

CAR PARKING WORKING GROUP

TERMS OF REFERENCE

TERMS OF REFERENCE TO BE AGREED BY ENVIRONMENT AND SAFE COMMUNITIES COMMITTEE ON TUESDAY 24TH JANUARY 2023

Role of the Group

1. To assess if Epsom & Ewell Borough car parks are fit for purpose, and to make recommendations to relevant Committees. To include:
 - assess current car park infrastructure and usage;
 - investigate additional capacity in car parks across the borough;
 - 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 include:
 - examine fees & charges for onward discussion;
 - look at permit feasibility options including workers/commuters/residents.

4. To explore avenues to future-proof the Borough's car parking options. To include:
 - consider the impact of the changes of retail habits and in the retail offering provided within the Borough;
 - assess the impact of changes to on-street parking and local developments on the Borough's car parks;
 - explore the opportunities for electric vehicle charging within the Borough's car parks;
 - explore the opportunities for advertising within the Borough's car parks.

5. To explore and discuss options for changes to existing car park usage.
To review options for recreation grounds, parks and open spaces parking.

Decision Making/Reporting

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.

Membership

The membership will consist of the Members as agreed by the Environment & Safe Communities Committee, with membership drawn from all councillors rather than only members of the Environment and Safe Communities committee. As most of the major car parks are in Town and Ewell Village wards, it would be helpful to have councillor representation from one or both of those wards. Membership will be determined annually and the new working group will start in the new municipal year. The group will consist of up to 6 Members and should include cross party membership if possible. The Chair of the group will be the Chair of Environment & Safe Communities Committee with attendance by the Vice Chair of that committee as required. Officers will provide support as listed and other officers will be invited to meetings as required. Stakeholders will be consulted and then invited to attend meetings, if appropriate

Officers:	Director of Environment, Housing and Regeneration
	Parking Manager
	Head of Housing and Community
	Chief Accountant
	Representative from Planning Policy

Frequency & Timing of Meeting

Agreed that the frequency of meetings will be determined by the Chair or Vice Chair of Environment and Safe Communities Committee in consultation with the Head of Operational Services.