

Notice of Non-key Executive Decision

This Executive Decision Report is part exempt and Appendix A is not available for public inspection as it contains exempt information within the meaning of paragraph 3 of Schedule 12A to the Local Government Act 1972. It is exempt because it refers to information relating to financial or business affairs of a particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

Subject Heading:	Approval to award the contract for the provision of new Pay and Display machines, and associated services.
Decision Maker:	Imran Kazalbash, Director of Environment
Cabinet Member:	Councillor Barry Mugglestone, Cabinet Member for Environment
SLT Lead:	Neil Stubbings, Strategic Director of Places
Report Author and contact details:	Jo Green, Parking Manager jo.green@havering.gov.uk
Policy context:	Parking Strategy
Financial summary:	The initial purchase and installation of approximately 70 pay and display machines carries an estimated cost of £0.225m, this will be funded from the Capital Allocation C30010. Maintenance and Payment Service Provision costs of £0.193m over an initial term of three years with an option for the Council to extend the

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	term for a further two years will be paid from revenue A24600 and A24500.
Relevant OSC:	Places Overview & Scrutiny Sub Committee
Is this decision exempt from being called-in?	The decision will be exempt from call in as it is a Non key Decision

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The subject matter of this report deals with the following Council Objectives

People - Things that matter for residents

X Place - A great place to live, work and enjoy

Resources - A well run Council that delivers for People and Place.

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

The Director of Environment is recommended to approve the award of a contract, for the supply, installation and maintenance of approximately 70 new Pay & Display machines, and associated services, to Flowbird Smart City Limited, commencing in November 2023, for an initial term of three years with an option for the Council to extend the term for a further two years, at an estimated value of £418,030.00.

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3 – Responsibility for Functions of the Council’s Constitution

3.3 Powers of Members of the Senior Leadership Team

Contract powers

(b) To award all contracts with a total contract value of between £500,000 and £5,000,000 other than contracts covered by Contract procedure Rule 16.3.

STATEMENT OF THE REASONS FOR THE DECISION

The Director of Environment is asked to approve the award of contract to Flowbird Smart City Limited for the supply, installation and maintenance of approximately 70 new Pay & Display machines.

The contract was procured using the CCS Framework RM6118 Lot 2 for PAY & DISPLAY SOLUTIONS. The Council ran a further competition through the framework. The Council received three submissions.

The bids were assessed against an evaluation criterion of Price (50%) and Quality (50%).

Bidders were asked to provide responses to six method statement questions, which were evaluated by three evaluators and a consensus score agreed.

Bidders were also asked to submit pricing for the supply, install and maintenance of 70 new Pay & Display machines.

The procurement exercise delivered three high standard bids and the evaluation team felt confident that all of the suppliers would be able to deliver the service required. Following the evaluations, it was agreed that Flowbird Smart City Limited offered the most economically advantageous tender (MEAT) based on the bids provided, and therefore the Council intends to award the contract to them.

Exempt appendix A contains details of the pricing scores for the procurement exercise.

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Expenditure

The estimated full value of the contract is £418,030.00 over 5 years. The capital funding costs of £224,980 (C30010) are based on the supply and installation of the Pay & Display machines only.

Efficiency Gains & Benefits Realisation

This contract will enable Havering to deliver a more cost effective pay and display service, including the introduction of Contactless Payment.

The new machines, which will be deployed across the busy town centres of the borough will have the enhanced facility of accepting contactless payment.

This improved system should provide a more effective pay and display service for residents and visitors thereby resulting in better parking management on Havering streets.

Social Value

This contract will deliver a mechanism for the Council to ensure that downtime of pay and display machines is kept to a minimum thereby providing more facilities for Residents and Visitors to pay for parking whilst maximising revenue. New machines will in turn reduce the financial burden on repairs, parts and call out charges.

Environmental Aspects

The bidder provided an in-depth response on how they will support the Council towards the government target of net zero by 2050.

OTHER OPTIONS CONSIDERED AND REJECTED

To remove all Pay & Display machines from across the borough as part of a phased approach and introduce cashless parking (pay by phone). This option has been considered but deemed disadvantageous to those motorists who do not have a mobile phone to pay for parking.

PRE-DECISION CONSULTATION

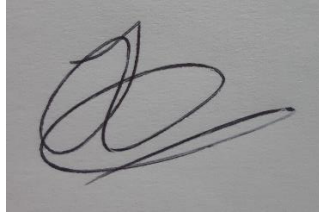
There was engagement with Councillor Mugglestone, Lead Member for Environment, Imran Kazalbash, Director of Environment, Mark Hodgson, Head of Highways, Traffic & Parking, Gateway Review Group and Business Partners

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NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Jo Green

Designation: Parking Manager

A square box containing a handwritten signature in black ink. The signature is stylized and appears to be 'Jo Green'.

Signature:

Date: 20/10/2023

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HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

The reduction of machines and removal of cash facility may reduce staffing needs within the Car parks service area. Any reduction or other impact on staffing levels or on job roles will be dealt with in accordance with the Council's Organisational Change policy and procedure.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have due regard to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

The Council is committed to all the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socioeconomics and health determinants.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

There are no Environment and Climate change implications or risks for this decision.

BACKGROUND PAPERS

None

APPENDICIES

Appendix A *Pricing Score P&D Contract Award* *Exempt*

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Part C – Record of decision

I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker



Signed

Name: Imran Kazalbash

Cabinet Portfolio held:

CMT Member title:

Head of Service title

Other manager title: Director for Environment

Date: 20th October 2023

Lodging this notice

The signed decision notice must be delivered to Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____