

At a Meeting of the **COMMUNITY SERVICES COMMITTEE** held at the Council Chamber, Council Offices, Kilworthy Park, Drake Road, **TAVISTOCK** on **TUESDAY** the **12th** day of **NOVEMBER 2013** at **2.00 pm**.

Present:

	Cllr R J Oxborough – Chairman
	Cllr R F D Sampson – Vice-Chairman
Cllr K Ball	Cllr M J R Benson
Cllr D W Cloke	Cllr A F Leech
Cllr N Morgan	Cllr D E Moyse

Substitute: Cllr R Musgrave

Corporate Director (AR)
Head of Environment Services
Democratic Services Manager
Economy Manager
Economic Development Officer
Committee & Ombudsman Link Officer

In attendance: Cllr W G Cann OBE

CS 20 APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr A Clish-Green (Substitute: Cllr R Musgrave) and from Cllr M E Morse.

CS 21 DECLARATION OF INTEREST

Cllr R J Oxborough – Minutes No CS 23 – Personal – Local Businessman.

***CS 22 ITEM REQUIRING URGENT ATTENTION**

The Chairman had requested that the undermentioned item of business be considered as an urgent item.

***CS 23 FREE PARKING INITIATIVE**

The Chairman presented a report requesting the Committee's view on whether free car parking should be allowed in the Council's car parks on Saturday 7th December 2013. The proposal had arisen from a request from the Forum of Private Business to support the inaugural Small Business Saturday. The Forum believed that parking charges discouraged many consumers from shopping on the high street, consequently diminishing the small businesses' customer base. A survey of neighbouring Devon district authorities showed that Plymouth City, Torridge, Teignbridge and Mid-Devon District Councils would not be supporting the proposal.

The Committee was advised that the Tavistock BID currently financed a free parking scheme on certain days and that Tavistock Town Council would not be supporting the Forum's proposal.

If implemented, the cost of the proposal could be around £4,960 but less if any variation is adopted such as free parking being available 11.00 am to 3.00 pm only.

It was **RESOLVED** that, having considered the request from the Forum and the options outlined in the officer's report to allow free parking in the Borough Council's car parks on Saturday 7th December 2013, they be rejected.

***CS 24 CONFIRMATION OF MINUTES**

The Minutes of the Meeting held on 10th September 2013, were confirmed and signed by the Chairman as a correct record.

***CS 25 ECONOMY SERVICE DELIVERY**

The Economy Manager presented a report (page 6 to the Agenda) detailing for the Committee how the Economy Service was currently delivered for the Council and proposals for future delivery. The Economy Team's agreed weekly workload currently equated to 14.25 days, however, the current officer resource equated to 11.75 days per week. In April 2013, the Council requested that the Economy budget be reduced by a further £20,000 which equated to 3 days a week equating to 8.75 days per week as of April 2014.

In the ensuing discussion, the Committee questioned whether the proposed staffing reduction was premature in the light of the proposals contained within Transformation 18 where the budget gap may be filled via other means. Given this discussion, it was **RESOLVED** that the proposal to reduce the current staffing level be deferred pending the budget discussions on the Council's budget for 2014/2015.

***CS 26 ON-STREET CIVIL CAR PARKING**

Subsequent to this item being listed at agendum 6, the report as finally prepared contained exempt information, therefore, the Committee agreed that it be considered under Part Two of the Meeting (Minute CS 32 – 2013/2014 below refers).

***CS 27 APPROACH TO CAR PARKING POLICY REVIEW**

Arising from Minute No AC 6 – 2013/2014, the Democratic Services Manager presented a report which sought to formalise the work of the Council's Car Parking Strategy Group and its reporting lines. Both the Strategy Group and the Council's Audit Committee had identified a strong need to analyse in detail the baseline statistics and data generated within each of the Council's car parks. Such information could then be used to inform the Council's decisions on car parking tariffs.

It was being proposed that two nominated Members of the Committee and the Street Scene Manager undertake an in-depth detailed analysis of this information.

The Audit Committee had been further concerned that there appeared to be a lack of any governance in respect of the modus operandi of the Car Parking Strategy Group, particularly in respect of no terms of reference nor any formal appointment process to the Strategy Group. It was being proposed that these issues be reviewed during the Annual Review of the Council's Constitution during early 2014 and that, in the meantime, the Strategy Group should act as an informal consultee on

Car Parking Strategy with its views being reported to the Community Services Committee.

It was **RESOLVED** that:

- (i) a review be undertaken into the Council's Car Parking Strategy as outlined in paragraphs 2.1 to 2.3 of the officer's report with Cllrs K Ball and J Moody being so appointed; and,
- (ii) the future governance in respect of the Car Parking Strategy Group be formalised as outlined in paragraph 2.4 to 2.6 of the officer's report.

***CS 28 TAMAR VALLEY AONB MANAGEMENT PLAN 2014 – 2019 CONSULTATION DRAFT**

Mr A Midlen, AONB Project Officer, attended the Meeting for this item.

Arising from Minute No CS 16 – 2013/2014, the Economic Development Officer presented a report (page 10 to the Agenda) on the Consultation Draft of the AONB Management Plan for the period 2014 – 2019. The detailed Consultation Draft had been made available to Members in both paper format and on the Council's web site. The Draft was also available on the Tamar Valley Service web site.

The Council had a statutory duty to develop and deliver a management plan with partners in the AONB.

It was **RESOLVED** that:

- (i) Members consider the Consultation Draft Plan and put forward any comments they may have; and,
- (ii) the Chief Executive, in consultation with the Chairman and Vice-Chairman of the Committee, be authorised to approve the final version of the Management Plan.

***CS 29 LOCAL GOVERNMENT ACT 1972, SECTION 100(A)(4)**

It was **RESOLVED** that under Section 100(A)(4) of the Local Government Act 1972, the public be excluded from the Meeting for the undermentioned item of business on the grounds that exempt information may be disclosed as defined in the paragraph given in brackets below from Part One of Schedule 12(A) to the Act.

***CS 30 ON-STREET CIVIL PARKING ENFORCEMENT PROPOSAL UPDATE – (PARAGRAPH 3 – INFORMATION RELATING TO THE FINANCIAL OR BUSINESS AFFAIRS OF ANY PARTICULAR PERSON (INCLUDING THE AUTHORITY HOLDING THAT INFORMATION))**

Arising from Minute No CS 17 – 2013/2014, the Head of Environment Services and the Street Scene Manager presented a joint report updating the Committee on progress being made in negotiating with Devon County Council on the future provision of the on-street car parking service. Devon County Council was looking to save a significant amount in the delivery of the service to meet budget pressures. The report was seeking the Committee's support on progressing the current district partnership proposal for the provision of

the service which would be scrutinised by Devon County Council at the end of November.

It was **RESOLVED** that:

- (i) officers continue to develop and submit the integrated service proposal with any final decision to submit a bid on the service in principle being subject to a cost neutral position being achieved for West Devon (as described in the draft business case presented at Appendix A), and being delegated to the Head of Environment Services in consultation with the Chairman and Vice-Chairman of this Committee; and,
- (ii) the Council prepares for the management and financial impact as set out in paragraph 4.2 of the officers' report of delivering the off street car parking service should the draft proposal be unsuccessful and the future on-street service being delivered by Devon County Council.

(The Meeting terminated at 3.30 pm.)