

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:

4200

Author:

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Department:

Commercial and Operations

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Subject:

On-street parking payment mechanism review

Total Value:

£152,000 (Type: Revenue)

Decision Being Taken:

- 1) To approve the proposed on-street parking payment review outcomes.
- 2) To approve the expenditure for the replacement of on-street parking pay and display equipment to be funded from the revenue budget.
- 3) To delegate authority to the Corporate Director for Resident Services to award a contract under a call-off from an existing ESPO Framework for the provision of the required retro-fit works.

Reasons for the Decision(s)

As part of the budget savings approved in Sept 2020 an ongoing saving of £100k was accepted and included in the Councils' MTFP. This saving was achieved by a drawdown from the 'Maintaining Car Parks' earmarked reserve in 2020/21 and the saving for 2021/22 onwards was achieved through staffing reductions based on the review of on-street payment machines in the city.

Approval is requested for this final stage of the project to spend £152K to retro refit the on-street P&D machines as agreed by full council in Sept 2020 to realise the full savings within this agreed budget proposal. The expenditure for this project will be funded from the parking services revenue budget. The original costs for was approximately £300k for full replacement of the on-street P&D stock which is at the end of life, this budget saving proposal for the reduction and retro refits will only require approval for £152K as opposed to £300K creating further savings.

The existing pay and display machine infrastructure consists of aging stock (purchased in 2011) with high maintenance and running costs, slow cash and card payments and now requires replacing. Considerations needing to be taken into account include having an adequate and reliable provision for taking on-street parking payments; understanding the impact on customers and the environment and the need to make better use of Council resources. Parking Services therefore proposes the following:

1. An overall reduction (40%) of on-street payment machines to move towards a more cashless approach. Card and contactless payments will be available at all of the remaining machines but machines taking cash will be reduced. However, customers preferring to continue to pay with cash will be able to use PayPoint locations throughout the city to pay for their on-street parking. In all locations customers will still be able to pay for parking with a pay by phone provider.
2. Replacing the remaining machines with a 'retrofit' solution which involves keeping the existing machine cabinets and just replacing the inner hardware and software systems. This option offers updated technology and reliability, including new contactless payment facilities but without the cost and disruption of civil works.

Calling-off from an ESPO Framework will negate the need to go out to tender and funding will be sourced from Parking Services revenue budget.

A consultation survey on the proposals and a trial period of the retrofit equipment has been undertaken. Further information is included within the attached document including consideration of the responses received.

Briefing notes documents:

210309-v1.0-DDM Survey Report-HO-KD-RF-P62.docx

Other Options Considered:

Do nothing - Rejected as there would be on-going maintenance and support with equipment becoming more unreliable and damaging to the Council's reputation and income will be affected if payments can't be collected.

To replace all existing machines with new - Rejected as initial capital cost for this would be in the region of £300k, compared with £152k for the preferred option. There would also be additional disruptive civil works to replace old machines with new.

Background Papers:

None

Published Works:	None
Affected Wards:	Castle, Hyson Green and Arboretum, St Ann's
Colleague / Councillor Interests:	None
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	By reducing the number of on-street cash machines we would hope to reduce the incidents of thefts from machines.
Equality:	Please login to the system to view the EIA document: 200821-v1.2-Parking Payment Mechanism Review EIA-MJR-E11EDI.docx
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	07/05/2021
Advice Sought:	Legal, Finance, Procurement, Equality and Diversity
Legal Advice:	<p>The proposals in this report raise no significant legal issues and are supported.</p> <p>A consultation process has been undertaken to determine the impact and views of citizens of the proposals. As part of the review, the responses to the consultation have been considered and an EIA completed to understand the potential impact should the proposals be implemented. As detailed within the EIA, it will be important to keep a review following implementation of the proposals particularly in light of changes to the use of machines as and when there is more travel to and parking requirements within the city.</p> <p>It is understood that a contract for the provision of the retrofit services can be awarded under a call-off contract from an ESPO framework agreement, which will ensure compliance with the Council's Contract Procedure Rules.</p> <p>Legal services will assist as required with respect to the necessarily contractual arrangements.</p> <p>Advice provided by Dionne Claire Screamon (Solicitor) on 17/03/2021.</p>

Finance Advice:

The review of on-street parking payment mechanisms was accepted as a budget saving in the 2020/21 Interim Budget process. The saving accepted was an ongoing saving of £0.100m which will be achieved in 2021/22 on through the reduction of running costs associated with the payment mechanism and a reduction in staffing costs due to the reduced maintenance requirements.

The review has identified that a number of machines through the city need to be retrofit with contactless payment technology, the cost of this has been estimated by Parking Services at £0.152m with the equipment being procured through the ESPO framework. The expenditure will be funded from Parking Services revenue budget, the cost of the retrofit has been factored into the MTFP saving meaning there will be no pressure on 2021/22 budgets.

Should the cost of the payment mechanism be higher than estimated the resultant pressure will need to be managed within Parking Services' revenue budget. Finance will support Parking Services as required to mitigate this risk and ensure that value for money is achieved.

Advice provided by Matthew Connell (Commercial Business Partner) on 13/04/2021.

Procurement Advice:

The Procurement Team will assist with the call off from the ESPO contract and this decision raises no significant procurement concerns.

Advice provided by Paul Ritchie (Lead Procurement Officer) on 31/03/2021.

Equality and Diversity Advice:

The EIA for this was approved 21/08/2020. Any changes or updates will need to be updated on EIA accordingly.

Regular reviews were also suggested to ensure that the change is fit for purpose, again the EIA will need to be updated following any review.

Existing pay machines will continue to be in place in City Centre locations for those that prefer to pay by cash, need to ensure that citizens/ customers are made aware of locations that will not be taking cash payments well in advance.

Advice provided by Nasreen Miah (Equality & employability consultant) on 15/03/2021.

Signatures

Rosemary Healy (Portfolio Holder Highways, Transport, Cleansing)

SIGNED and Dated: 29/04/2021

Andrew Errington (Director of Community Protection)

SIGNED and Dated: 26/04/2021