

# Nottingham City Council Delegated Decision



**Nottingham**  
**City Council**

<b>Reference Number:</b>	<b>1840</b>
<b>Author:</b>	<b>Celia Lyn Jenkins</b>
<b>Department:</b>	<b>Communities</b>
<b>Contact:</b>	<b>Celia Lyn Jenkins</b> <b>(Job Title: Processing and Enforcement Manager, Email: celia.jenkins@nottinghamcity.gov.uk, Phone: 01158761525)</b>
<b>Subject:</b>	<b>Award of contract to Euro Parking Collection PLC (EPC) to collect debts relating to outstanding Penalty Charge Notices in respect of foreign vehicles</b>
<b>Total Value:</b>	<b>Potentially £30,000 over 2 years (Type: Revenue)</b>
<b>Decision Being Taken:</b>	<b>1 To award a contract to Euro Parking Collection PLC (EPC) for a period of 2 years for the collection of fines given to foreign vehicles.</b> <b>2 To grant a dispensation in accordance with Financial Regulations 3.29 from Contract Procedure Rule 5.1.1 to carry out a quotation process</b>
<b>Reasons for the Decision(s)</b>	<b>Nottingham City Council has a strong record for sustainable transport and wishes to strengthen its consistent approach to enforcement of road safety and parking restrictions. There is a longstanding anomaly which is the inability to pursue non-payment of debts by owners of foreign vehicles. The Council would need to buy in this service as there is only one provider in the UK which can deliver this adequately at the moment. The Council would issue this contract for 2 years while it explores the market and may look to work in partnership with other Local Authorities. The proposed contract would provide good value for money. EPC does not charge for the service until it has collected money from the owner/lessor of the vehicle and will then invoice the Council for 30% of money collected. It is envisaged that about £45,000 will be collected over the two year period, with the Council receiving just over £30,000. EPC provides this service for other local authorities including Nottinghamshire</b>
<b>Other Options Considered:</b>	<b>No other options available.</b>
<b>Background Papers:</b>	<b>None</b>

<b>Published Works:</b>	None
<b>Affected Wards:</b>	Citywide
<b>Colleague / Councillor Interests:</b>	None
<b>Dispensation from Financial Regulations:</b>	Yes
<b>Consultations:</b>	Those not consulted are not directly affected by the decision.
<b>Crime and Disorder Implications:</b>	There are no Crime and Disorder implications.
<b>Equality:</b>	EIA not required. Reasons: This is not a new or changing policy, service or function.
<b>Social Value Considerations:</b>	Not applicable - below the Social Value threshold.
<b>Decision Type:</b>	Portfolio Holder
<b>Subject to Call In:</b>	Yes
<b>Call In Expiry date:</b>	13/02/2015
<b>Advice Sought:</b>	Legal, Finance, Procurement
<b>Legal Advice:</b>	<p>The decisions set out in this report do not raise any significant legal issues.</p> <p>This is a low value contract in respect of the expenditure commitment by the Council that would usually be subject to a procurement exercise seeking quotations from at least 3 providers. On the basis that it is considered that there is only one company that can deliver the services at this time, and that the contract is for a fixed period of 2 years then Legal Services support the proposed decision.</p> <p>Advice has been provided in respect of the contractual provisions governing the proposed arrangement.</p> <p>Advice provided by Naomi Vass (Senior Solicitor) on 20/08/2014 - confirmed still correct 06/02/2015.</p>

**Finance Advice:**

The income resulting from this decision will amount to £30,000 over a two year period. This sum takes account of the fees that will be charged against the amount recovered, a total of £43,000.

The decision to grant dispensation from the Council's Contract Procedure Rules in accordance with paragraph 3.29 of the Council's Financial Regulations appears reasonable as there is only one company providing this service.

Advice provided by Ian Greatorex (Finance Business Partner) on 07/11/2014.

**Procurement Advice:**

Due to this being a relatively low value contract (£30k) and there being one supplier that can do the work then procurement support the proposed decision. If in the future further suppliers are identified competitive quotes should be sought.

Advice provided by John Watson (Category Manager) on 10/09/2014 - confirmed still correct by Jane Jones (Procurement Officer) 06/02/2015.

**Signatures**

Jane Urquhart (Portfolio Holder Planning and Transport)
SIGNED and Dated: 05/02/2015
John Kelly (Corporate Director Community Services)
SIGNED and Dated: 03/02/2015
Geoff Walker (Acting Head of Strategic Finance) - Dispensation from Financial Regulations
SIGNED and Dated: 02/02/2015
Chief Financial Officer's Comments: