

NAME OF COMMITTEE	COMMUNITY SERVICES COMMITTEE
DATE	12 November 2013
REPORT TITLE	APPROACH TO CAR PARKING STRATEGY REVIEW
Report of	Democratic Services Manager
WARDS AFFECTED	All

Summary of report:

To consider a report which seeks to outline an approach to reviewing the Council's Car Parking Strategy in time to recommend to the next Committee meeting on 21 January 2014 a schedule of car parking fees and charges for the 2014/15 Financial Year.

Financial implications:

There will be no cost implications arising directly from this report. However, there may be some financial implications depending on the recommendations arising from the strategy review.

RECOMMENDATIONS:

It is **RECOMMENDED** that:

1. a review be undertaken into the Council's Car Parking Strategy as outlined in paragraphs 2.1 to 2.3 below; and
2. the future governance in respect of the Car Parking Strategy Group be formalised as outlined in paragraphs 2.4 to 2.6 below.

Officer contact:

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Lead Member contact:

Cllr Sampson, Vice-Chairman of the Community Services Committee (email: cllr.robert.sampson@westdevon.gov.uk).

1. BACKGROUND

- 1.1 At the most recent meetings of both the Audit Committee and the Car Parking Strategy Group, concerns were raised in respect of the Council's Car Parking Strategy document.

- 1.2 Specifically, these concerns related to the need to review the Council's Car Parking strategy regularly. The need to make best use of the available statistical evidence and methodology being used to set car parking fees and charges and for these to be referenced was also noted.
- 1.3 As a consequence, this report seeks to set out a way forward to address these concerns.

2. ISSUES FOR CONSIDERATION

Reviewing the Car Parking Strategy

- 2.1 One of the main issues identified by both the Strategy Group and the Audit Committee was the need to analyse in detail the baseline statistics and data generated within each Council Car Park. This information should be used, along with officer input and local and national benchmarking information, in order to provide suitable tariffs for the Borough.
- 2.2 To undertake this detailed research, it is suggested that two Members are nominated by the Committee to sit down with the Street Scene Manager and undertake in-depth analysis into the information.
- 2.3 Once this work is completed, it is then suggested that the evidence based recommendations which are generated should then be presented to a meeting of the Car Parking Strategy Group. The Strategy Group, in light of the analysis of the charges, should then consider and make its recommendations to the Committee at its next meeting on 21 January 2014.

Formalising the Strategy Group

- 2.4 The Audit Committee has also expressed its concerns in respect of the apparent lack of governance in the current process. In particular, the lack of an agreed set of terms of reference and there being no formal appointment process to the Strategy Group have been highlighted.
- 2.5 It is recommended that these points be picked up during the Annual Review of the Council Constitution during early 2014, with the appointments formally made at the Annual Council meeting in May.
- 2.6 In the meantime (and due to the tight time constraints), it is suggested that the main purpose of the Strategy Group should be to act as an informal consultee on the Car Parking Strategy, with its views being reported to the Community Services Committee.

3. RISK MANAGEMENT

3.1 The Risk Management implications are shown at the end of this report in the Strategic Risks Template.

4. OTHER CONSIDERATIONS

Corporate priorities engaged:	Community Life and Economy
Statutory powers:	Local Government Act 2000
Considerations of equality and human rights:	None directly related to this report.
Biodiversity considerations:	None directly related to this report.
Sustainability considerations:	None directly related to this report.
Crime and disorder implications:	None directly related to this report.
Background papers:	Council Constitution Car Parking Strategy Audit Committee Minutes: 17 September 2013
Appendices attached:	None.

STRATEGIC RISKS TEMPLATE

No	Risk Title	Risk/Opportunity Description	Inherent risk status				Mitigating & Management actions	Ownership
			Impact of negative outcome	Chance of negative outcome	Risk score and direction of travel			
1	Statistical Information	<p>The statistical data is not available in time for evidence based recommendations to be made.</p> <p>The capacity to scrutinise reports is not available due to other work commitments.</p>	2	2	4	↔	Officers are already in the process of collating the requested data.	Street Scene Manager
2	Short timescale	The timescale is very tight to ensure that a report is prepared in time for the next Community Services Committee meeting.	2	2	4	↔	Meetings will need to be scheduled in appropriately with sufficient notice being given to the required attendees.	Street Scene Manager

Direction of travel symbols ↓ ↑ ↔