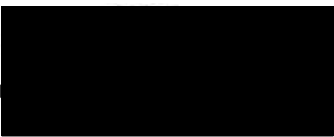



Please leave blank for  
completion by DS  
officers

### EXECUTIVE DECISION RECORD

<b>A1</b> Service Area	Community & Civil Enforcement
<b>A2</b> Title	Cash Collection Contract
<b>A3</b> Decision Taken By	Deputy Leader/ Chief Officer
<b>A4</b> Chief Officer	Please print name: Mark Rizk  Please sign name: 
<b>A5</b> Leader / Deputy Leader	Please print name: Cllr Bernard Peters <i>B. G. PETERS</i> Please sign name: 
<b>A6</b> Date of Decision	<i>16.9.2019</i>

### 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.	N/A

### Scrutiny

<b>A8</b> Which Scrutiny Committee should this decision be submitted to?	(Please tick as appropriate) ✓	
Scrutiny (Audit & Value for Money Council Services) Committee		✓
Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee		<input type="checkbox"/>


<b>B1</b> What is the Decision?	Four month extension to the existing cash collection contract
<b>B2</b> What are the reasons for the Decision?	Extension to the existing cash collection contract after difficulties with the procurement procedure. Contract to be re-procured.
<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?	The main financial issues arising from this decision are as follows:
--	--

Revenue	2019/20	2020/21	2021/22
4 month contract extension	£15,586		

These monies are already provided for within the current MTFS.

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Anya Murray- LIA TURNER Please sign name: 
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### Policy Framework

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B6.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
<b>B6.2</b> Has it got the appropriate approvals under those provisions?	N/A
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes
<b>B7.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
<b>B7.2</b> Has it got the appropriate approvals under those provisions?	N/A

## Equalities Implications

**B8** What are the Equalities implications: n/a

## Risk Assessment

**B9** What are the Risk Assessment implications:

**B9.1** Positive (Opportunities/Benefits):

**B9.2** Negative (Threats):

The cash collection ensures cash from parking machines is collected and banked safely and securely. Without such a service the Council, and its staff, are exposed to a high level of security.

**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.

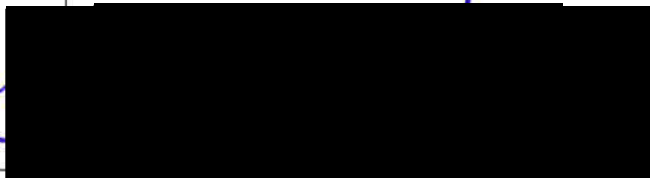
## Legal Considerations

**B10** What are the Legal Considerations:

**B10.1** There is a slight risk that the supplier to whom the contract was awarded may bring a challenge

This section has been approved by the following member of the Legal Team:

Please print name:  
Linda J Durham



## Sustainability Implications

**B11** What are the Sustainability implications: n/a

## Health & Safety Implications

**B12** What are the Health & Safety implications: n/a

JGAR

## Key Decision

<b>B13</b> Is this a Key Decision?	No
<p><b>Note: A Key Executive Decision is one where:</b></p> <ol style="list-style-type: none"> <li>1. <b>REVENUE</b> – Any contract or proposal with an annual payment or saving of more than £100,000</li> <li>2. <b>CAPITAL</b> – Any capital project with a value in excess of £150,000</li> <li>3. <b>A decision which significantly affects communities living or working in an area comprising two or more wards.</b></li> </ol>	
<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)

