

EXECUTIVE MEMBER DECISION FORM

DECISION TO BE TAKEN BY: CLLR STUART WHITTINGHAM

KEY DECISION: KEY

PORTFOLIO AREA: HIGHWAYS & TRANSPORT

PORTFOLIOS AFFECTED: HIGHWAYS & TRANSPORT

WARDS AFFECTED: ALL WARDS

SUBJECT: APPROVAL OF APPOINTMENT FOR A CONTRACT TO UNDERTAKE A PARKING ENFORCEMENT SOLUTION INCLUDING BACK OFFICE FUNCTIONS

1. RECOMMENDATIONS:

The Cabinet Member is recommended to;

Approve the appointment of NSL for the delivery of the Parking Enforcement Solution (including back office functions) Contract for a period of 5 (five) years with the option to extend the contract (conditional) for a further 5 (five) years.

2. REASON/S FOR RECOMMENDATIONS:

The Traffic Management Act 2004 (TMA) places a statutory Network Management Duty on the Council to manage the traffic network to ensure the expeditious movement of all traffic modes. The overall aim of the Parking Enforcement Service is to provide, operate and enforce on and off street parking in accordance with Council objectives and in the interests of road safety, traffic management and crime prevention.

Since November 2003, the Council has been operating Decriminalised Parking Enforcement to control parking, waiting and loading restrictions across the Borough. On the ground, enforcement has been carried out by the Council appointed enforcement contractor NSL. This contract was renewed in November 2010 following a competitive tendering exercise to provide the service until November 2015. The contract has been extended up to 30 September 2018. The contract and contractor has performed well over this period with very few problems.

A procurement process related to the future provision of the parking related services has recently been undertaken. Following a detailed evaluation of the compliant submissions, the successful bidder (NSL) is to provide functions related to Notice Processing and Penalty Charge Notices, Parking Permits and on street parking management along with continuing to support the School Crossing Patrol Service. As a national provider of parking related services, with a proven track record, the successful bidder is able to provide these services at a lower cost and offer long term benefits and improvements to the services.

There is a need to ensure that all the contracted services are monitored. There is also a requirement for a Parking Authority to directly manage formal representations and appeals against Penalty Charge Notices. To fulfil this requirement, it is proposed that the small client side team comprising of four posts is retained in order to be responsible for strategic management and day to day operational management of the client functions.

We also need to ensure the contractor delivers services to the agreed standards and that we continue to undertake statutory functions in terms of the parking appeals service through the adjudication stages. This small team will also be responsible for ensuring we work with NSL to maximise our service working amongst contractors to deliver high quality, better performing service that meets service objectives, delivers financial targets and enables continuous service development over the life of the contract. This team will oversee and manage new parking contracts, cashless parking and integrating other innovations in parking management.

3. STATEMENT OF COMPLIANCE

The recommendations are made further to legal advice from the Deputy Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been completed. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

4. DECLARATION OF INTEREST

There are no conflicts of interest.

Signed: 

Executive Member: Cllr Stuart Whittingham

Date: 9 July 2018

Also present:

Signed: 

Chief Officer: Mark Smith

Date: 9 July 2018

Date of Senior Policy Team Meeting(s):

A list of background papers on this issue is held with:

Contact Officer: Steve Atkins
Date: 6/7/18

Date of Publication:

Date of Expiry of Call-In Period:

Form Reference: Executive Member Decision Form May 2012 v 1.0

