



**Record of Officer
Executive Decision**

Ref. No: DforCS-008-16-17

Date of Decision: 7 February 2017

If you have any questions about this decision, please contact 01903 221006 or email heather.kingston@adur-worthing.gov.uk.

Record of Decision: Vary The RingGO (Pay by phone) Contract
Decision taken by: Director for Customer Service
<p>Declaration: I do not have a disclosable pecuniary interest, or conflict of interest.</p> <p>The persons I have consulted with, do not have a disclosable pecuniary interest or conflict of interest: Councillors Clive Roberts & Emma Evans</p>
<p>Delegated authority:</p> <p>At 2.7.8 of the Scheme of Delegations, a Director has a delegated authority to undertake all matters in relation to procurement and the letting of contracts (after consulting with the Head of Business & Technical Services and the Solicitor to the Council). The procurement for this contract must have regard to the Council's Joint Contract Standing Orders and to the Public Contract Regulations 2015.</p>
<p>Decision:</p> <p>The Contract runs from 1st April 2014 until the 31st March 2017. The Contract requires the Council to give 90 days notice to terminate the agreement. To allow the early adoption of Pay By Phone in Adur as part of the parking review, the decision is to allow the Contract to automatically roll on for a further 12 months from the 1st April 2017 and to vary the existing Contract by way of a Change Control notice to include the 13 Car Parks in Adur until a full procurement exercise can be undertaken.</p>
<p>Key Decision: Yes</p>
<p>Reason for the Decision:</p> <p>By allowing the Contract to automatically roll over (from 1st April 2017) for 12 months this will enable the Council to give the 3 months' (90 days) notice as specified in the Contract to Cobalt, which will give Officers sufficient time to undertake a full procurement exercise. The variation to the Contract to include the Adur Car Parks is necessary to ensure compliance with the Adur Off-Street Parking Order.</p>

Alternative Options Considered:

A different supplier to Worthing could be identified through a separate procurement exercise. However, many customers will use sites both in Adur and Worthing and it therefore makes sense to have one supplier. In terms of contract administration it is also more efficient to manage a joint contract.

Other Matters Considered:

Legal Advice and Issues	X	Financial Advice and Issues	X
Sustainability Issues	X	Equality Issues	X
Community Safety Issues	X	Human Rights Issues	X
Reputation	X	Risk Assessment	X
Health and Safety Issues	X		

Consultation:

With the Procurement Team, Legal Services and the Adur & Worthing Executive Members for the Environment

Background Papers: None

Call-in: The call-in deadline for this decision will be 5:00pm on 14 February 2017.



Signed:

Dated: 7 February 2017

Name: Jane Eckford, Director for Customer Service

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