

Cabinet Member Decision Notice - Public

Part A – to be provisionally completed prior to the meeting and finalised after the meeting following agreement with the decision maker.

1. **Decision Maker:** Cabinet Member for Carbon Reduction and Sustainability, Councillor Phil Ireland
2. **Date of the Decision:** Tuesday 16 March 2021
3. **Subject (title and description):** Parking Services Enforcement and Permit Software
4. **Did the decision maker declare an interest?** No
5. **Lead Officer:** Susan McGarry - Parking Services Manager
6. **Was all or any part of the report exempt?** Yes

If yes, is there an Exempt Decision Notice? No

7. **The Decision:**
That Imperial is appointed to provide the services outlined in this report, and the award is made utilising the ESPO framework agreement for Parking Management Solutions ref 509, Lot 4 Civil Enforcement Systems which is a fully OJEU compliant framework agreement.

That Cabinet Member approves the award of a three year contract with the option to extend for a further two years from 1st April 2021 with Imperial based on the reasons outlined in this report.

8. **Reasons for the Decision:** We are currently using Imperial's systems (with integrations to other software) and to transfer to a new software supplier would involve considerable officer time and potential costs/risks to the service such as potential downtime, compatibility issues, requirements for new hardware, potentially running two systems side by side etc.

Imperial have designed further customer service elements within their application and overall service improvements which will be implemented within the first year of this contract.

9. **Alternative Options Considered and Rejected:** To go to tender and potentially award the contract to a new supplier. This involves a considerable amount of officer resource (parking and ICT), potential increased costs and risks to service delivery. Since there are multiple systems (explained in paragraph 5.1 below), successful implementation if another service provider was appointed would likely take at least 12 to 18 months from the contract appointment date.

Additionally, whilst at this stage, the outcome and implementation date of LGR is unknown, neighbouring authorities all use the Imperial system. The

utilisation of the same parking systems across the county would clearly make any future service changes considerably simpler to implement.

10. **Is this a Key Decision:** Yes

If yes, please state Forward Plan reference number: 26PSEG20

Part B – Key Decisions Only – *to be completed by Democratic Services*

11. **Is the decision subject to call in:** Yes

12. **End of the Call-In Period:** Friday 26 March 2021 at 4.30 pm