

Officer Decision Record

Record of Decision of the Service Director Environment and Transport, Paul Castle, taken in consultation to procure an Enforcement Solution to replace the existing solution.

The current parking services handsets were discontinued in 2016 and maintenance support has been discontinued. Consequently, handset failures are now irreparable and is limited to use of existing spares within the service, placing significant risk on the authorities ability to maintain its statutory duties under the 2004 Traffic Management Act.

To ensure the statutory obligations of the 2004 Traffic Management Act can be maintained, replacement devices and supporting systems will be procured.

The new solution will improve the customer experience enabling online self-service, automated processing and also improving employee wellbeing by reducing the weight to be carried by Officers.

Authority

The Decision will be under the authorisation of the Service Director, Paul Castle. The total spend/contract value is under the £250,000 approval threshold as per the Officer Decision Recording approval process.

Decision Taken

The decision is to approve the procurement to replace the existing Civica Enforcement solution.

Date of Decision

Insert the date of the decision

Elected Member Conflicts of Interest

Record any conflicts of interest, and dispensations granted

Signature

(Insert Officer name)



(Insert more Officer names as required)

Signature
Cabinet Spokesperson
(if required)

Scan / email the completed form and appendices to the Council Governance Unit and keep the original on the project file

Officer Decision Record – Spend Approval:

The Officer Decision Record is to be used for approval to spend against your budget.

- (a) Up to £250,000 – Delegated Officer decision, **Executive/Service Director**
- (b) £250,000 to £500,000 – Delegated Member decision, **Member**
- (c) £500,000 and over – Cabinet decision, **Cabinet**