

**Subject: 5F DAMS Contract Variation**

**Originator: Marion Haynes Project Manager**

**Decision no. 31/2024**

**Reason for submission: For Decision**

**Submitted to: Police and Crime Commissioner**

**Summary:**

1. This paper seeks approval from the Police and Crime Commissioner for the uplift of the 5F Dams contract to support the migration of historical data from Reveal DEMS360 systems at both BCH and N/S into the 5F DAMS.

**Recommendation:**

It is recommended that the PCC approves the contract variation as described in this paper.

**Outcome/approval by: PCC**

*The recommendations as outlined above are approved.*

**Signature:**



**Date: 22/04/2024**

## Detail of the submission

### 1. Objective:

- 1.1 On 13th February 2020 the Strategic Procurement Governance Board agreed to procure a 'commercial off the shelf' Digital Asset Management System (DAMS) Solution via an existing Framework Agreement.
- 1.2 This was followed by a shortlisting process using the G-Cloud Framework, which resulted in two potential suppliers being identified as meeting the high-level business requirements. The two suppliers were Aetopia Ltd and Nice.
- 1.3 The variation of this contract allows for the migration of historical data from Reveal DEMS360, allowing for the space to either be repurposed or the system decommissioned.

### 2. Background:

- 2.1 The Full Business Case (FBC) for the implementation of a 5 Forces DAMS was agreed by the Eastern Region Summit on 12th November 2021. The implementation is a 'Software as a Service' (SaaS) solution for the ingestion, storage, management and sharing of digital assets in line with national, regional, and local policing strategic direction. The 5F DAMS was launched in BCH in July 2023 and in N/S in October 2023.
- 2.2 Following implementation of the 5F DAMS the forces want to migrate historical data that is currently held in the Reveal DEMS360 systems to:
- 2.3 Free up a large amount of on-premise data storage capacity that can either be repurposed or decommissioned.
- 2.4 Remove the need for police users to access DEMS360 directly, even for material recorded prior to the 5F DAMS go-live.
- 2.5 Standardise the approach used to share material with the CPS and other Criminal Justice stakeholders, allowing the wind-down of alternative approaches, such as Reveal's cloud hosted option.
- 2.6 Not migrating historical data will impact operational capabilities and presents risks in complying with data retention and management legislation.
- 2.7 The data migration is expected to take up to 12 months of elapsed time to complete with work currently planned to commence in April 2024.

### **3. Areas for consideration:**

3.1 As mentioned above, not migrating historical data will impact operational capabilities and presents risks in complying with data retention and management legislation.

3.2 This variation has arisen due to the requirement not being incorporated in the original specification. Under the Public Contract Regulations, Regulation 72 allows for the modification of a contract as long as the modification does not amount to more than 50% of the original contract value. In this instance the original contract value is £1,767,135. The total costs for variations already issued is £167,250.00. In issuing this variation we are relying specifically on Regulation 72(b) which states:

(b)for additional works, services or supplies by the original contractor that have become necessary and were not included in the initial procurement, where a change of contractor—

(i)cannot be made for economic or technical reasons such as requirements of interchangeability or interoperability with existing equipment, services or installations procured under the initial procurement, or

(ii)would cause significant inconvenience or substantial duplication of costs for the contracting authority, provided that any increase in price does not exceed 50% of the value of the original contract.

3.3 All contract changes going forward will be monitored to ensure that the PCR thresholds are not breached, and all spend is captured correctly.

### **4. Other options considered:**

4.1 Do nothing – potentially resulting in impacting Operational Capabilities and non-compliance with GDPR regulations.

### **5. Strategic aims/objective supported:**

5.1 The provision of the 5F Dams contract and this variation supports the strategic objectives of equipping all the workforce with modern and innovative tools and technology, as well as Maintaining an effective and efficient policing service

### **6. Financial and other resource implications:**

To support the migration process Aetopia will be responsible for working with the local ICT teams in the specification and development of custom scripts to extract, transfer and load the historic digital assets into appropriate storage buckets within the forces Amazon Web Services cloud storage area.

6.2 In addition, the forces will be responsible for payment of storage costs for the migrated data which will be billed monthly at a reduced storage rate.

6.3 The total Aetopia costs, excluding storage, for the 5 Forces are £57,600 + VAT, which will be split:

BCH - £33,147 + VAT

N/S - £22,453 + VAT

6.3.1 The Storage costs are estimated based on current anticipated volumes of digital assets to be migrated. Migrated data will be tagged as either BCH or N/S and billed monthly as follows:

BCH - £4,000 + VAT (estimate)

N/S - £2,000 + VAT (estimate)

## 7. Carbon Emissions and Other Environmental Implications:

### Carbon Emissions

7.1 The estimated impact on our carbon emissions that must be reported under current statute from this proposal is:

Emission Categories:	Increase in tCO <sub>2</sub>	Saving in tCO <sub>2</sub>
Scope 1 – Fuel – Building Heating	0	0
Scope 1 – Fuel – Transport	0	0
Scope 2 – Electricity	0	0

### Environmental Implications

7.2 No material implications

## 8. Other implications and risks:

8.1 No further risks or issues have been raised.

Originator checklist (must be completed)	Please state 'yes' or 'no'
Has legal advice been sought on this submission?	NO
Has the PCC's Chief Finance Officer been consulted?	YES
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	NO
Have human resource implications been considered?	NO
Is the recommendation consistent with the objectives in the Police and Crime Plan?	YES
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	YES
Has communications advice been sought on areas of likely media interest and how they might be managed?	NO
Have sustainability and environmental factors been considered? (e.g. biodiversity, employee commuting, business travel, waste and recycling, water, air quality, food and catering and estates construction)	YES
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	YES

**Is this report a Confidential Decision?**

**No**

If Yes, please state reasons below having referred to the [PCC Decision Making Policy](#)

**Approval to submit to the decision-maker** (this approval is required only for submissions to the PCQ).

**Chief Executive**

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC

**Signature:**



**Date: 22/04/2024**

**Chief Finance Officer (Section 151 Officer)**

I certify that:

- a) there are no financial consequences as a result of this decision,  
Or
- b) the costs identified in this report can be met from existing revenue or capital budgets,  
Or
- c) the costs identified in this report can be financed from reserves  
And
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.

**Signature:**



**Date: 22/04/2024**

**Public access to information:** *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*