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Legal and Democratic Services



To: All Members of the Strategy and Resources Committee

Dear Councillor

STRATEGY AND RESOURCES COMMITTEE - TUESDAY, 22ND DECEMBER, 2020 ,
<https://attendee.gotowebinar.com/register/1026203199036810251>

Please find attached the following report for the meeting of the Strategy and Resources Committee to be held on Tuesday, 22nd December, 2020.

6. **BOURNE HALL PARKING CHARGES FOR COMMUNITY VACCINATION SCHEME** (Pages 3 - 6)

The Council have been asked to support a Covid vaccination hub with discounted parking for staff and volunteers who are involved in delivering the vaccination programme.

For further information, please contact Democratic Services, email: democraticservices@epsom-ewell.gov.uk or tel: 01372 732000

Yours sincerely

A handwritten signature in black ink, appearing to read "K. Beldan".

Chief Executive

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BOURNE HALL PARKING CHARGES FOR COMMUNITY VACCINATION SCHEME

| | |
|---|---|
| Head of Service: | Ian Dyer, Head of Operational Services |
| Wards affected: | (All Wards); |
| Urgent Decision?(yes/no) | Yes |
| If yes, reason urgent decision required: | To support a local Covid community vaccination scheme |
| Appendices (attached): | None |

Summary

The Council have been asked to support a Covid vaccination hub with discounted parking for staff and volunteers who are involved in delivering the vaccination programme.

Recommendation (s)

The Committee is asked to:

- (1) delegate to the Head of Operational Services to implement a parking permit scheme at Bourne Hall for Fitznells Manor Surgery, as set out in paragraph 2.6 of this report.**

1 Reason for Recommendation

- 1.1 To respond to a request for support from the Integrated Care Partnership, for Fitznells Manor Surgery, in their role as a Covid Vaccination Hub.

2 Background

- 2.1 The Council has been approached by the Integrated Care Partnership for discounted parking provision at Bourne Hall to support its role in the Covid vaccination program.

- 2.2 The Integrated Care Partnership consists of four local medical surgeries. One of their surgeries, the Fitznells Manor Surgery has been confirmed as a Covid Vaccination Hub. The Surgery serves patients for Epsom, Stoneleigh and Ewell. They have around 28,000 patients, who will require two separate injections of the Covid vaccine approximately 21-28 days apart. The Surgery estimate that it will take them between 4 to 6 months to complete vaccination of its patients.
- 2.3 The Surgery have advised each vaccination session will require around 10 staff/ volunteers and that they will be offering vaccinations between 5pm to 8pm every day. It is understood the Government is asking surgeries to operate from 8am to 8pm 7 days a week, and therefore their proposed arrangements may be subject to change.
- 2.4 To support the mass vaccination scheme, the Partnership have asked if those staff and volunteers delivering the vaccine programme, be allowed to park at Bourne Hall for a discounted daily cost.
- 2.5 The standard charges to park in the Bourne Hall Car Park are:
 - 2.5.1 £3 for a maximum of 4 hours up to 18:30
 - 2.5.2 £1.50 rate for up to 2 hours and £2 rate for up to 3 hours
 - 2.5.3 £0.50p evening rate starting from 18.30 to 06:30
- 2.6 Having reviewed the proposals, possible impact and accessibility, it is proposed a parking permit scheme for the Bourne Hall car park include the following matters:
 - 2.6.1 discounted parking be made available to those operating out of Fitznells Manor Surgery to deliver the vaccination program only ('the permit scheme') up to a maximum of 10 parking spaces each day;
 - 2.6.2 the parking permit scheme be available for the duration of the vaccination program or up to 6 months whichever is the sooner;
 - 2.6.3 the parking permit charges be set for an all-day rate and a fixed all evening rate by the Head of Operational Services;
 - 2.6.4 subject to the bespoke elements of the scheme in terms of charges and duration, the parking permit scheme will operate in accordance with the Council's normal terms and conditions for parking permits.
- 2.7 If approved, the parking permit scheme will be operated by the Council.

3 Risk Assessment

Legal or other duties

3.1 Impact Assessment

3.1.1 N/A

3.2 Crime & Disorder

3.2.1 N/A

3.3 Safeguarding

3.3.1 N/A

3.4 Dependencies

3.4.1 N/A

3.5 Other

3.5.1 N/A

4 Financial Implications

4.1 As a result of the Covid pandemic, at Quarter 2 the Council is projecting an in-year deficit, pre-government support, of £4.57m, a significant proportion of which relates to the fall in car parking income. In this context, the Council must take steps to address its deficit and income shortfall, including seeking other sources of funding where possible.

4.2 The proposals set out in this report could have an effect on income received from the car park, however, the permit scheme is limited to a maximum of 10 spaces daily and for a maximum period 6 months, which allows any potential losses of parking income to be managed while at the same time providing a modest income.

4.3 **Section 151 Officer's comments:** None arising from the contents of this report.

5 Legal Implications

5.1 None arising from the contents of this report.

5.2 **Monitoring Officer's comments:** None arising from the contents of this report.

6 Policies, Plans & Partnerships

6.1 **Council's Key Priorities:** The recommendations contained in this report contribute towards the Council's priority of Safe and Well.

6.2 **Service Plans:** The matter is not included within the current Service Delivery Plan.

6.3 **Climate & Environmental Impact of recommendations:** N/A

6.4 **Sustainability Policy & Community Safety Implications:** N/A

6.5 **Partnerships:** N/A

7 **Background papers**

7.1 The documents referred to in compiling this report are as follows:

Previous reports:

- None

Other papers:

- None