



# EXECUTIVE MEMBER DECISION

<b>REPORT OF:</b>	Executive Member for Environmental Services Executive Member for Finance and Governance
<b>LEAD OFFICERS:</b>	Director of Environment and Operations
<b>DATE:</b>	15 <sup>th</sup> July 2020

<b>PORTFOLIO/S AFFECTED:</b>	Environmental Services
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<b>WARD/S AFFECTED:</b>	Blackburn Central
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<b>SUBJECT: Procurement of Automatic Number Plate Recognition Parking System and associated works for Feilden Street Multi-Storey &amp; Undercroft Car Parks.</b>
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## 1. EXECUTIVE SUMMARY

For the Executive member to approve for the procurement of Automatic Number Plate Recognition (ANPR) Parking System and associated works for Feilden Street Multi-Storey (MSCP) & Undercroft Car Parks (UCP).

## 2. RECOMMENDATIONS

That the Executive Member:

2.1 Notes the contents of this report.

2.2 Approves a capital programme allocation of £159,000 for the procurement of ANPR Parking System and associated works for Feilden Street MSCP & UCP.

2.3. Authorises officers to procure preferred suppliers to undertake these works in accordance with the Contracts Procedure Rules as written in the Council's Constitution.

## 3. BACKGROUND

3.1 The new Reel Cinema development will provide additional parking provision on Feilden Street, Blackburn following construction of the UCP. It was always envisaged that this be an extension of the Feilden Street MSCP but due to proposed parking management arrangements and differing payment periods it proved a challenge.

3.2 The current proposal is for Cinema customers to receive up to 4 hours free parking in Feilden Street MSCP as the current ticketing system will allow for customer parking tickets to be validated for 4 hours. This is a challenge due to Feilden Street MSCP's current opening hours.

3.3 The Parking Services Manager and Civil Enforcement Officer's (CEOs) are currently responsible for opening, closing and supervising Feilden Street MSCP. Feilden Street MSCP is currently open Mon-Sat 7am-8pm (however the car opens longer should there be events on in the Town Centre or

King Georges Hall) and requires a minimum of 2 people within the building for Health & Safety reasons. This currently equates to a total of 156 CEO hours per week (6 days).

3.4 If the proposed ticket validation system was to be utilised this would require parking services to staff Feilden Street MSCP after 8pm from Mon-Sat and on Sundays, closing the car park once the last Cinema showing has finished, significantly increasing staffing costs.

3.5 The proposed solution is to amend the ticket and pay and display arrangements to installation of an ANPR parking system across both car parks, which will resolve all operational issues. The ANPR system will negate the need for much of the present intervention by staff and the remainder could be managed through remote log in. Therefore it is proposed to remove the present management arrangements.

3.6 It is proposed that the Council's preferred supplier who provide surface level car park payment machines and back office systems is to provide an install the ANPR system. The preferred supplier will be appointed directly via the competitively procured ESPO framework. The preferred suppliers costs are in line with the agreed framework rates and efficiencies will be made as the same back office systems can be utilised for all car parks.

3.7 The Civils works required for Feilden Street UCP will be undertaken by Barnfield Construction as a variation to their current contract. They are the Principal Contractor currently on site building the new Reel Cinema and Feilden Street UCP.

3.8 Alterations to the Feilden Street MSCP will be procured separately or undertaken internally by Council resources.

#### **4. KEY ISSUES & RISKS**

4.1 Due to the current management arrangement two numbers CEOs are unable to enforce leading to a reduction in revenue generation for parking services.

4.2 If the ANPR parking system is installed this would free up circa 84 hours of CEO time per week for on-street enforcement generating additional revenue for parking services.

4.2 If the ANPR parking system is not installed this would mean that Feilden Street Car Park would be required to be staffed after 8pm from Mon-Sat and on Sundays, closing the car park once the last Cinema showing has finished, significantly increasing staffing costs.

4.3 As the ANPR parking system would allow both Feilden St car parks to open 24hrs a day Monday to Sunday which would generate additional revenue for parking services.

4.4 As the car parks would never close the demand from the new Reel cinema would always be accommodated. Between the hours of 5pm-7am all CCTV of the site would be monitored by the CCTV suite located within King Georges Hall.

#### **5. POLICY IMPLICATIONS**

Feilden Street MSCP & UCP are within the Northgate area of Blackburn Town Centre and meets the objectives of the Council's adopted Core Strategy and Local Plan Part 2. The capital funding is strategically important in terms of supporting the regeneration of town centre and the Council's long term proposals. It is considered that not making this decision to fund the additional works could prejudice the Council's interests for the area.

## 6. FINANCIAL IMPLICATIONS

Costs for the new systems are a total of £159,000 for the equipment, installation, associated building/civils works, maintenance and licensing for year one.

By year 3 the Capital investment will have been repaid leading to an additional revenue for parking services.

## 7. LEGAL IMPLICATIONS

7.1 The Council's preferred supplier for surface level car park payment machines is to be appointed directly to provide and install the ANPR parking system. They will be appointed directly through the ESPO framework.

7.2 The Civils works required for Feilden Street UCP will be undertaken by Barnfield Construction as a variation to their current JCT Design & Build 2016 contract. They are the Principal Contractor currently on site building the new Reel Cinema and Feilden Street UCP.

7.3 Alterations to the Feilden Street MSCP will be procured separately or undertaken internally by Council resources.

7.4 All contracts and contract variations will be in a form approved by legal officers in the Commissioning and Procurement team.

## 8. RESOURCE IMPLICATIONS

Current staff resources from the Council's Growth team will be utilised to supervise the additional works on site. The preferred suppliers and proposed Contractors have the required resources to deliver the works to the required timescales.

## 9. EQUALITY AND HEALTH IMPLICATIONS

**Please select one of the options below. Where appropriate please include the hyperlink to the EIA.**

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

Consultation will be undertaken with Reel Cinema and the Feilden Street MSCP commercial unit tenants.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The

recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## **12. DECLARATION OF INTEREST**

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	Dwayne Lowe
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<b>DATE:</b>	15 <sup>th</sup> July 2020
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<b>BACKGROUND PAPER:</b>	
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