



CABINET

19TH JANUARY 2017

AGENDA ITEM (9)

EXTENSION TO CONTRACT - OFF-STREET PARKING SERVICES

Accountable Member	Councillor C Hancock Cabinet Member for Enterprise and Partnerships
Accountable Officer	Claire Locke Head of Environmental and Commercial Services 01285 623000 claire.locke@cotswold.gov.uk

Purpose of Report	To consider exercising the contractual right for a three-year extension to the current Parking Management Enforcement contract.
Recommendation(s)	That the current contract for the provision of off-street parking services to the Council be extended for a further period of three years, up to 31st March 2020.
Reason(s) for Recommendation(s)	The current service contract, held by APCOA Parking (UK) Ltd., is a framework shared across Gloucestershire, which enables the Council to benefit from economies of scale. The County Council, as the lead authority for the contract, has decided to extend its call-off from the contract until March 2020. The proposed extension will enable this Council to ensure it has a continuous arrangement in place for the management of the parking service whilst providing best value.

Wards Affected	Abbey; Bourton Vale; Campden & Vale; Moreton West; New Mills; St Michael's; Stow; Tetbury East; Tetbury West; Watermoor
Key Decision	No
Recommendation to Council	No

Financial Implications	<p>The contractual costs are met from within the Parking Services revenue budgets and are approximately £85,000 per annum. This revenue expenditure is off-set by the income generated from Pay and Display parking charges, permits and parking charge notices.</p> <p>APOCA Parking (UK) Ltd. currently undertakes on-street and off-street parking enforcement on behalf of this Council and the County Council. This enables efficiencies to be made as an Enforcement Officer is able to make checks both on the street and in car parks in one visit. If a service was to be procured for off-street enforcement only, the proportional costs for providing that service would be likely to increase considerably. This option was discounted when the</p>
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	County Council originally outsourced on-street enforcement as it was considered to be too expensive for the District Council.
Legal and Human Rights Implications	None
Environmental and Sustainability Implications	None
Human Resource Implications	None
Key Risks	Any changes to service provision would require a new procurement exercise, which would be time-consuming and, possibly, would incur increased costs for the Council. This framework requires the use of the same ICT back-office parking system as used by the County Council and, by not agreeing to an extension to the contract, this Council might need to procure a new ICT system also.
Equalities Analysis	No effect on protected groups identified

Related Decisions	Future Provision of Off-Street Parking Enforcement - Cabinet - 17 th January 2013 (Minute CAB.107 refers).
Background Documents	None
Appendices	None

Performance Management Follow Up	(i) Implement Cabinet decision. (ii) The contract is managed and monitored continuously. The Parking Team meets with the contractor twice monthly to review performance, and the contract has key performance indicators relating to performance at each call-off.
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Options for Joint Working	This framework contract is shared with Gloucestershire County Council, Forest of Dean District Council, Gloucester City Council and Tewkesbury Borough Council.
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Background Information	
1.	In January 2013, the Cabinet considered a business case relating to retention of an in-house parking service or outsourcing through a joint framework agreement with Gloucestershire County Council. The Cabinet decided to outsource the service.
2.	Economies of scale were identified, and the Council called-off three years from the framework. At a Meeting on 8 th June 2016, Gloucestershire County Council's Cabinet decided to extend the County Council's call-off until 31 st March 2020.
3.	A requirement of the framework contract is for this Council to use the same back-office ICT system as the County Council. As the ICT and parking services are linked, and the framework contract does achieve economies of scale across the County, it is considered to be economically advantageous for the call-off period to be co-terminus with that of the County Council.

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