

CAR PARKING WORKING GROUP TERMS OF REFERENCE

Head of Service/Contact:	Joy Stevens, Head of Customer Services & Business Support
Urgent Decision?(yes/no)	No
If yes, reason urgent decision required:	N/A
Annexes/Appendices (attached):	None
Other available papers (not attached):	Report and Minutes of the meeting of the Environment Committee, 11 June 2018

Report summary

That the Committee approves the terms of reference for the car parking working group.

Recommendation (s)

- (1) That the Committee approves the terms of reference agreed by the car parking working group outlined in section 3 of this report.**

1 Implications for the Council's Key Priorities, Service Plans and Sustainable Community Strategy

- 1.1 The Council is required to consider and balance the effective management of parking spaces the promotion of economic vitality and the current financial situation.

2 Background

- 2.1 At the meeting of the Environment Committee on 11 June 2018, the Committee agreed that Councillor Tony Axelrod be appointed to the Car Parking Working Group as the Town Ward representative. Councillor Peter O'Donovan and Tella Wormington become members of the Working Group in their capacity as Chairman and Vice Chairman of Environment Committee respectively. Councillor Michael Arthur remains on the Working Group and Councillors Jane Race and Robert Geleit remain on the Working Group as Conservative Group and Labour Group representatives respectively.

Environment and Safe Communities Committee 23 October 2018

- 2.2 The first meeting of the Car Parking Working Group with the above councillors was held on 4 July 2018, where terms of reference were discussed and agreed. These terms of reference are now being brought back to the committee for approval.

3 Proposals

That the following Car Parking Working Group Terms of Reference are noted and approved:

3.1 Purpose of the Group

1. To assess if Epsom & Ewell Borough car parks are fit for purpose, and to make recommendations to relevant Committees
To assess current car park infrastructure and usage
To investigate additional capacity in car parks across the borough
To explore options to replace or upgrade existing car park equipment when required
2. To discuss a short, medium and long term car park strategy which can then be included in Epsom & Ewell's Parking Strategy.
Establish the views of stakeholders including businesses
3. To assess the safety, ease of use and value for money for car park users whilst considering the economic vitality of Epsom & Ewell.
To examine fees & charges for onward discussion
To look at permit feasibility options including workers/commuters/residents
4. To explore avenues to future-proof the Boroughs car parking options.
To consider the impact of the changes of retail habits and in the retail offering provided within the Borough
To assess the impact of changes to on-street parking and local developments on the Boroughs car parks
To explore the opportunities for electric vehicle charging within the borough car parks
To explore the opportunities for advertising within the Borough car parks
5. To explore and discuss options for changes to existing car park usage
To consider future parking options within Alexandra and Gibraltar recreation ground car parks
To propose a long term strategy for the car park in Kingston Road (Stoneleigh)

Environment and Safe Communities Committee 23 October 2018

3.2 Decision Making

Reports and recommendations from the group will need to be presented through the Committee process to Environment & Safe Communities Committee and potentially Strategy & Resources Committee, depending on the nature of the item.

3.3 Membership

The membership agreed at Environment Committee in June 2018, comprised 6 members as below. Officers will provide support as listed. Stakeholders will be consulted and then invited to attend meetings, if appropriate

Councillors:	Michael Arthur
	Tony Axelrod
	Robert Geleit
	Peter O'Donovan (Chair)
	Jane Race
	Tella Wormington (Vice Chair)
Officers:	
	Richard Appiah-Ampofo (Finance)
	Richard Chevalier (Parking)
	Sue Emmons (Finance)
	Susie Legg (Planning Policy)
	Joy Stevens (Head of Customer Services & Business Support)
	Kate Turner (Planning Policy)

3.4 Frequency & Timing of Meetings

Agreed that the frequency of meetings will be determined by the Chair or Vice Chair of Environment Committee in consultation with the Head of Customer Services & Business Support.

4 Financial and Manpower Implications

4.1 There are no direct financial implications arising from the proposals in this report. The finance team will be consulted when necessary on any recommendations from the Car Parking Working Group with financial implications outlined.

4.2 **Chief Finance Officer's comments:** None for the purposes of this report.

Environment and Safe Communities
Committee
23 October 2018

5 Legal Implications (including implications for matters relating to equality)

- 5.1 This body is a Working Group with no decision-making powers constituted under section 111 of the Local Government Act 1972. It will report to the Environment & Safe Communities Committee or Strategy & Resources Committee as necessary.
- 5.2 **Monitoring Officer's comments:** The legal issues have been identified above.

6 Sustainability Policy and Community Safety Implications

- 6.1 None for the purposes of this report.

7 Partnerships

- 7.1 None for the purposes of this report.

8 Risk Assessment

- 8.1 None for the purposes of this report.

9 Conclusion and Recommendations

- 9.1 To note and approve the proposed Terms of reference for the Car Parking Working Group.

Ward(s) affected: (All Wards);