

**EXECUTIVE DECISION RECORD**

**REF No 377.21**

<b>A1</b> Service Area	Regulatory Services
<b>A2</b> Title	PayByPhone App Extension
<b>A3</b> Decision Taken By	Deputy Leader/ Chief Officer
<b>A4</b> Chief Officer	Please print name: Mark Rizk  Please sign name: <a href="#">Approval by email 241121</a>
<b>A5</b> Leader / Deputy Leader	Please print name: Cllr Bernard Peters  Please sign name: <a href="#">Approval by email 241121</a>
<b>A6</b> Date of Decision	24 <sup>th</sup> November 2021

**Confidentiality**

<b>A7</b> Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
<b>A7.1</b> If yes, please state relevant paragraph from Schedule 12A LGA 1972.	Paragraph

**Scrutiny**

**A8** Which Scrutiny Committee should this decision be submitted to? *(Please tick as appropriate)* ✓

Scrutiny (Audit & Value for Money Council Services) Committee X

Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee

<b>B1</b> What is the Decision?	To extend the current PayByPhone cashless parking service contract by a further 12 month period when the initial 24 month period comes to an end on 31 March 2022.
<b>B2</b> What are the reasons for the Decision?	Under the Framework Agreement the Council has the option to extend the contract for two additional 12 month periods after the initial 24 month period has expired. This will enable the Council to take benefit from this contract and provide a full analysis of the App's potential. The service gives customers more options of paying for their parking.
<b>B3</b> What are the contributions to Corporate Priorities?	Value for Money Council
<b>B4</b> What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

### Financial Implications

<b>B5</b> What are the financial implications?	<p>The main financial issues arising from this decision are as follows:</p> <p>There are no financial implications as the contract extension is on the same terms and conditions as previously provided for in the MTFS.</p>
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Revenue	2021/22	2022/23	2023/24

Capital	2021/22	2022/23	2023/24

The finance section has been approved by the following member of the Financial Management Unit:	<p>Please print name: Anya Murray</p> <p>Please sign name: <a href="#">Approval by email 231121</a></p>
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### Policy Framework

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B6.2</b> Has it got the appropriate approvals under those provisions?	Yes
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes

## Equalities Implications

<b>B8</b> What are the Equalities implications: N/A
<b>B8.1</b> Positive (Opportunities/Benefits):
<b>B8.2</b> Negative (Threats):
<b>B8.3</b> The subject of this decision is not a policy, strategy, function or service that is new or being revised.
<b>B8.4</b> The equality impact assessment identified the following actions to be carried out: N?A

## Risk Assessment

<b>B9</b> What are the Risk Assessment implications:
<b>B9.1</b> Positive (Opportunities/Benefits): To continue to provide alternative and convenient methods of payment to the customer.
<b>B9.2</b> Negative (Threats):
<b>B9.3</b> The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

## Legal Considerations

<b>B10</b> What are the Legal Considerations:  Under the Terms of the Call-Off Contract, the Council has an option to extend the initial contract period for two further periods of 12 months.
<b>B10.1</b> There are no other significant legal implications.
This section has been approved by the following member of the Legal Team Please print name: Glen McCusker – Locum Solicitor
Please sign name: <a href="#">Approval by email 161121</a>

## Sustainability Implications

<b>B11</b> What are the Sustainability implications:
<b>B11.1</b> The proposal would result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures).
<b>B11.2</b> Positive (Opportunities/Benefits): N/A
<b>B11.3</b> Negative (Threats): N/A

## Health & Safety Implications

### B12 What are the Health & Safety implications:

**B12.1** A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.

### Key Decision

**B13** Is this a Key Decision?      No

**Note:** A Key Executive Decision is one where:

1. **REVENUE** – Any contract or proposal with an annual payment or saving of more than £100,000
2. **CAPITAL** – Any capital project with a value in excess of £150,000
3. A decision which significantly affects communities living or working in an area comprising two or more wards.

<b>B13.1</b> If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	N/A
<b>B13.2</b> If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	N/A

**NOTE:** If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to [andrea.davies@eaststaffsbc.gov.uk](mailto:andrea.davies@eaststaffsbc.gov.uk)