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|------------------------------------|--------------------------------|---|---------------------------------|
| Item No. 17. | Classification: Open | Date: 10 July 2023 | Meeting Name: Cabinet |
| Report title: | | Gateway 3 – Variation Decision Parking and Traffic enforcement and associated services contract | |
| Ward(s) or groups affected: | | All | |
| From: | | Councillor James McAsh, Climate Emergency, Clean Air and Streets | |

FOREWORD - COUNCILLOR JAMES MCASH, CABINET MEMBER FOR CLIMATE, EMERGENCY, CLEAN AIR AND STREETS

Our Streets for People strategy sets out how we will reclaim space for our communities to connect and socialise, to make healthy and safe journeys, to support a thriving local economy, and to protect our natural world.

This is only possible with effective enforcement of our parking protocols. Through this contract, I am delighted that we can expand our capacity to improve safety across our streets.

RECOMMENDATIONS

1. That cabinet approves the variation of the parking and traffic and associated services contract with APCOA Parking UK Ltd to utilise the available contract extension to extend the term of the contract for a period of three years from 1 June 2024 to 31 May 2027 in the sum of £4,150,611 p.a. and £12,451,833 across the three-year extension period.
2. That cabinet approves a variation of the existing contract with APCOA Parking UK Ltd for parking enforcement and associated services as outlined in paragraphs 10 to 11 in the sum of £2,578,309 p.a to provide an additional 48 civil enforcement officers (CEO) up to a total value of £9,668,660 for the period from 1 September 2023 to January to 31 May 2027 (three years and nine months - 45 months).
3. That cabinet approves a variation of the existing contract with APCOA Parking UK Ltd for parking enforcement and associated services as outlined in paragraphs 10 to 11 in the sum of £583,036 to enable the one-off purchase of additional automatic number plate recognition (ANPR) safety cameras for bus lanes and two new bases (plus equipment) by January 2024.
4. That cabinet delegates to the Director of Environment approval to purchase additional ANPR cameras to a value of up to £2million, which may be required at a later date for the purpose of enforcement, and contribution to the delivery of the objectives of the Streets for People Strategy.

5. That cabinet notes that a Gateway 0 to detail pre-procurement strategic assessment including consideration of all those options as detailed in paragraphs 20 to 26 of this report will be brought in quarter two in 2025.

BACKGROUND INFORMATION

6. The current parking enforcement and associated services contract commenced on 01 June 2020 for a period of four years (with two separate three-year extension options) following a Gateway 2 approved by cabinet in January 2020.

What the contract covers?

7. The contract is borough-wide covering:
 - On street parking enforcement and CCTV enforcement of parking, bus lanes and moving traffic contraventions (such as no entries)
 - Enforcement of two off-street car parks (Cerise Rd and Choumert Rd) and the Parks Service car parks
 - Implementation of the suspension of parking bays
 - Parking IT including, enforcement back office, permits and suspensions.
8. Enforcement services are also provided to Housing on the estates and use the shared parking IT systems.
9. The contract is based on enforcement of the whole borough albeit 32% of the borough does not have controlled parking.
10. The contract is largely output based and specifies the standard to be achieved; for example the quality of PCNs issued. The contract is priced on an open book contract management basis for each type of work.

KEY ISSUES FOR CONSIDERATION

Key Aspects of Proposed Variations

11. This report is recommending the extension of the contract by a further three years from 1 June 2024. This is a permitted because this is the first of two optional three-year extension periods as contained within the original contract term.
12. This report is also recommending a variation to the contract to include additional civil enforcement officers, additional ANPR cameras and two new bases plus equipment. This is permitted because the provisions of the contract allow variations and updates to the scope of the services covered

by the contract such as these (through the Parking Management Board and change control procedure).

Reasons for Variations

13. Extension of the contract for a further three-year period. There is also a need to increase the number of ANPR cameras to enforce a further eight bus lanes as well as the need to deploy additional civil enforcement officers (including two new bases) to enforce the wider controlled parking in the borough.
14. This variation has a number of benefits as outlined in paragraphs 14 and 17 of this report.

Future Proposals for this Service

Streets for People

15. The majority of our residents do not own or have access to a car; parked cars take up valuable kerbside space that could be used for the other things people want on their streets. Many car journeys are short and can be done on foot, bike or bus instead. The council's Streets for People Strategy aims to manage the kerb space effectively and includes investing in making walking and cycling easier for all those who can, fewer car journeys will ease congestion, improve road safety and reduce air pollution.
16. This contract significantly contributes to the overall vision of the Streets for People Strategy, which is to reclaim space for our communities to connect and socialise; for safe and healthy journeys; a thriving local economy, and our natural world in that the main function of the contract is to regulate vehicles using the highway.

Additional Civil Enforcement Officers

17. There is a need for additional civil enforcement officers to be deployed within the contract in order to provide the capacity to enforce the controlled parking zones that are to be implemented by August 2024.
18. The additional civil enforcement officers will enable flexibility in deployment including greater coverage on weekdays and weekends. This flexibility will be enhanced through the implementation of two new bases in the borough.

Additional bus lane cameras

19. There is a need for additional ANPR cameras to enforce a further eight bus lanes to ensure minimal impact on the bus network. 15 of the council's older cameras require a hardware update as a result of the ending of 3G data services.

Alternative Options Considered

Option 1 – Do nothing

20. This is not a viable option as it would result in a natural end of the contract in 2024, so the failure of the service, which is a statutory obligation. The council would not be supportive in achieving its net zero carbon ambitions and pollution would increase, and streets would become more unsafe.

Option 2 – In-source the parking service in its entirety

21. The parking enforcement service requires a range of services to enable the delivery of an effective enforcement operation other than staff such as specialist technology equipped with niche IT software and systems for the provision of virtual permit, cashless, secured payment platform which requires various integration with back office IT services. External service providers benefit from economies of scale in all of these areas which delivers key benefits to the council.
22. The most prominent cost involved in the delivery of the service is the cost of labour. External service providers will have the flexibility to increase and decrease service provision. This is not the case for the council; expert service providers have multiple contracts within London which enable them to transfer skilled resources to other local authority contracts with stronger group purchasing power and agreements with specialist sub-contractors. External service providers benefit from economies of scale in all of these areas, and this is one of the greater benefits for the council.
23. Prolonged disruption to the service during the transition poses severe risk to the council as this has more of a definitive impact to the residents. For example, high absence levels of enforcement teams will lead to inconsistent enforcement coverage that can lead to road and traffic obstructions affecting essential goods and services being delivered to the borough. In order to ensure continuous service, the council may recruit or find external additional resources short term, which would be challenging, as the council simply does not have the capacity to deliver a civil enforcement qualification-training programme or recruit from a specialised workforce talent pool with civil enforcement officer qualifications.
24. One London local authority has recently in-sourced parking enforcement services; it will be prudent to work with them and other boroughs on insourcing with a view to understanding their experience in considerations for future delivery of the service for Southwark.

Option 3 - Shared service

25. Local authorities manage parking enforcement in different ways and have their own priorities and as such the requirements for each are not alike. This is particularly true for parking services where bespoke restrictions are designed to suit the needs of residents and local businesses. There is a lack of uniformity, even between adjacent boroughs in the application and enforcement of restrictions. The scope and scale of Southwark's parking enforcement service provides the necessary efficiencies to manage as a standalone contract.

Option 4 – re-procure the service

26. The contract performance has been good to date and as such there is limited value in re-procuring the contract due to the time and associated cost of undertaking such a procurement. Costs have significantly increased since 1 June 2020 due to the cost of living crisis and as such re-procuring the contract will likely lead to an increase in the contract sum. The contract sum to extend the contract is based on costs tendered at the time of the procurement in 2020 and includes those costs applied for the increased civil enforcement officer numbers.

Summary of APCOA's performance

27. APCOA's contract performance has been considered to be good in relation to on street enforcement and the associated quality and timing of issuing of penalty charge notices.
28. The key performance indicators were renegotiated at the start of the contract with a view to placing further accountability with APCOA to deliver high performance levels. This has been successful in that performance has improved in relation to issue and quality of PCNs and has highlighted areas for further improvement, namely management of the IT operation.
29. A significant amount of work has been undertaken to drive performance upwards and as such an extension to the contract is recommended to continue this upward trajectory especially given the need to enforce borough wide over once controlled parking is implemented across the whole borough.
30. A further change to the key performance indicators (KPI) has been agreed as part of the contract extension in relation to deployment of civil enforcement officers and the need to ensure sufficient deployment levels of on-foot, electric vehicle and ANPR across the borough and across the full deployment hours of the contract.
31. Appendix 1 provides a summary of performance against the KPIs.
32. PCN issue: this has been much higher than was expected when the contract was originally let, this has been as a result of the introduction of

Low Traffic Neighbourhoods (LTN) and more recently school streets which have seen an increase in the number of CCTV PCNs being issued.

33. APCOA were able to call on resources from other London contracts during the period December 2020 to March 2021 when the council experienced very high volumes of PCNs because of the implementation of the LTNs in both Walworth and Dulwich.
34. Deployment of CEOs: while APCOA had managed to cover the increase in CCTV PCN issue in 2020/21, between August 2022 and January 2023 APCOA have not met the target of the number of deployed hours specified in the contract. On average APCOA achieved 97.5% of deployed hours, over this period they maintained a 100% level in the number of staff employed but suffered some significant long term sickness. The performance has improved since February 2023.
35. IT Services: APCOA provide dedicated IT services for PCN issue and administration, permits and pay by mobile phone services through two subcontractors, Farthest Gate Ltd (FGL) and Paybyphone. While the day-to-day use of the FGL IT system has been good and down time has been minimal there have been issues around the timely delivery of some additional modules that the council has specified.
36. Paybyphone on the whole has been very reliable with no system downtime at all from February 2022 to December 2022. In recent months there has been three short (two to three hours) platform failures; this is being closely monitored by the contract management team.
37. Additional CCTV Cameras: In August 2022 a Gateway 3 was approved by the Strategic Director of Finance and Governance for the purchase of 54 new CCTV cameras and nine rebuilt cameras. The cameras were purchased mainly to enforce at school streets. This is an ongoing project and delivery to the project plan has been good. Currently 45 of the 54 new cameras have been installed and work is due to commence on rebuilding nine older cameras.
38. Health and Safety: The very nature of the job, issuing fines to vehicles often with the motorist present means that there can be difficult situations for the CEOs on street. The number of incidents remains low, all of the CEOs wear a video recording system which has helped to reduce incidents and complaints. There was an average of 3.8 incidents per month in year 1 reducing to 2.5 incidents in year 2.
39. Social Value: This contract was one of the first to use the social value portal to put a monetary value on the work that the contractor does outside of delivering the specified contract. APCOA have delivered £1,763,459 of social and local economic value in line with the Themes and Outcomes and Measures (TOMs) framework that utilises a beneficial cost linked to central government's Green Book financial system.

40. APCOA earn social value credit predominantly by:

- Working with Southwark Works to employ long-term unemployed people
- Deploying an electric vehicle fleet
- Employing local people
- Volunteering at a Food Bank
- Using Southwark based small enterprises for maintenance of vehicles
- Donations to the Mayors Charity.

Identified risks for the Variation

41.

| Risk Identification | Likelihood | Risk Control |
|--|-------------------|--|
| Failure of IT | Low | Reviewed at monthly contract meetings including review of business continuity plan and contract risk register |
| Financial stability | Low | Credit checks completed and the supplier is secure |
| Risk of challenge from other providers | Low | Provisions of the contract permit variations to the service and the contract (through the Parking Management Board and change control procedure) |
| Risk of underperformance | Low | The contract management governance and associated key performance indicators |
| Risk of inflation | Low | There are provisions for annual contract uplifts in line with inflation within the contract |

Policy implications

Air Quality

42. This variation supports the objectives of the council’s Air Quality Strategy and plan through enforcement against vehicles by both walking CEOs and through the use of CCTV:

3.8 – Reducing pollution in and around schools – parking services are enforcing school streets

5.1 – Reducing emissions from Council Fleet – APCOA use 100% electric fleet

7.2 Discouraging unnecessary idling by taxis and other vehicles – when observed CEOs are asking drivers to switch off or move off

7.5 – Using parking policy to reduce pollution emissions – APCOA enforce in line with the differential parking charges by vehicle emissions for residents permits, business permits and Paybyphone parking bays

Movement Plan

43. The council's Movement Plan is the principal policy document that sets out the council's approach to transport. It contains a number of high level missions pertinent to the implementation of traffic enforcement:

- Mission 2 - For movement to benefit mental wellbeing
Action 1: Reduce noise pollution
- Mission 3 - For movement to benefit physical wellbeing
Action 4: Deliver infrastructure to support active travel

Action 5: Enable people to get active

Action 6: Enable people to stay active
- Mission 4 – Reduce traffic
Action 9: Manage traffic to reduce the demand on our streets
- Mission 5 – Streets as social places
Action 10: Create places that encourage a sense of belonging

Action 11: Introduce time restricted street closures and reallocate space for people
- Mission 7 - All people to have a positive experience on our streets
Action 15: Reduce exposure to air pollution

Action 16: Zero people killed or injured on our streets by 2041

Action 17: Improve safety and sense of safety on our streets

Contract management and monitoring

44. The contract is monitored and administered by the Parking, Network Management and Markets Division utilising the following three teams:

- Contracts
- Parking quality and policy
- Estate parking

45. The teams are led by four managers:

- Parking Services Development Manager
- Contracts Manager supported by two Appeals and Representations Managers and one Debt Manager
- Parking Quality and Policy Manager
- Estates Parking Manager

46. In relation to this contract they are responsible for contract monitoring, asset management (site details, quantities and mapping), contract variations and payments, dealing with general enquiries and service requests and the management of an ad-hoc budget for infrastructure.

Performance Management

47. A parking management board meeting is held quarterly and chaired by the Director of Environment. The terms of reference of the board are to highlight the performance of the contractor, raise any concerns and to also horizon scan and identify how the council can work in partnership with APCOA to improve the service provided to residents.
48. The KPIs are reviewed monthly at a contract meeting between the council and APCOA. A report is produced which is discussed at the meeting during which changes are made and agreed leading to a finalised monthly report.
49. In addition to this there are regular hot spot and deployment meetings and deployment plans for the Civil Enforcement Officers (CEOs) are regularly reviewed and revised.
50. At the parking management board meetings APCOA have been encouraged to embed the principles of the Southwark Stands Together programme into the behaviour and decision making of the contract.
51. A contract performance report is presented annually to both the departmental and corporate contract review boards in line with Contract Standing Orders.

Community, equalities (including socio-economic) and health impacts

Community impact statement

52. Air quality – the addition of eight new cameras can only help assist in the safety of residents and young people by contributing to reduced delays to buses and the reduced emissions outside schools.
53. Movement Plan – will assist in the delivery of a variety of the themes in the Movement Plan as highlighted above including helping to reduce noise pollution, traffic and encouraging active travel.
54. Climate Change Strategy - assisting in delivering a low traffic Southwark.
55. The council adopted a new parking enforcement protocols in February 2022 that sets out exemptions for school street enforcement including:
 - Emergency Services
 - Blue Badge Holders working at the school or dropping off their children and for those living in the school street
 - SEND vehicles

- Care workers delivering care in the school street
- Enforcement of school streets to take place in term time only.

Equalities (including socio-economic) impact statement

56. The recommendations support the council's equalities and human rights policies albeit the nature of any impacts on those with protected characteristics will not be known until the extent of the controlled parking zones are determined, following community engagement and consultation. Equality assessments will be carried out and considered by the subsequent decision maker in relation to the enforcement protocols.
57. The recommendations as set out in this report are not considered to have any significant adverse effect on socio-economic equalities.

Health impact statement

58. Reducing car use and increasing active travel are beneficial for public health. Improved air quality, for example by reducing traffic, has numerous health benefits, both short term and long term. Active travel is also associated with physical and mental health benefits. Both of these objectives are in line with the council's Movement Plan and Air Quality Action Plan. The recognition of exemptions for certain people is welcomed, as is the emphasis on community engagement to ascertain the equalities impact in paragraph 55.

Climate change implications

59. The provision of parking enforcement and associated services is an essential part of the borough's approach to managing parking and kerbside use across both highways and housing. The contract includes increased provision of CCTV coverage of bus lanes and moving traffic contraventions, such as school streets and low traffic neighbourhoods. It also increases the number of civil enforcement officers to manage the borough's controlled parking zones. This is closely in line with a number of key actions in the council's Climate Change Strategy and Action Plan, which aims to discourage car use, while promoting public transport and sustainable travel. The action plan include targets around increasing the number of school streets and coverage of controlled parking zones, which delivery of this contract supports.
60. It is welcome to see the contract extension include a requirement for APCOA to demonstrate the use of electric vehicles in provision of the services. This should remain secondary to ensuring enforcement officers are on foot as a priority, and then using electric vehicles if a greater area of coverage is required. The KPI's will be amended to go further, to require the contract to quantify and reduce the emissions associated with delivering the contract. The council is actively trying to reduce its emissions associated with its supply chain (scope 3) and should work in partnership with the contractor to understand the impact of the contract and mitigate

the emissions where possible. This will continue to be a requirement for the new vehicles under the contract.

Social Value considerations

61. The Public Services (Social Value) Act 2012 requires that the council considers, before commencing a procurement process, how wider social, economic and environmental benefits that may improve the wellbeing of the local area can be secured. The social value considerations included in the tender (as outlined in the Gateway 1 report) are set out in the following paragraphs in relation to the tender responses, evaluation and commitments to be delivered under the proposed contract.

Economic considerations

62. Parking and traffic enforcement assists the economy of Southwark through aiding the free flow of traffic and turnover of parking spaces.
63. APCOA pay all of their staff the London Living Wage as a minimum.

Social considerations

64. APCOA currently have two full time apprentices and are committed to this through the contract period.
65. APCOA actively work with Southwark Works (who are specialist employment advisors who provide personal, confidential one to one support for unemployed residents of Southwark) for their staff recruitment and are committed to taking on apprentices.
66. The contract extension includes a social value contribution of £11,972 in line with the details set out in paragraph 38 above.

Environmental/Sustainability considerations

67. A just and inclusive transition is at the heart of the council's emerging climate policy. These proposals prioritise the movement of people first and foremost, while retaining vehicle access for those who require it. In delivering a safer and more equitable highway network, the measures are in accordance with the council's approach to addressing the climate emergency.

Financial Implications

68. The estimated costs of the 3 year contract extension and the proposed variation (excluding the one-off purchase of cameras) is £22,120,493 (£26,544,592 including VAT).
69. The funding for all the variations is from the Parking Services revenue account. Previous guidance from the Department of Transport stated that

local authority parking enforcement should be self-financing as soon as practicable. Whilst this is still a sensible aim, compliant applications for civil parking enforcement will be granted without the scheme being self-financing.

70. However, authorities will need to bear in mind that if their scheme is not self-financing, then they need to be certain that they can afford to pay for it from within existing funding. The Secretary of State will not expect either national or local taxpayers to meet any deficit.
71. Current best estimates of forecast revenue for the parking service indicates that this variation will be self financing. Any surplus arising will be ring fenced to parking and related services and used in accordance with section 55 of the Road Traffic Regulation Act 1984 (as amended).
72. The contract value including and excluding VAT is:

| Description | Annual Cost excluding VAT | Total Cost - extension and proposed variation | Cost inclusive of VAT |
|--|----------------------------------|--|------------------------------|
| Core contract sums (Annual) | | | |
| Original annual contract sum - 3 year extension from 01/06/2024 to 31/05/27) | £3,637,961 | £10,913,883 | £13,096,660 |
| Annual value of previous variations | £512,650 | £1,537,950 | £1,845,540 |
| Subtotal | £4,150,611 | £12,451,833 | £14,942,200 |
| Proposed variation 01/09/23 to 31/05/27 (45 months) | £2,578,309 | £9,668,660 | £11,602,392 |
| Total Annual Contract Sums (revised) | £6,728,920 | £22,120,493 | £26,544,592 |

| One off contract variations | Cost excluding VAT | Cost inclusive of VAT |
|---|---------------------------|------------------------------|
| One off project costs to purchase additional automatic number plate recognition (ANPR) safety cameras for bus lanes and to deliver two new bases and equipment from 1 September 2023 to 30 January 2024 | £583,036 | £699,643 |

| One off contract variations | Cost excluding VAT | Cost inclusive of VAT |
|---|---------------------------|------------------------------|
| Purchase of additional ANPR safety cameras for school streets, bus stop enforcement and traffic enforcement at banned turns, no entry points and bus lanes. | £1,307,383 | £1,568,860 |
| Total one off contract variations | £1,890,419 | £2,268,503 |

Legal Implications

73. Please see the concurrent report of the Assistant Chief Executive (Governance and Assurance) below.

Consultation

74. Benchmarking and consultation with other London authorities has taken place with a view to understanding operating models and the associated opportunities.

75. A mystery shopping exercise was undertaken in 2023 of the contract which has informed the recommendations of this report.

SUPPLEMENTARY ADVICE FROM OTHER OFFICERS

Strategic Director of Finance (FC23/002)

76. The strategic director of finance notes the recommendation in this report for the approval of the extension and variations of the existing contract with APCOA for parking enforcement and associated services in the sum of £22.12m. Full details are contained within the main body of the report.

77. The strategic director also notes the financial implications contained in the report.

78. Staffing and any other costs connected with these recommendations will be contained within existing departmental revenue budgets.

Head of Procurement

79. This report seeks approval to extend the term of the existing contract with APCOA Parking UK Ltd for parking and traffic and associated services for a period of three years, from 01 June 2024 to 31 May 2027, as detailed within paragraph one, and to vary the scope of the contract as detailed in paragraphs two and three. The cumulative value of the contract for the duration of the extension period is estimated to total £22,120,493.

80. The report confirms that the original contract award contained provisions and mechanism (via use of a contract change control procedure) permitting both extension and variation, in alignment with the requested changes as outlined, and is therefore consistent with both council CSOs and the salient Public Contracts Regulations 2015 (PCR2015) as pertaining to modification of contracts during their term (regulation 72(1)(a)). In accordance with council CSOs, the decision is reserved to cabinet.
81. Headline options and risks associated are contained within table at the end of paragraph 40.
82. Alignment with the Fairer Future Procurement Framework (FFPF) is evidenced, specifically via reference to employment and training/mentoring commitments, as detailed at paragraphs 60-61, and payment of London Living Wage (LLW) as confirmed within preceding paragraph 62.
83. Proposed methodology for performance/contract monitoring is detailed within paragraphs 43 - 50, namely through regular monitoring and review meetings. The report also confirms that annual performance reviews will be provided at required intervals in alignment with council CSOs.
84. The Community, Equalities and Health Impact Statements are set out in paragraphs 51 – 56.
85. The Climate Change, Social Value, Economic and Environmental / Sustainability statements are set out in paragraphs 57 – 66.

Assistant Chief Executive – Governance and Assurance

86. This report seeks approval to extend the term of an existing contract with APCOA Parking UK Ltd for parking and traffic and associated services for a period of three years from 1 June 2024 to 31 May 2027 and to vary the scope of the contract for the purposes detailed in paragraphs 2 and 3.
87. The estimated value of the proposed contract extension means that it is subject to the application of the Public Contracts Regulations (PCR) 2015, which permits contract modifications without the need for a fresh procurement exercise where certain limited prescribed grounds are met, including (PCR 72(1)(a):-

where the modifications, irrespective of their monetary value, have been provided for in the initial procurement documents in clear, precise and unequivocal review clauses, which may include price revision clauses or options, provided that such clauses -

state the scope and nature of possible modifications or options as well as the conditions under which they may be used, and

do not provide for modifications or options that would alter the overall nature of the contract or the framework agreement.

88. It is confirmed that the terms of the contract contain express provision for extension beyond its initial term and also permit the parties to agree changes to the contract and the service through the Parking Management Board (including, but not limited to the purchase of equipment for the purpose of bus lane enforcement and revisions in the number of deployed staff) in line with the prescribed change control procedure.
89. The recommended contract extension and variation is also consistent with other relevant domestic legislation and with the council's Contract Standing Orders, which reserve the decision in this matter to the Cabinet.
90. Cabinet will be aware of the Public Sector Equality Duty set out in section 149 of the Equality Act (EA) 2010, which requires the council to have due regard in its decision making processes to the need to:
 - a. Eliminate discrimination, harassment, victimisation or other prohibited conduct.
 - b. Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not.
 - c. Foster good relations between those who share a relevant characteristic and those that do not share it.

The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. The Public Sector Equalities Duty (PSED) also applies to marriage and civil partnership, but only in relation to (a) above.

91. Paragraphs 51 to 56 note the benefits that the recommended contract extension and variation are intended to generate for the local community and confirm that equality assessments are to be undertaken in order to understand the impact on any individual or group having a protected characteristic under the EA, following community engagement and consultation in relation to the proposed introduction of new controlled parking zones.

BACKGROUND PAPERS

| Background Papers | Held At | Contact |
|--|-----------------------------------|--------------------------|
| Gateway 1 - Procurement Strategy Approval: Parking and traffic enforcement and associated services | Road Network, Parking and Markets | David Sole 020 7525 2037 |
| Gateway 1 report dated 30/04/2019 Link (please copy and paste into browser): Report template - procurement strategy approval (southwark.gov.uk) | | |
| Gateway 2 Contract Award Approval: Parking and traffic enforcement and associated services | Road Network, Parking and Markets | David Sole 020 7525 2037 |
| Gateway 2 report dated 21/01/2020 Link (please copy and paste into browser): GW2 contract award approval (southwark.gov.uk) | | |
| Air Quality Strategy | Regulatory Services/Public Health | Anju Sidhu 0207 525 5000 |
| Link (please copy and paste into browser): https://www.southwark.gov.uk/assets/attach/11189/air-quality-strategy-action-plan-final-version.pdf | | |
| Movement Plan | Highways | Dale Foden 0207 525 2045 |
| Link (please copy and paste into browser): Movement Plan - Southwark Council | | |
| Parking Enforcement Protocols | Road Network, Parking and Markets | David Sole 020 7525 2037 |
| Link (please copy and paste into browser): Decision - Parking enforcement protocol - Southwark Council | | |

APPENDICES

| No | Title |
|------------|-------------------|
| Appendix 1 | KPI Summary Table |

AUDIT TRAIL

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|---|---|--------------------------|
| Cabinet Member | Councillor James McAsh, Climate Emergency, Clean Air & Streets | |
| Lead Officer | Caroline Bruce, Strategic Director Environment, Neighbourhoods and Growth | |
| Report Author | John Wade, Head of Parking Services and Network Management | |
| Version | Cabinet | |
| Dated | 28 June 2023 | |
| Key Decision? | Yes | |
| CONSULTATION WITH OTHER OFFICERS / DIRECTORATES / CABINET MEMBER | | |
| Officer Title | Comments Sought | Comments included |
| Strategic Director of Finance | Yes | Yes |
| Head of Procurement | Yes | Yes |
| Assistant Chief Executive – Governance and Assurance | Yes | Yes |
| Director of Exchequer (for housing contracts only) | N/a | N/a |
| Director of Education (for schools contracts only) | N/a | N/a |
| Cabinet Member | N/a | N/a |
| Contract Review Boards | | |
| Departmental Contract Review Board | Yes | Yes |
| Corporate Contract Review Board | Yes | Yes |
| Cabinet Member | Yes | Yes |
| Date final report sent to Constitutional Team | | 28 June 2023 |