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E-mail: GNoall@lancaster.gov.uk
Our reference: GN/TS/UB72
Your reference:

Councillor Stuart Langhorn,
Leader of Cabinet,

Councillor Malcolm Thomas,
Cabinet Member with
Responsibility for Property Services

HEAD OF DEMOCRATIC SERVICES

Town Hall
Dalton Square
Lancaster
LA1 1PJ

DX 63531

10^h July 2009

Dear Councillor,

URGENT BUSINESS – Civil Parking Enforcement

Members are requested to consider the attached report, which identifies the procurement options for the operation Civil Parking Enforcement (CPE) after the expiry of the current Agency Agreement with Lancashire County Council in September 2009.

Members of Cabinet and Overview and Scrutiny Committee recently received a Cabinet Briefing Note on the arrangements for Civil Parking Enforcement (CPE) that are due to change in September. The note outlined the current position with the procurement options for the provision of various off-street parking services. A copy of the briefing note is attached to the report at **Appendix A**.

Team Lancashire and Lancashire County Council have now confirmed their preferred options and contractors and officers have evaluated the operational and financial implications of each procurement exercise. This report provides further information on these proposals and evaluations.

The background to this report is outlined in the earlier briefing note. A decision now needs to be made on which option is to be chosen for the provision of off-street car park enforcement, back office notice processing services and cash in transit (CIT) arrangements to coincide with the current contractual arrangements terminating in September. This is when the County Council assumes responsibility for the on-street element of parking enforcement in the Lancaster district.

An urgent business decision is required to enable the contractor and service providers to introduce their arrangements by September. Any delays in implementing the urgent business decision will make it extremely difficult to guarantee that the necessary arrangements will in place by the required deadline.

The recommendations are:-

- (1) That the County Council be selected for the provision of off-street parking enforcement and back office services including Cash in Transit from September 2009 subject to County wide consultation and there being no significant changes in agreeing the final level of charges.**
- (2) That the Corporate Director (Regeneration) in consultation with the Head of Legal and Human Resources, Head of Property Services and Head of Financial Services be authorised to enter into the necessary contracts to ensure the delivery of the above services from September 2009.**
- (3) That the County Council provides appropriate levels of enforcement in residents parking zones and liaises with the City Council's parking team over this requirement.**
- (4) That the Overview & Scrutiny Chairman be consulted with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable immediate implementation.**

The approval of the Chief Executive in consultation with the Chairman of the Overview and Scrutiny Committee has also been sought to this action in accordance with Overview and Scrutiny Committee Procedure Rule 17(a).

I would be grateful if you could complete the attached slip, signifying whether you are in agreement with the recommendation or not, and return it to the Town Hall as soon as possible. In the meantime, could you please telephone Tom Silvani on 582132, or e-mail tsilvani@lancaster.gov.uk, with your decision.

Yours sincerely,

HEAD OF DEMOCRATIC SERVICES

Enc.

URGENT BUSINESS – Civil Parking Enforcement

Councillor Consultation

*I am/~~am not~~ (***please delete as appropriate**) in agreement with the recommendation:-

- (1) That the County Council be selected for the provision of off-street parking enforcement and back office services including Cash in Transit from September 2009 subject to County wide consultation and there being no significant changes in agreeing the final level of charges.
- (2) That the Corporate Director (Regeneration) in consultation with the Head of Legal and Human Resources, Head of Property Services and Head of Financial Services be authorised to enter into the necessary contracts to ensure the delivery of the above services from September 2009.
- (3) That the County Council provides appropriate levels of enforcement in residents parking zones and liaises with the City Council’s parking team over this requirement.
- (4) That the Overview & Scrutiny Chairman be consulted with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable immediate implementation.

Signed: Stuart Langhorn -----

Name: Councillor Stuart Langhorn -----

Position Held: Leader of Cabinet-----

Dated: 10th July 2009-----

Councillor Consultation

*I am/~~am not~~ (***please delete as appropriate**) in agreement with the recommendation:-

- (1) That the County Council be selected for the provision of off-street parking enforcement and back office services including Cash in Transit from September 2009 subject to County wide consultation and there being no significant changes in agreeing the final level of charges.
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- (3) That the County Council provides appropriate levels of enforcement in residents parking zones and liaises with the City Council’s parking team over this requirement.
- (4) That the Overview & Scrutiny Chairman be consulted with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable immediate implementation.

Signed: Malcolm Thomas -----

Name: Councillor Malcolm Thomas -----

Position Held: Cabinet Leader with Responsibility for Property Services-----

Dated: 10th July 2009-----

Chief Executive Decision

*I agree/~~do not agree~~ (***please delete as appropriate**) to exercise my delegated authority and approve:-

- (1) That the County Council be selected for the provision of off-street parking enforcement and back office services including Cash in Transit from September 2009 subject to County wide consultation and there being no significant changes in agreeing the final level of charges.
- (2) That the Corporate Director (Regeneration) in consultation with the Head of Legal and Human Resources, Head of Property Services and Head of Financial Services be authorised to enter into the necessary contracts to ensure the delivery of the above services from September 2009.
- (3) That the County Council provides appropriate levels of enforcement in residents parking zones and liaises with the City Council's parking team over this requirement.
- (4) That the Overview & Scrutiny Chairman be consulted with a view to waiving call in, in accordance with Overview & Scrutiny Procedure Rule 17, to enable immediate implementation.

Signed: Mark Cullinan-----
Chief Executive

Dated: 13th July 2009-----

Please return to: Tom Silvani,
Democratic Services,
Town Hall,
Dalton Square,
LANCASTER. LA1 1PJ

Ref: UB72