

Decision Recording Form

Title	PSS – Play Inspection Software	Decision Maker	Parks and Cemeteries Operations Manager		
Date of decision	04/02/2022	Source of authority	Officer delegation scheme Part 3, Section 5, Paragraph 8.2		
Date of Publication			Contract Standing Orders Part 4, Section 7, Paragraph 2.12		
Background and Reason for decision					
Purpose <p>To procure software to enable play area and play equipment inspections.</p>					
Decision <p>A procurement exercise has been undertaken by officers from the Council's Parks & Cemeteries and Procurement teams using the G-Cloud framework to procure software that will enable weekly, monthly and annual play inspections.</p> <p>The decision was made to place a direct award with PSS Ltd for the Asset inspection and maintenance modules for Playgrounds and Parks & Open Spaces.</p> <p>The value of the contract is for £22,358 which is for the period of 24 months from 01/01/2022 – 31/12/2023.</p>					
Conflict of interest	N/A		Relevant Portfolio(s)	Parks & Cemeteries	
ALL WARDS		<i>Use a Y in this box if all wards are affected Y</i>			
		<i>Use a Y in the table below to mark the wards affected if not all wards</i>			
NW		NE		CENTRAL	
Castle Hill		Bixley		Alexandra	
Whitton		Rushmere		St Margaret's	
Whitehouse		St John's		Westgate	
				Stoke Park	
Once complete the Decision Maker must send this form and any background documentation for publication to Monitoring.officer@ipswich.gov.uk				Admin use only	