**From:** Simon Jones – Corporate Director, Growth, Environment and Transport

**To:** Peter Osborne – Cabinet Member for Highways and Transport

**Subject:** Contract CN260764 – Provision of CSAS resource

**Decision no:** ***26/00062***

**Key Decision: Yes**
- It affects more than 2 Electoral Divisions
- It involves expenditure or savings of maximum £1m

**Classification:** Unrestricted

**Past Pathway of report:** Growth, Environment & Transport Cabinet Committee – 10th November 26

**Future Pathway of report:** Cabinet Member Decision

**Electoral Division:**
Dover Town – Cllr James Defriend
Dover Town – Cllr Albert Throp
Dover West – Cllr Paul King
Folkestone East – Cllr Mary Lawes
Cheriton, Sandgate & Hythe – Cllr Tim Prater

**Is the decision eligible for call-in?** Yes

**Summary:** The Council, as part of its role as a Strategic Lead in the Kent and Medway Resilience Forum (KMRF), provides resource accredited under the Community Safety Accreditation Scheme (CSAS) in Kent to support the KMRF Operation Fennel suite of plans which manage traffic during periods of disruption at the Kent ports.
The existing arrangement that supports delivery of the service is due to expire and therefore a new contract is required to ensure continuity of service from May 2027.

**Recommendation(s):**
The Cabinet Member for Highways and Transport is asked to award Contract CN260764 – Provision of Community Safety Accreditation Scheme (CSAS) Resource, for a contract term of three years, comprising an initial two-year term with an optional one-year extension, as shown at, Appendix A, Proposed Record of Decision.

## 1. Introduction

1.1 The existing arrangement that supports delivery of the service is due to expire.

1.2 There is a continuing need to provide CSAS accredited resource in Kent to support the KMRF Operation Fennel suite of plans which manage traffic during

periods of disruption at the Kent portals, and therefore a new contract is required to ensure continuity of service from May 2027.

1.3 To ensure that this Service can be managed in the most cost-efficient manner, a longer-term strategy and contract is required; hence, this procurement of a longer-term CSAS Resource contract.

## 2. Key Considerations

2.1 As part of the Council's continued commitment to the Kent and Medway Resilience Forum Partnership, and in order to keep the Kent strategic and local road networks flowing during times of border disruption, our provision of CSAS resource is essential. The award of Contract CN260764 is key to this continued provision.

## 3. Background

3.1 Kent's strategic position in the UK centres on its role as the nation’s primary economic and logistical "Gateway to Europe". Connecting mainland Europe to London and the rest of the country, Kent hosts critical trade arteries but faces significant logistical challenges and border pressures. These pressures and challenges are managed on road by the KMRF via the Operation Fennel suit of plans.

3.2 Working in close partnership with Kent Police and National Highways, KCC plays a pivotal role in the management of disruption and congestion caused by delays and friction at the juxtaposed borders in Kent.

3.3 National Highways are responsible for the deployment of Operation Brock on the M20 and the Dover Traffic Management plan. While National Highways provide resource for much of the Operation Brock footprint, they only have limited numbers of Traffic Officers available.

3.4 Similarly, Kent Police have very limited numbers of Traffic Police Officers available.

3.5 Acknowledging the limitations of our partner organisations, Kent County Council manages the provision of CSAS as part of our role as a key KMRF partner. The CSAS officers that we provide are suitably trained and accredited to fulfil those roles needed to deliver the approved Fennel traffic management plans.

## 4. Options considered and dismissed, and associated risk

4.1 Do nothing and continue with provision of CSAS through the new Highway Term Maintenance Contract (HTMC) - This would have resulted in sub-contract arrangements with associated management costs. To avoid these additional costs and to ensure direct management and control of the service, establishing a standalone CSAS contract represents the most advantageous operational and financial solution for the Council.

4.2 Discontinue provision of CSAS resource - Considered but dismissed as this service is critical to the success of the KMRF Operation Fennel suite of plans which seek to minimise the impact of border disruption in Kent.

## 5. Financial Implications

5.1 The nature and extent of border disruption is inherently variable and influenced by a wide range of factors, including seasonal travel demands, changes to border processes and unplanned incidents. While much of the activity is planned around peak travel periods, the KMRF must also respond to unforeseen and spontaneous events at short notice. Consequently, forecasting the level of CSAS resource required over the life of the contract is challenging, particularly given the potential for future changes to national border systems, the impact of which is currently unknown.

5.2 Based on historic expenditure, annual spend on CSAS provision is currently estimated at approximately £750,000 per annum. Given the factors outlined in paragraph 5.1, actual expenditure may vary throughout the contract term. To ensure sufficient contractual flexibility to respond to changes in service demand without the need for further procurement activity, the contract will allow for expenditure above current forecasts where required. The maximum annual contract value will therefore be £1,000,000, although actual expenditure is expected to be lower and will be determined by operational need and the funding available.

5.3 Accordingly, the procurement will be advertised with a maximum total contract value of £3,000,000 across the full potential contract term of three years (an initial two-year term with the option to extend for a further year). This figure represents the maximum value permitted under the contract and should not be regarded as a forecast of actual expenditure

5.4 As with other border resilience measures and mitigations in Kent, the provision of CSAS officers is funded directly by His Majesty’s Government with grant payments to KCC via Section 31 of The Local Government Act 2003.

5.5 Government funding for the full period of the proposed contract is expected but has not yet been guaranteed. Contract expenditure will therefore be subject to confirmation of sufficient Government funding, with use of the optional third year also dependent on funding availability. There is no financial risk to the Council.

## 6. Legal implications

6.1 The procurement will be undertaken in accordance with applicable procurement legislation and the Council's Contract Procedure Rules.

6.2 In preparation for possible Local Government Reorganisation, appropriate provisions have been included within the contract to facilitate any future transfer of rights if required.

## 7. Equalities implications

7.1 The current EQIA Assessment will be included with the Committee Report. The EQIA identifies that individuals who fall within the Age and Disability groups may face negative impacts were CSAS resource not to be available.

7.2 These groups are expected to experience significant long-term benefits from the provision of CSAS resource on the Kent road network and no negative long terms impacts have been identified.

7.3 It should however be noted that, should CSAS resource not be provided to support the Fennel Plan options, other KMRF stakeholders will endeavour to fulfil these obligations where their own resources permit.

## 8. Data Protection Implications

8.1 A DPIA is not required as the contract does not involve the processing or sharing of personal data. No significant data protection risks have currently been identified.

## 9. Other corporate implications

9.1 It is not considered that this decision will have further corporate implications to other Directorates within KCC.

## 10. Governance

10.1 Subject to the Cabinet Member for Highways and Transport taking the proposed decision, authority will be delegated to the Corporate Director of Growth, Environment and Transport, in consultation with the Cabinet Member for Highways and Transport, to take all necessary actions required to implement the decision.

10.2 This will include undertaking and completing the procurement process, approving the outcome of the tender evaluation, awarding the contract CN260764 – Provision of Community Safety Accreditation Scheme (CSAS) Resource, finalising the terms of and entering into all necessary contractual and associated legal agreements. The Corporate Director of Growth, Environment and Transport will also be authorised to exercise any extension provisions contained within the contract where this is considered necessary and where HMG funding remains available.

## 11. Conclusions

11.1 There is a continuing need to provide CSAS resource to support the KMRF Operation Fennel suite of plans.

11.2 The existing arrangement that supports delivery of the service is due to expire.

11.3 Contract CN260764 – Provision of Community Safety Accreditation Scheme (CSAS) Resource will ensure continuity of service and allow The Council to

continue fulfilling its obligations as a key Kent and Medway Resilience Forum stakeholder whist offering improved value for money.

---

## 14. Recommendation(s):

14.1 The Cabinet Member for Highways and Transport is asked to award Contract CN260764 – Provision of Community Safety Accreditation Scheme (CSAS) Resource, for a contract term of three years, comprising an initial two-year term with an optional one-year extension, as shown at, Appendix A, Proposed Record of Decision.

---

## 15. Background Documents and Appendices

- Appendix A – ROD
- Appendix B – Equality Impact Assessment

## 16. Contact details


| | |
|---|---|
| Report Author: Toby Howe<br>Job title: Senior Highway Manager<br>Telephone number: 03000 410219<br>Email: toby.howe@kent.gov.uk | Director: Andrew Loosemore<br>Job title: Director of Highways and Transport<br>Telephone number: 03000 411652<br>Email: andrew.loosemore@kent.gov.uk |