

**APPENDIX B**

**Quarter 2 12/13**

**Outstanding High Risk Recommendations where Target Date Changed Twice or More**

<b>REGENERATION AND DEVELOPMENT</b>					
<b>Audit Area</b>	<b>Recommendation agreed with Managers</b>	<b>Last Target Date</b>	<b>No of Times the Target has Changed</b>	<b>Responses received to outstanding recommendation and proposal from Executive Director</b>	<b>Recommendations</b>
<p>Depot – Establishment</p> <p>Security Contract</p>	<p>An agreement should be put in place with Security Services Ltd in respect of services provided at the Depot including prices, service levels, start/end dates, default terms etc. A tender exercise should be undertaken to secure a contract which incorporates the security arrangements across all Council sections.</p>	<p>30/09/12</p>	<p>5</p>	<p>A tender exercise will be undertaken in respect of securing a security contract across all sections of the Council.</p> <p>06/01/11 - No response to memo of 07/12/10, therefore target date changed to 31/01/11</p> <p>26/01/11 - Head of Assets, Engineering Manager, Acting Facility Manager and Head of Operations are to meet in early February to discuss review/renewal of security/fire and CCTV contracts. To enable a full procurement exercise to be undertaken it is requested that the target date be extended until 30/09/11.</p> <p>29/11/11 - New Facilities Manager in post. Anticipated that this recommendation will be completed by March 2012. Target date extended to 31/03/12.</p> <p>05/03/12 - Having reviewed the requirement for a contract to be put in place with Security Services, I consider that this should be held in abeyance until a tender exercise for all services has taken place since we could be duplicating work. Once a full tender has taken place, a formal contract can then be entered in to with the chosen provider. The majority of the service supplied by Security Services is the security work administered by the Engineering Manager. I will need to work closely with him to pull a specification together and this could take some time. Would it be possible to push the completion date back to 30th June on this basis? Revised target date to 30/06/12.</p>	<p>That following the explanation provided by the Facilities Manager that the target date be extended to 28 February 2012 to allow for the contract to be tendered and then awarded to a suitable contractor</p>

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				<p>03/07/12 - Facilities Manager is currently on leave I have requested an update on his return in the meantime please extend this by a further three months.</p> <p><b><u>Executive Director Proposal:</u></b></p> <p><b>17/10/12 – The Facilities Manager and Engineering Manager have both been working towards a joint specification with regards to this contract. The response below has been provided by the Facilities Manager;</b></p> <p>“This is a complex specification to pull together since it involves the servicing, Installation, reactive maintenance and monitoring of Security alarms, CCTV, barriers and door entry systems.</p> <p>These services are currently provided by two companies - Security Services and MEIS and they are split between the two because some of the systems require different specialisms.</p> <p>The Facilities Manager has already removed what work Security Services did undertake for Facilities since this work was contained in a specification which we tendered earlier this year.</p> <p>The Facilities Manager and Engineering Manager have discussed at great length earlier and scoped what is required to be included in a tender together with what information is required. The Engineering Manager will now pull together an asset list of all the equipment we have with a view to pulling a specification together by the end of the year which can be tendered.”</p>	
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