
REPORT TO THE MEETING OF THE EXECUTIVE 6 November 2019**PORTFOLIO: ENTERPRISE****REPORT FROM ASSISTANT DIRECTOR ASSETS & COMMERCIAL****SUBJECT: CAR PARK REVIEW MEMBER WORKING GROUP****1 DECISION BEING RECOMMENDED**

- 1.1 That a cross party Member Working Group be appointed to provide stakeholder input and feedback to support the development of a car parking strategy and action plan for the district.
- 1.2 To approve the Car Park Review (CPR) Member Working Group Terms of Reference as appended.

2 REASON/S FOR RECOMMENDATION

- 2.1 The Council's pay and display car parks are vital assets providing crucial parking provision for residents, businesses and visitors.
- 2.2 The Council recognises the importance and strategic role that car parking has in the District in supporting the local economy, managing traffic and offering a key service to residents and visitors.
- 2.3 It is important therefore that a clear place-based strategy is developed, taking a systematic approach and being evidence-driven to understand and address the needs of the service both now and in the future.

3 SALIENT INFORMATION

- 3.1 The Council manages 11 public pay and display car parks providing over 1300 spaces for the 1.4 million visits per annum. Enforcement of the parking regulations and maintenance of ticket machines is carried out by the Council's in-house team. The Council also offers quarterly and annual parking permits. In addition, the Council also manages 13 public car parks that provide free parking, these are primarily located adjacent to public open spaces.
- 3.2 The Council's objective is to run the car parking service efficiently and effectively in order to support local communities.
- 3.3 It is recommended that a cross party Member Working Group be established; its purpose would be to provide a forum for stakeholder input and feedback to support the development of a car parking strategy and action plan for the district.
- 3.4 Membership of the Member Working Group would be agreed in consultation with the Leader of the Council and the Portfolio Holder for Enterprise.

- 3.5 The strategy will be place-based and evidence-driven, taking a systematic approach to address the unique needs of the location(s) using local knowledge, insight and empirical data.
- 3.6 The remit of the CPR Member Working Group will be to recommend to the Executive:
- A place-based, evidence-driven strategy for the provision, development and pricing of the Council's car parking across the district; and
 - A suggested indicative action plan to bring the strategy to life.

On street parking and resident parking schemes are not within the scope of the CPR Member Working Group. These areas are addressed through the Council's ongoing relationship with the South Essex Parking Partnership.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 There is no viable alternative; an evidenced-based strategy and action plan is vital to ensure the car parking service continues to provide a quality service that supports the local economy.

5 RISK IMPLICATIONS

- 5.1 The Council's car parks are key assets and require a strategy to ensure they are fit for purpose to meet the needs of the District now and in the future.

6 RESOURCE IMPLICATIONS

- 6.1 There are no resource implications arising directly from this report. Any proposals arising from the Working Group will need to be fully costed before they are implemented to ensure they are financially sustainable, given that off-street parking is a significant source of income for the Council.

7 LEGAL IMPLICATIONS

- 7.1 None arising out of this report.

8 EQUALITY AND DIVERSITY IMPLICATIONS

- 8.1 An Equality Impact Assessment has been completed and found there to be no impacts (either positive or negative) on protected groups as defined under the Equality Act 2010.

I confirm that the above recommendation does not depart from Council policy and that appropriate consideration has been given to any budgetary and legal implications.



LT Lead Officer Signature: _____

Assistant Director, Assets & Commercial

Background Papers:-

None.

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DRAFT**Rochford District Council Car Parking Review****Member Working Group - Terms of Reference**

The Terms of Reference for the Car Parking Review (CPR) Member Working Group are set out below.

Purpose

1. The purpose of the Member Working Group is to provide stakeholder input and feedback to support the development of a car parking strategy and action plan for the district.
2. The strategy will be place based and evidence driven, taking a systematic approach to address the unique needs of the particular location(s) using local knowledge and insight and empirical data.

Membership

3. The Member Working Group comprises the following Members of the Council:
[specify]
4. The Member Working Group is chaired by the Portfolio Holder for Enterprise and supported by the Leader of the Council and senior officers.

Frequency

5. The Member Working Group will report back to the [date] meeting of the Executive and so, in order to meet that deadline, meetings will be held as frequently as necessary.

Remit

6. Specifically, the Member Working Group will recommend to the Executive:
 - a place based, evidence driven strategy for the provision, development and pricing of car parking across the district; and
 - a suggested indicative action plan to bring the strategy to life.

Relationship to the Executive

7. For the avoidance of doubt the Member Working Group is an advisory body and has no formal decision-making status under the Council's Constitution. It is not a delegation of the Executive and therefore remains subordinate to the Executive where all key decisions will be taken.

Agenda Setting and Recording

8. In liaison with the chairman, officers set agendas and take action notes/minutes.