



**Rochford District
Council**

REPORT TITLE:	Car Parking Task and Finish Group
REPORT OF:	Phoebe Barnes, Director Assets & Investments

1 REPORT SUMMARY

- 1.1 To establish a task and finish group to focus on parking for district of Rochford.
- 1.2 The Council needs to ensure that it's car parks can sustain the level of income required to ensure delivery of a modern service to its residents and visitors to the district.

2 RECOMMENDATIONS

- 2.1 That members nominate 3 members for the task and finish group.

3 BACKGROUND INFORMATION

- 3.1 The purpose of a task and finish group is to gather information on select outcomes to make timely recommendations to the relevant committees.
- 3.2 The parking task and finish group will focus on reviewing the Council's car parking fees and charges. Officers will produce a report on parking options, to include benchmarking. The Task and Finish Group will consider options for parking fees structure to support the vitality of town centres, encourage sustainable transport and support economic growth within the district.
- 3.3 The group shall also consider alternative ways of paying for car parking, such as pay on exit for example. The group will recommend options for the Council to consider alongside resource and budget implications.
- 3.4 To align with budget setting for 2025/26 the task and finish group will report back to Economic Development, Regeneration and Tourism Committee by 12th December 2024.

4 OTHER OPTIONS CONSIDERED

4.1 No other options have been considered.

4 RELEVANT RISKS

5.1 None.

6 CONSULTATION

6.1 The group will consider and review any consultations regarding parking charges.

7 FINANCIAL IMPLICATIONS

7.1 There would be no additional resource implications to establishing a task and finish group. The purpose of the group will feed into the Council's medium term financial strategy.

7.2 The income from the car parks should cover the cost of operating the service as well as the future cost for maintaining the car parks and investing in the required technology.

8 LEGAL & GOVERNANCE IMPLICATIONS

8.1 As per 6.03 Working Groups within the constitution, a Committee can form a working group to consider a topic informally and at pace. The membership of the working group will be decided by the Committee, which may include non-committee members and people from outside the Council. Working groups will not be subject to the political balance rules nor will substitutions be allowed as continuity of membership is important. Meetings of the working group will not be held in public and all agendas and minutes will not be publicly available. The working group will report back to the parent Committee with its findings.

8.2 A task and finish group has the same principles applied to it as a working group.

8.2 The Economic Development, regeneration and tourism committee will be the parent committee of the task and finish group as this committee under its term of reference has the responsibility for parking.

