

**Report to** Cabinet  
10 June 2020  
**Report of** Director of strategy and culture  
**Subject** IT contract renewal – Civil enforcement solutions

**Item**

14

## KEY DECISION

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### Purpose

To seek approval to delegate authority to award the contract for Civil enforcement solutions

### Recommendation

To delegate authority to the director of strategy and culture in consultation with the cabinet member for resources to award a contract for the purchase of Parking 3Sixty software and associated items.

### Corporate and service priorities

The report helps to meet the corporate priority of a Healthy Organisation.

### Financial implications

The parking enforcement service is a county function which Norwich City Council carries out on behalf of Norfolk county council. The estimated budget is approximately £220k over a 4 year period. This is already included within existing IT Services budgets and will be recharged to Norfolk County Council as part of the service provided to them.

**Ward/s:** All Wards

**Cabinet member:** Councillor Kendrick - Resources

### Contact officers

Nikki Rotsos, Director of strategy and culture 01603 212211

Jane Allen, Service improvement manager, IT Services 01603 212497

### Background documents

None

# **Report**

## **Background**

1. Parking enforcement is a function that Norwich City Council carries out on behalf of Norfolk County Council.
2. We currently have a contract with ICES Limited (Imperial civil enforcement solutions) as the supplier of Parking 3Sixty software and associated items which expires at the end of July 2020.
3. This software is used by Parking Operations and the Civil Enforcement Officers for the enforcement of parking policy in the city. This includes licences for the equipment used by the CEOs as part of their patrols, the system that generates the penalty charge notices (PCNs) and also the online payment/dispute process for the notices.
4. A new agreement is required to continue to be able to enforce parking policy in the city.

## **Tender process**

5. The expiry of the current contract requires a new procurement.
6. Frameworks have been identified with both Crown Commercial Services (CSS) and G Cloud which will allow a direct award for this software and associated items.

## **Timescales**

7. Delegated authority will allow the new procurement to progress to replace the current contract which is due to expire at the end of July 2020.

## Integrated impact assessment



**NORWICH**  
City Council

### Report author to complete

<b>Committee:</b>	Cabinet
<b>Committee date:</b>	10 June 2002
<b>Director / Head of service</b>	Nikki Rotsos, Director of strategy and culture
<b>Report subject:</b>	IT contract renewal – Civil enforcement solutions
<b>Date assessed:</b>	20 May 2020

	Impact			
Economic (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Finance (value for money)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Funding will be covered via existing ICT services budget
Other departments and services e.g. office facilities, customer contact	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ICT services	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Economic development	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Financial inclusion	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Social (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Safeguarding children and adults	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>S17 crime and disorder act 1998</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Human Rights Act 1998	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Health and well being	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

	Impact			
Equality and diversity (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Relations between groups (cohesion)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Eliminating discrimination & harassment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Advancing equality of opportunity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Environmental (please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Transportation	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Natural and built environment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Waste minimisation & resource use	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Pollution	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sustainable procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Energy and climate change	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
(Please add an 'x' as appropriate)	Neutral	Positive	Negative	Comments
Risk management	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Recommendations from impact assessment
Positive
Negative
None
Neutral
None
Issues
None