



MINUTES OF A MEETING OF HACKNEY PROCUREMENT BOARD

Tuesday 13 January 2026 at 2.00pm

Online via Google Meets

Officers in

Attendance:

Rotimi Ajilore (RA), Assistant Director Procurement and Energy, in the Chair

David Von Ackerman (DvA), Procurement Lead; Sheriffdeen Akinshipo (SC), Service Area Manager, Parking Enforcement; Martin Bull (MB), Governance Officer; Brian Clark (BC), Procurement Category Manager; Brandon Cooper (BC), Category Manager, Procurement; Esther Fatoba (EF), Commissioning and Contracts Officer; Merle Ferguson (MF), Procurement Lead; Pippa Gueterbock (PG), Director for Regeneration and Economic Development; Timothy Lee (TL), Procurement Lead (Social Care Services); Carl Levoir (CL), Closed Circuit Television Senior Engineer; Carlene Liverpool (CL) Regeneration Programme Manager, Regeneration and Economic Development; Gallal Muflahi (GM), Employer Engagement Office; Rosangela Rhodes (RR), Acting Strategic Procurement Manager; Patrick Rodger (PR), Lawyer; Andrew Solomon (AS); Gareth Sykes (GS) Governance Officer; and Devendra Thakor (DT), Road & Traffic CCTV Enforcement Manager.

Apologies:

Leila Gillespie (LG), Procurement Category Lead (Corporate Services) and Dujon Harvey (DH) Assistant Director Employment Skills and Adult Learning.

1 Apologies for Absence

- 1.1 There were apologies for absence received from Leila Gillespie (LG), Category Lead, Procurement Team and Dujon Harvey (DH) Assistant Director Employment Skills and Adult Learning.

2 Declarations of Interest

- 2.1 There were no declarations of interest.

3 Minutes of the Previous Meeting

- 3.1 The Minutes of the meeting of 9 December 2025 were agreed as a true and accurate record of proceedings.

RESOLVED:

The Minutes of the meeting of 9 December 2025 were approved as a true and accurate record of proceedings.

4 Review of Action Tracker

F S630 Support and Hosting of the Mosaic Social Care System - Contract Award

- 4.1 The action on officers engaging with Hackney Works to consider a social value target for the Mosaic contract was ongoing because the contract was yet to be signed.

Action - ongoing.

HCE S660 Automated Estate Parcel/Lockers

- 4.2 The Chair confirmed that the action for Lorraine Wright, to confirm the revenue source for the estate lockers, was ongoing. David Von Ackerman confirmed that they accepted the recommendation to highlight the revenue source for both the council and the operator when the contract award report comes back.

Action - ongoing.

5 HCE S671 PSS AND OPTICAL FIBRE CABLE INSTALLATION AND MAINTENANCE CONTRACT

- 5.1 The report was introduced by Carl Levoir (CL), Closed Circuit Television (CCTV) Senior Engineer, who presented the business case for tendering a new maintenance contract for the Public Space Surveillance (PSS) and optical fiber cable network, with the current contract expiring in April 2027. The Board noted that the contract would cover maintenance and expansion of over 3,000 CCTV cameras and the optical fiber network, which supported the CCTV system and ICT systems. Carl Levoir also confirmed that comments from the Group Director of Finance and Corporate Resources, Director of Legal, and Procurement Category Lead were sought for the report.
- 5.2 The Board noted that the CCTV system maintenance was previously split between Town Centre and Housing contracts but is now managed under one single contract since October 2018. The current contractor's performance was monitored through regular monthly meetings and Key Performance Indicators (KPIs). Carl Levoir highlighted the system's effectiveness, with 5,757 incidents logged and 765 arrests made in 2023.
- 5.3 Five options for the new contract procurement were outlined, with the preferred option being a single contract package for all clients using an open tender process. This option was favored for maximising value and efficiency, ensuring that leaseholder considerations are taken into account. The other options considered included an insurance-style contract, two separate contracts for

maintenance and installation, insourcing, and using an existing open framework, all of which were found to be less beneficial due to increased costs, complexity, or other drawbacks.

- 5.4 During a discussion on the report the following points were raised:
- A conclusion to go with an open tender was correct given the Council's legal opinion on Section 20;
 - Clear, quantified, and contractually monitored commitments should be included to ensure realistic outcomes and comparability across bidders;
 - Commitments made by successful bidders in their tender responses, including mandatory requirements like the London Living Wage, would be incorporated as express terms in the contract and monitored;
 - The Chair stressed to Carl Levoir the importance of engaging with Gallal Muflahi and their team to define mandatory requirements and social value commitments for the tender evaluation, which Brian Clark confirmed would constitute 15% of the quality score;
 - The Chair raised a concern about the finance comment in the report suggesting a lack of clarity on funding for the contract beyond 2026/2027, urging Carl Levoir to confirm the total revenue budget before going out to tender;
 - It was suggested that a break clause was included as a precaution, but Carl Levoir clarified that the contract operates on a scheduled rate basis, without committing to an exact spend;
 - The Chair questioned why the day-to-day maintenance could not be insourced while outsourcing the capital works, noting that the Cabinet member for community safety and regulatory service, had previously deemed the insourcing option not viable;
 - The Chair highlighted that there was a significant disparity in the cost analysis, noting that the exempt appendix suggested the seven-year insourcing cost was £4.5 million, compared to the £17 million value of the outsourcing contract, stating they could not approve the report with such figures. Carl Levoir conceded that the insourcing figures would need to be reviewed.
- 5.5 Due to the cost disparity, the Chair decided to defer the report until the following month to allow time for the insourcing figures and justification to be reworked, which Brian Clark indicated would not negatively impact the timeline for the contract to start in April 2027.

The item was deferred until the next meeting on 10 February 2026.

6 CE S674 Children and Families Support Services Framework - L2

- 6.1 The report was introduced by Maria Zazovskaya, Strategic Commissioning Manager, Maternity and Family Commissioning Team, which outlined the business case for seeking approval to procure an open framework for children and families support services. The Board noted that the goal was to move away from over-dependency on spot purchasing, enhance service quality, strengthen safeguarding, and centralise procurement through the integrated brokerage team to track actual spend and monitor outcomes. Maria Zazovskaya also noted that the framework aligns commissioning with the systemic trauma-informed and anti-racist practice model.

- 6.2 During a discussion on the report the following points were raised:
- The Chair inquired about the contract's value, given finance comments on inflationary costs, and Maria Zazovskaya confirmed the tender notice value would be £5.8 million, with the higher figures in the report being illustrative of a 4% annual inflationary assumption. Andrew Solomon from Legal advised that stating £5.8 million is acceptable, as the spend figure could be amended later via contract variation if needs exceeded the expectation. Maria Zazovskaya confirmed commitment to exploring a hybrid insourcing arrangement, particularly for Lot 1 and 2 services via Young Hackney, but noted challenges for Lot 3 and 4 (crisis support and family assessments) due to unpredictable demand, market maturity, and the need for qualified staff such as registered nurses and social workers;
 - The Chair requested that the narrative on the hybrid insourcing model be included in the contract award report. The Chair also highlighted the need to revise the insourcing paper to accurately reflect staffing costs and justification against the outsourcing cost. Maria Zazovskaya confirmed that market engagement is ongoing, with plans for regular provider forums and upskilling providers in the market. The Board noted that the quality threshold for the open framework would be 70% quality and 30% price, with specific minimum professional registrations and qualifications required for different lots, and social value making up 15% of the quality score;
 - Maria Zazovskaya discussed the fostering agencies framework, noting that some local authorities were surprised by the term "social value" and stating that the standards would include the London Living Wage, the creation of local opportunities, and the inclusion of mentors from the Hackney community;
 - The Chair stressed the importance of clearly defining the threshold for suppliers to join the open framework and firming up the KPIs as part of the tendering process.

RESOLVED:

To approve the procurement of a Support Services Open Framework with an estimated total value of £5.8 million over a maximum five-year period (4 years + 1 year), to enable the commissioning of various time-limited, targeted interventions for children, young people, and families, including positive and structured activities, specialist mentoring support, community-based parenting assessments, and crisis intervention services.

Related decisions:

None.

7 HCE S595 Sanctuary Scheme

- 7.1 The Chair raised concerns about the repeated deferral of the item regarding the sanctuary scheme, noting that it had been deferred to January but was not on the current agenda. David Von Ackerman apologised for the oversight and committed to ensuring an update was provided.

The item was deferred until the next meeting on 10 February 2026.

- 8. HCE S680 Contract Award for Development Advisor (Lot 1) and Valuation Advisor (Lot 2) for Hackney Regeneration Programme**
- 8.1 Carlene Liverpool, Regeneration Programme Manager, Regeneration and Economic Development, introduced the report on procuring a property development consultancy firm to provide development and valuation advice across two lots. The contract value is £1,388,126.36 excluding Value Added Tax (VAT) for three years with an option to extend for a further year, which required approval from the board. Carlene Liverpool detailed the robust procurement process using the Homes England property and financial professional services framework and explained that the tender was divided into two lots based on learning from a previous contract, as one single contractor was not felt to be able to provide specialist valuation expertise.
- 8.2 Carlene Liverpool outlined the social value commitments secured from the winning bidder, Montague Evans, including funding a level five apprentice at the London Living Wage, providing paid and unpaid work experience placements, offering learning and development for staff, and delivering pro bono property advice to Hackney businesses.
- 8.3 During a discussion on the report the following points were raised:
- The Chair requested the plan for capturing and reporting on these commitments. Carlene Liverpool confirmed that the contract requirements would be specified at a kickoff session, and themselves would monitor the contract quarterly, referencing experience from a similar contract with JLL. Gallal Muflahi and Rosangela Rhodes offered support with recruitment via the job brokerage team and in tracking the commitments, respectively;
 - The Chair questioned the risk of awarding both lots to a single contractor, Montague Evans, despite the initial concern in the report about one supplier performing two separate disciplines. Carlene Liverpool expressed confidence that the bidder's excellent submission addressed the requirements. David Von Ackerman clarified that the risk is mitigated because Montague Evans would utilise two aligned but separate teams for the different disciplines. The Chair accepted that the use of two separate teams from the same firm sufficiently mitigated the initial concern;
 - The Chair noted that the risk register appeared to be the same as in the business case and requested an updated risk register to reflect that the item was a contract award report. David Von Ackerman confirmed that a revised risk register would be shared with the Board.

Action 1: DvA to share a revised risk register with the HPB.

RESOLVED:

To approve:

1. The award of contract to Bidder B to provide Development Advisory Lot 1 services for 3 years with the option to extend for 1 year, for both the Housing Regeneration & Delivery and Regeneration & Economic Development service

areas;

2. The award of contract to Bidder C to provide Valuation Advisory Lot 2 services for 3 years with the option to extend for 1 year, for both the Housing Regeneration & Delivery and Regeneration & Economic Development service areas.

Related decisions:

The award of contract relates to the LOW RISK BUSINESS CASE (Exempt Appendix 3) for the Procurement of Development & Valuation Advice for the Council's Regeneration, Economy and Housing Development Division (Key Decision CHES503) which was approved by the Director of Regeneration, Economy and Housing Development in May 2025 in line with the Council's governance procedures.

- 8.4 Pippa Gueterbock, the new Assistant Director for Regeneration and Economic Development, introduced herself and offered support to Carlene Liverpool.

9. HPB Timetable for 2025-2026

- 9.1 The next scheduled HPB meeting was on 10 February 2026.

Duration of the meeting: 2:00pm - 3:19pm

Date of the next meeting - 10 February at 2.00pm

Rotimi Ajilore - Chair of Hackney Procurement Board