

London Borough of Hammersmith and Fulham Record of Officer Decision

The call-in has expired and the decision can be implemented.

- ❖ Draft Decision List published on: 21 February 2024
- ❖ Confirmed Decision List to be published on: 26 February 2024

1. **TITLE: Award of a Parking Permit System Contract**

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

3. **DECISION:**

1. To note that Appendices 1 and 2 are not for publication on the basis that they contain information relating to the financial or business affairs of any particular person (including the authority holding that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 direct award the Permit system contract to Unity Five through the G-Cloud 13 framework 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 this will be variable depending on the number of permits issued each year as well as the development required for any future projects. This results in a total contract value of £400k. The contract will run not including extensions from February 2024 to February 2026.

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.

A filtering process was undertaken, and two suppliers were identified through this that were able to supply an appropriate permit system. From this the most economically advantageous option was chosen.

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

None

Date of Decision
17 February 2024