

CIVIL PARKING ENFORCEMENT CONTRACT PROCUREMENT

To: Highways and Community Infrastructure Committee

Meeting Date: 28th October 2014

From: Executive Director: Economy, Transport & Environment

Electoral division(s): All

Forward Plan ref: 2014/030 **Key decision:** Yes

Purpose: To provide the Committee with information about the Civil Parking Enforcement Contract to enable a decision to be made on procuring a new contract.

Recommendation: The Highways and Community Infrastructure Committee is recommended to:

- a) Approve the commencement of the procurement for the Civil Parking Enforcement Contract with a separate IT contract for a term of 5 years from April 2015 to March 2019 plus an option to extend; and
- b) Delegate authority to the Executive Director, Economy Transport and Environment, in consultation with the Chairman of the Highways and Community Infrastructure Committee, to appoint contractors following a competitive process and complete all necessary contractual documents in accordance with Council procedures.

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1. BACKGROUND

- 1.1 The current Civil Parking Enforcement Contract commenced on 1st April 2010 and was awarded to NSL Ltd for a period of 5 years with the option for three extensions totaling no more than a further 5 years.
- 1.2 The service provides the enforcement of on-street regulations as well as the enforcement of the City Council's off-street car parks where agreed. From late 2014, the service will also provide the enforcement of bus lanes within Cambridge City via CCTV cameras.
- 1.3 The average cost of the Council's current contract with NSL Ltd per financial year is around £700,000. There are also other costs involved in providing parking services such as in-house staff, client costs and infrastructure costs. These costs are covered from the income generated by the council's parking services.

2. OVERVIEW

- 2.1 The objectives of Civil Parking Enforcement (CPE) are to manage parking in order to:
 - reduce congestion
 - support Business and the Communities by addressing inappropriate parking
 - encourage correct, sensible and safe parking
 - improve compliance with parking restrictions
 - ensure designated parking spaces are used only by those they are intended for
 - enable buses to operate more effectively
 - improve air quality, health and the general environment
 - reduce delays for emergency services
 - keep Cambridgeshire moving
- 2.2 Officers have liaised with two LGSS partners to look at options for joint working and procurement. Norwich operates an in-house enforcement operation whilst Northamptonshire's current contract runs until 2018. The option of 'joining' their contract offers little opportunities for saving. Opportunities for joint working in the future will be kept under review.
- 2.3 Officers have also given consideration to extending the current contract, however, it is clear from current market investigations and testing that entering the market to procure a new contract should result in a reduced cost to this authority.
- 2.4 Officers are, therefore, recommending that a new Civil Parking Enforcement Contract is procured for a term of 5 years from April 2015 with an option to extend. The current contract with NSL Ltd provides both enforcement resources and an IT system within one package. Considerable time and resource were used to develop the current contract in 2010 and, with a few minor amendments, a new contract can be procured that provides good value for money and maintains our current service levels as well as providing high standards of integrity.

- 2.5 Officers are, however, recommending that on this occasion a separate contract is procured for the required IT system. Officers feel that a contract with a specialist provider will result in a reduced cost to the authority plus a series of technical advancements that will also improve customer service and operating processes.
- 2.6 The re-procurement of the CPE Contract will be by Open Tender due to the limited number of potential suppliers and potential for a high degree of market interest, and will be advertised in the OJEU (Official Journal of the European Union) as required by EU Legislation for tenders of this value.
- 2.7 The procurement for a new IT system will be undertaken using the ESPO 509 Framework. This framework is already compliant with all EU/UK procurement legislation and the procurement work has already been undertaken, so there is no need to run a full OJEU tender. Suppliers listed on the framework were assessed during the procurement process for their financial stability, track record, experience and technical & professional ability, before being awarded a place on the framework.

3. ALIGNMENT WITH CORPORATE PRIORITIES

3.1 Developing the local economy for the benefit of all

Management of parking is essential in order to reduce congestion and keep the County moving which contribute towards a growing economy.

The CPE Contract will be an Open Tender, however, due to the limited number of potential suppliers this contract is unlikely to be won by an SME (Small Medium Enterprise).

3.2 Helping people live healthy and independent lives

There are no significant implications for this priority.

3.3 Supporting and protecting vulnerable people

There are no significant implications for this priority.

4. SIGNIFICANT IMPLICATIONS

a. Resource Implications

The Civil Parking Enforcement Contract as well as the IT contract will be funded from the income generated by the council's parking services. The current contract costs around £700,000 per annum and officers consider there to be potential for annual savings to be made through the procurement of the new contracts.

b. Statutory, Risk and Legal Implications

A failure to renew the enforcement contract carries the following risks:

- a) Failure to adequately manage parking enforcement will increase congestion and undermine road safety;
- b) Failure to adequately manage parking enforcement will undermine demand management and modal shift strategies.

All staff undertaking parking enforcement must be qualified and fully trained. The Transfer of Undertakings (Protection of Employment) Act 2006 (TUPE) will apply to staff within the current contract and may move to a new provider with terms and conditions retained.

The procurement process is subject to EU legislation and advice will, therefore, be taken from both the LGSS Procurement Team and Legal Services to ensure statutory requirements are satisfied.

c. Equality and Diversity Implications

There are no significant implications within this category.

d. Engagement and Consultation Implications

There are no significant implications within this category.

e. Localism and Local Member Involvement

Government seeks a partnership approach to Civil Parking Enforcement with Districts working with Counties to provide a joined up parking enforcement service. There is the potential for maintaining partnership working through a reciprocal arrangement for parking enforcement in city council car parks. The new contract will provide the opportunity of future expansion of CPE to other Districts with the opportunity for partnership working, where this is agreed.

f. Public Health Implications

There are no significant implications within this category

Source Documents	Location
Civil Parking Enforcement Contract 2010 - 2015	The Old Police Station, Shire Hall, Cambridge