for their main base and then additional licences at the two other forces from which they work. For example; Main Base – Gwent Police officer who works at a South Wales Police Site and also a Dyfed Powys Police Site, which equates to a total of three licences.
5.2	The new proposal will alleviate the need for the three forces to pay three licence fees (current rate is £29.59), for each officer or staff that is deployed to work collaboratively. The new prices are shown below:  £28.57 – Licence Fee (2013 onwards) £14.29 – Roaming Licence Fee (2013 onwards)
5.3	Support and maintenance is required for the duration that the force utilises the system. The support and maintenance covers licence renewal, product maintenance and updates, which is charged at 25% of the user licence cost. Details specified below;  Current Maintenance Charge (at 25% of £29.59) - £7.40 per licence New Maintenance Charge (at 25% of £28.57) - £7.14 per licence New Maintenance Charge (at 25% of £14.29 - £3.57 per licence
5.4	With these reductions in the licencing fees, Gwent Police will save £1.02 on each new licence and £15.30 on each roaming licence purchased.  The known cost to the force for 2013/14 relates to the maintenance of all current licences which is budgeted at £21,500.
5.5	For 2012/13 period Gwent Police incurred maintenance fees of £16,965 and these are expected to rise to the budgeted levels in 2013/14.
<b>6.</b>	<b><u>PERSONNEL CONSIDERATIONS</u></b>
6.1	As part of the extension there would be no staffing/personnel implications.
<b>7.</b>	<b><u>LEGAL IMPLICATIONS</u></b>
7.1	This report has been submitted in line with the EU Directives and the Manual of Governance.
<b>8.</b>	<b><u>EQUALITIES AND HUMAN RIGHTS CONSIDERATIONS</u></b>
8.1	This project/proposal has been considered against the general duty to promote equality, as stipulated under the Single Equality Scheme and has been assessed not to discriminate against any particular group.

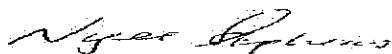
8.2	In preparing this report, consideration has been given to requirements of the Articles contained in the European Convention on Human Rights and the Human Rights Act 1998.
9.	<b><u>RISK</u></b>
9.1	There is a potential of risks for Gwent Police, if this contract is not extended. Should it not be renewed, the users of the computer systems with in the force would not be able to be monitored and audited by PSD, to ensure that the systems are being utilised correctly and not being used to bring the organisation in disrepute.
10.	<b><u>PUBLIC INTEREST</u></b>
10.1	Following approval of this report by the OPCC, this document will be made available to the Public.
11.	<b><u>CONTACT OFFICER</u></b>
11.1	David Hatchley, Contracts Officer.
12.	<b><u>ANNEXES</u></b>
12.1	N/A

For OPCC use only

**Office of the Chief Constable**

I confirm that **Provision of a Monitoring and Audit System** report has been discussed and approved at a formal Chief Officers' meeting. It is now forwarded to the OPCC for **approval**.

**Signature:**



**Date: 16 May 2013**

	Tick to confirm (if applicable)
<b>Financial</b> The Treasurer has been consulted on this proposal.	√
<b>OPCC (insert name)</b> The Chief Executive has reviewed the request and is satisfied that it is correct and consistent with the PCC's plans and priorities.	√
<b>Legal</b> The legal team have been consulted on this proposal.	N/A
<b>Equalities</b> The Equalities Officer has been consulted on this proposal.	N/A

**Chief Executive/ Deputy Chief Executive:**

I have been consulted about the proposal and can confirm that financial, legal, equalities etc... advice has been taken into account in the preparation of this report.

I am satisfied that this is an appropriate report to be submitted to the Police and Crime Commissioner for Gwent.

**Signature:**



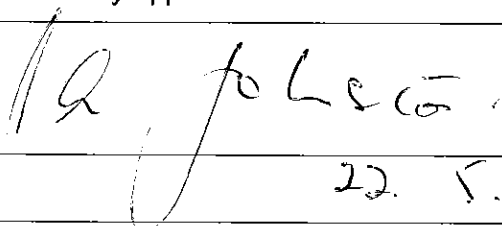
**Date: 20/05/13**

**Police and Crime Commissioner for Gwent**

I confirm that 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.

The above request has my approval.

**Signature:**



**Date:**

22.5.13