

Parking Enforcement & Permits System

- To: Highways and Transport Committee
- Meeting Date: 25th January 2022
- From: Steve Cox - Executive Director, Place and Economy
- Electoral division(s): Cambridge City, South Cambridgeshire District and potentially Fenland District
- Key decision: Yes
- Forward Plan ref: 2022/013
- Outcome: To consider authorising to procure a Parking Information Technology (IT) system and delegate the authority to award the contract following a full procurement process.
- Recommendation: The Highways and Transport Committee is recommended to:
- a) Authorise Cambridgeshire County Council (CCC) to commence the procurement for the IT contract for Civil Parking Enforcement (CPE) and Parking Permit System for a term of two years from June 2022 with an option to extend for two years, through the Eastern Shires Purchasing Organisation: and
 - b) Delegate the authority to the Executive Director, Place & Economy, in consultation with the Chair of the Highways and Transport Committee, to appoint contractors following a competitive process and complete all necessary contractual documents in accordance with Council Procedures.

Officer contact:

Name: Sonia Hansen
Post: Traffic Manager
Email: Sonia.hansen@cambridgeshire.gov.uk
Tel: 07557 812777

Member contacts:

Names: Councillors Peter McDonald and Gerri Bird
Post: Chair/Vice-Chair
Email: peter.mcdonald@cambridgeshire.gov.uk
Gerri.bird@cambridgeshire.gov.uk
Tel: 01223 706398

1. Background

- 1.1 The current Information Technology contract for Civil Parking Enforcement was awarded to Conduent Parking Enforcement Solutions Limited in 2018 and runs out 2022. This facilitates the full process of issuing a Penalty Charge Notice and Permits systems.
- 1.2 All costs will be met by income recovered from Penalty Charge Notice and Permits. These systems facilitate the Authority's objectives to keep Cambridge moving and support the use of public transport and enforce restrictions.

2. Main Issues

- 2.1 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), and bus lane/gate enforcement via cameras. A key aim of the procurement is to ensure we have an effective system which can manage the introduction of the Traffic Management Act 2004 (TMA), Part 6 (further powers to enforce moving traffic offences) and allows us to develop processes for environmental charging.
- 2.2 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.
- 2.3 The objectives of Civil Parking Enforcement are to manage parking to:
 - reduce congestion, keep traffic flowing and keep Cambridgeshire moving
 - support the use and expansion of Park & Ride
 - ensure the priority of Public Transport by managing bus lanes and bus gates
 - reduces delays for emergency services
 - support Business and the Communities by addressing inappropriate parking
 - encourages correct, sensible, and safe parking
 - improve compliance with parking restrictions
 - ensure designated parking spaces are used only by those they are intended for

 - improves air quality, health, and the general environment
 - r
- 2.4 A competition will be undertaken using Eastern Shires Purchasing Organisation (ESPO) Framework 509 (Parking Management Solutions Lot 4: Civil Enforcement Solutions). 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 Official Journal of the European union (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 Communities at the heart of everything we do

The following bullet points set out details of implications identified by officers:

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

3.2 A good quality of life for everyone

The following bullet points set out details of implications identified by officers:

- Address persistent, dangerous, obstructive parking
- Improved access for all who use the highway (including pavements)
- Reduce congestion and improve air pollution

3.3 Helping our children learn, develop and live life to the full

There are no significant implications for this priority.

3.4 Cambridgeshire: a well-connected, safe, clean, green environment

The following bullet points set out details of implications identified by officers:

- Address persistent, dangerous, obstructive parking to ensure the free flow of traffic
- Improved access for all who use the highway (inc. footways)
- Reduce congestion and improve air pollution

3.5 Protecting and caring for those who need us

The following bullet points set out details of implications identified by officers:

- Addresses obstructive parking, improves accessibility and safety for all that use the highway (including pavements).

4. Significant Implications

4.1 Resource Implications

The following bullet points set out details of implications identified by officers:

- All works to be completed by Council Parking officers with support of legal and procurement officers.

4.2 Procurement/Contractual/Council Contract Procedure Rules Implications

The following bullet points set out details of implications identified by officers:

- All works to be completed by Council Parking officers with support of legal and procurement officers adhering to Council procurement requirements.

4.3 Statutory, Legal and Risk Implications

The following bullet points set out details of implications identified by officers:

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

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

4.4 Equality and Diversity Implications

There are no significant implications for this priority.

4.5 Engagement and Communications Implications

There are no significant implications for this priority.

4.6 Localism and Local Member Involvement

The following bullet points set out details of implications identified by officers:

- Government seeks a partnership approach to Civil Parking Enforcement with Districts working with Counties to provide a joined-up parking enforcement service. The new contract will provide the opportunity of future expansion of Civil Parking Enforcement to other Districts, with the opportunity for partnership working, where this is agreed.

4.7 Public Health Implications

The following bullet points set out details of implications identified by officers:

- The proposed system will help and support the effective management and impact on reducing congestion and improving air quality.

4.8 Environment and Climate Change Implications on Priority Areas

4.8.1 Implication 1: Energy efficient, low carbon buildings.

Positive/neutral/negative Status: **Neutral**

Explanation:

4.8.2 Implication 2: Low carbon transport.

Positive/neutral/negative Status: **Neutral**

Explanation:

4.8.3 Implication 3: Green spaces, peatland, afforestation, habitats, and land management.

Positive/neutral/negative Status: **Neutral**

Explanation:

4.8.4 Implication 4: Waste Management and Tackling Plastic Pollution.

Positive/neutral/negative Status: **Neutral**

Explanation:

4.8.5 Implication 5: Water use, availability and management:

Positive/neutral/negative Status: **Neutral**

Explanation:

4.8.6 Implication 6: Air Pollution.

Positive/neutral/negative Status: **Positive**

Explanation: Civil Parking Enforcement local authorities effectively manage and enforce on and off-street parking areas to prevent inconsiderate and obstructive parking which help to keep traffic moving and reduces vehicle emissions.

4.8.7 Implication 7: Resilience of our services and infrastructure and supporting vulnerable people to cope with climate change.

Positive/neutral/negative Status: **Neutral**

Explanation:

Have the resource implications been cleared by Finance?

Yes

Name of Financial Officer: Sarah Heywood

Have the procurement/contractual/ Council Contract Procedure Rules implications been cleared by the LGSS Head of Procurement?

Yes

Name of Officer: Henry Swan

Has the impact on statutory, legal and risk implications been cleared by the Council's Monitoring Officer or LGSS Law?

Yes

Name of Legal Officer: Fiona McMillan

Have the equality and diversity implications been cleared by your Service Contact?

No

Name of Officer:

Have any engagement and communication implications been cleared by Communications?

No

Name of Officer:

Have any localism and Local Member involvement issues been cleared by your Service Contact?

Yes

Name of Officer: David Allatt

Have any Public Health implications been cleared by Public Health?

Yes

Name of Officer: Iain Green

If a Key decision, have any Environment and Climate Change implications been cleared by the Climate Change Officer?

Yes

Name of Officer: Emily Bolton

5. Source documents guidance

5.1 Source documents

- Eastern Shire Purchasing Organisation Framework 509 (Parking Management Solutions Lot 4: Civil Enforcement Solutions).
- Traffic Management Act Enforcement Manual

5.2 Location

[Parking Management Solutions \(espo.org\)](http://espo.org)

[County TMA Enforcement Manual May 2015 \(cambridgeshire.gov.uk\)](http://cambridgeshire.gov.uk)