

## THE EXECUTIVE

5 AUGUST 2003

### REPORT FROM THE DIRECTOR OF LEISURE AND ENVIRONMENTAL SERVICES

<b>BEST VALUE REVIEW STREET SAFE SERVICES - FINAL REPORT</b>	<b>FOR DECISION</b>	
<p><i>To seek the Executive's views and instructions with regard to the above Best Value Review and proposed Action Plan.</i></p> <p><b><u>Summary</u></b></p> <p>This report sets out the conclusions of the Best Value Service Review of the Street Safe Services (Traffic Management, Highways, Road Safety and Parking).</p> <p>The Review was undertaken over a period of eighteen months, between April 2001 and October 2002. In accordance with statutory guidance, the Review included a number of stages namely:</p> <ul style="list-style-type: none"><li>• Challenge</li><li>• Consult</li><li>• Compare and</li><li>• Compete</li></ul> <p>This report provides a summary of each of these stages as undertaken, together with a summary of the findings and the conclusions that were reached. Also included in this report is an option appraisal leading to a preferred option for the future delivery of the Service and a proposed Action Plan.</p> <p><b><u>Recommendations</u></b></p> <p>The Executive is asked to:</p> <ol style="list-style-type: none"><li>1. Support the proposed Action Plan and options for future delivery as outlined in the report, together with the future financial implications, the consequences of which will need to be contained within the overall budget for this service, as summarised in Appendix C of the attached main report;</li><li>2. Agree to Market Testing for the Parking Enforcement Service; and</li><li>3. Agree to Market Testing for the day-to-day Management of the Council's Public Car Parks.</li></ol>		
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## **1. Staffing and Service Implications**

### **1.1.1 Parking Enforcement and management of Car parks:**

Recommendations from the Review include market testing of parking enforcement service, together with market testing for management of car park services. The total number of staff that could be subject to TUPE is 20.

1.1.2 Until the full level of service requirement is known it will not be possible to write a specification for market testing.

1.1.3 In externalising the management of Car Parks the Council will need to be mindful of the potential loss of income and policy with regard to setting parking charges and short /long stay parking provision.

1.1.4 The service is currently being extended to include enforcement via Close Circuit Television. The £140,000 one off Capital funding is being provided by TfL. This will cover the setting up costs, cameras and installation of equipment in the control room. Operating costs will be covered from fines and, therefore, the service will be self-financing.

1.1.5 We are also considering extending the current service to include clamping and tow-away by an external contractor. Before tendering for this part of the service it will be necessary to lease a storage compound within the Borough. It is estimated that the Capital setting up costs, which will include fencing, security and office accommodation will be in the region of £75,000, which will need to be subject to a Capital finance bid. Leasing costs and staffing costs would be met from the fine and release fee income. It is proposed to operate the site in conjunction with Abandoned Vehicles Section and the Housing and Health Department.

### **1.2 Parking Administration:**

There are Statutory requirements in the processing of Penalty Charge Notices that only the Council can provide under the Road Traffic Act 1991. This is met by the current staffing levels of seven full time administrative staff and these costs are recovered from fines and other associated car parking income.

### **1.3 Traffic and Highway Engineering:**

1.3.1 It is proposed to appoint, under a partnership arrangement, a number of Term Contract consultants for traffic and highway engineering services. This will provide support to the existing resources to assist in covering increasing work loads due to successful bidding to TfL through the Borough Spending Plan and to provide efficient delivery of the Capital Programme.

1.3.2 Officers are currently looking at options for the procurement of consultancy support one of the options being considered is a strategic alliance between this Council and Camden whereby we would have access to Camden's panel of consultants and contract.

This would have the benefit of reducing the cost of developing our own contract and because of economies of scale reduce the tender price for both Authorities.

#### 1.4 Road Safety:

There are no private companies currently operating in this field that cover all service elements and therefore the service will remain in-house.

#### 1.5 Support Officer (TfL):

This officer is required to monitor and compile financial returns to TfL. The post has been funded by TfL and is to be advertised.

## 2. Financial Implications

2.1 The financial implications are outlined in more detail in Appendix C of the main report and additional funding requirements can be summarised as follows:

Reference to Appendix C	Item	Comment	Funding Type	Future Funding
1	Publicity, Consultation and Brochures	Raising Profile of the service and providing information	Annual Revenue	£ 19,000
2	Preparation of Road Safety Plan for submission to TfL for Capital funding and distribution.	Annual requirement of Transport for London to support bids (spend to save)	Annual Revenue	£ 5,000
3	Preparation of tender documents for Parking Enforcement, and Car Park Management Services	Consultant support for tendering documentation	Revenue required 2004/05 (only one year)	£ 8,000
4	Preparation for Term Contract for the Partnership of engineering support service	To enable service to meet TfL allocations for transport	Revenue Required 2004/05 (only one year)	£ 4,000
5	Road Markings and Signage for Parking Enforcement (two year programme, year one (£15k) has been funded in 2003/04)	Necessary to maximise enforcement capability	Capital	£15,000
6	Support Officer Post	Funding from TfL already agreed	Annual revenue	£25,000
7	Introduce computerised documentation management system	Required under CDM Regulations (Health and Safety Files, Risk Assessments etc.)	Revenue required 2004/05 (only one year)	£10,000
	<b>TOTAL</b>			<b>£86,000</b>

2.2 The additional Revenue funding required will be met by a combination of countervailing savings elsewhere and an increased recharge to TfL funded capital projects ensuring that the net revenue spending stays within existing budgets.

### **3. Consultation**

3.1 The following have been consulted on this report.

The Management Team,  
Laura Williams, Acting Head of Finance, LESD

#### **Background Papers**

- Final Report of the Best Value Street Safe.
- Evidence File of the Best Value Street Safe.
- Road Traffic Act 1991