London Borough of Hammersmith and Fulham
Record of Officer Decision

The Decision below is subject to call-in which expires on: 12 December 2023 at 3pm

- ❖ Draft Decision List published on: 7 December 2023
- ❖ Confirmed Decision List to be published on: 12 December 2023

1. **TITLE:** **New Parking Permit System**

2. **DECISION MADE BY:** Strategic Director for the Environment

3. **DECISION:**

   1. To note that Exempt Appendices 1 is not for publication on the basis that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) as set out in paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).

   2. To carry out a direct procurement exercise through G-Cloud 13 for a new parking permit system. The new contract would be for 2 years with two optional 1-year extensions. The annual contract cost has been estimated at £100k, resulting in a total value of £400k. No data would be migrated from the existing Conduent system, new parking permits would be processed through the new system, however we would still have access to historic parking permit data for information purposes.

4. **REASON FOR DECISION:**

   A new parking permit system will greatly improve both internal processes, create back-office efficiencies and improve external resident interactions with the parking permit system.

   This change is necessary to future proof this function against changes to Parking operating models by giving the department the flexibility necessary to amend permit types and create new permit types to respond to changing landscapes.

5. **ALTERNATIVE OPTIONS CONSIDERED:**

   As this is a relatively niche function a direct award through the G-Cloud 13 framework is believed to be the most efficient and cost-effective avenue for procurement. This will ensure a new system can be procured within the current financial year.

6. **CONFLICTS OF INTEREST DECLARED AND DISPENSATIONS GRANTED:**

None

Date of Decision
06 December 2023