

Ref:

695/16

Please leave blank for completion by DS officers

Executive Decision Record

A1 Service Area:

Regulatory Services

A2 Title

Cash Collection Services (Car Parks and Facilities)

A3 Decision Taken By

Deputy Leader/ Chief Officer

A4 Chief Officer

Please print name Paul Costiff

Please sign

A5 Leader/Deputy Leader

Please print name Councillor Jacqui Jones

Please sign

A6 Date of Decision

1/8/16

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?

No

A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.

Paragraph []

A8 Which Scrutiny Committee should this decision be submitted to?

(please tick as appropriate)

Scrutiny (Promoting Local Economic Growth) Committee

Scrutiny (Value for Money Council Services) Committee

Scrutiny (Protecting and Strengthening Communities) Committee

B1 What is the Decision?

To award the cash collection contract (for car parks and facilities) to Jade Security Services by accessing the local Government Shared Services (LGSS) Cash Collection framework. The contract is to be awarded by Call Off.

B2 What are the reasons for the Decision?

The cash collection services contract (awarded 2013 to Jade Security Services and G4S) expires on 2nd August 2016. The Programmes and Transformation team have found a cash collection framework through the LGSS, controlled by Cambridgeshire and Northamptonshire County Councils and Milton Keynes Council.

After carrying out analysis of the prices charged by Jade Security Services through the framework against the collections made for ESBC in 2015/16 and the budget available to ESBC it is possible to make a saving of £5,041.60 per year.

Jade Security Services already provide the cash collection service for ESBC's car parks. Using the framework contract means that both collection requirements will be provided by the same supplier.

The services covered under the new contract include collection of all cash from the Council's Car Parks and various buildings including the leisure centres and Brewhouse.

B3 What are the contributions to Corporate Priorities?

Value for Money Council Services. Reducing the cost of the cash collection services through the LGSS Cash Collection framework.

B4 What are the Human Rights considerations?

There are no Human Rights issues arising from this decision.

B5 What are the financial implications?

The main financial issues arising from this decision are as follows:

Revenue	2016/17	2017/18	2018/19
	£48,356.52	£48,356.52	£48,356.52

B6 Is the Decision wholly in accordance with the Council's policy framework?

Yes

B7 Is the Decision wholly in accordance with the Council's budget?

Yes

B8 What are the Equalities implications?

B8.1 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

B9 What are the Risk Assessment implications?

B9.1 Positive (Opportunities/Benefits):

Ensures we have in place a suitable provider that meets the criteria required for our contract.

B9.2 Negative (Threats):

The questions contained in this questionnaire are not to be altered in any way. If you have any queries regarding the contents of this document, please contact Andrea Davies Ext 1306 or refer to Part 3 Section 6 of the Constitution.

Should we not have a suitable cash collection contract in place there is risk that monies will not be collected at on the days required.

B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

B10 What are the Legal Considerations?

B10.1 There are no significant legal issues arising from this decision.

B11 What are the Sustainability implications?

B11.1 The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures).

B12 What are the Health & Safety implications?

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

B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would seriously prejudice the public interest?

No

B13.2 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?

Yes/No (please delete as appropriate)

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, Democratic Services.

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