

## **CAR PARK WORKING GROUP - TERMS OF REFERENCE**

<b>Head of Service:</b>	Rod Brown, Head of Housing & Community
<b>Wards affected:</b>	(All Wards);
<b>Urgent Decision?(yes/no)</b>	No
<b>If yes, reason urgent decision required:</b>	
<b>Appendices (attached):</b>	Appendix 1 – Terms of Reference

### **Summary**

This report sets out the Terms of Reference for the Car Park Working Group

### **Recommendation (s)**

#### **The Committee is asked to:**

- (1) Agree to the continuation of a Car Parking Working Group**
- (2) Approve the Terms of Reference for the Car Park Working Group as set out in Appendix 1**
- (3) Agree the Membership of the Car Park Working Group for 2023/24 as set out in section 3 of this report.**

## **1 Reason for Recommendation**

- 1.1 The terms of reference have been amended from those in place for the last municipal year to reflect new membership details and that this is a newly constituted working group.

## **2 Background**

- 2.1 The Car Park Working Group is a subgroup of the Environment Committee. Where this Committee wishes to establish a working group each municipal year, this Committee is invited to consider and approve its establishment and its Terms of reference for the year ahead.
- 2.2 It looks at the Council's car parking arrangements and makes recommendations as set out in its Terms of Reference shown in appendix 1.

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- 2.3 These terms of reference have been updated with the key change being the annual allocation of membership of the group for each political group / party.

### 3 Membership

- 3.1 The following Councillors have been nominated by their respective parties to sit on the working group:

Residents Association	Cllr Arthur Abdulin
Residents Association	Cllr Steven McCormick
Residents Association	Cllr Tony Froud
Liberal Democrats	Cllr Julie Morris
Labour	Cllr Kate Chinn
Conservative	Cllr Kieran Persand

### 4 Risk Assessment

Legal or other duties

- 4.1 Equality Impact Assessment
- 4.1.1 No issues arising from this report.
- 4.2 Crime & Disorder
- 4.2.1 No issues arising from this report
- 4.3 Safeguarding
- 4.3.1 No issues arising from this report
- 4.4 Dependencies
- 4.4.1 None
- 4.5 Other
- 4.5.1 None

### 5 Financial Implications

- 5.1 **Section 151 Officer's comments:** It is important that the Council consider the level of parking fees and charges in their car parks. There are no financial implications arising from the proposed amendments to the Working Group Terms of Reference.

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### 6 Legal Implications

- 6.1 **Legal Officer's comments:** the Working Group has no decision making powers but it will report its recommendations and views to the Environment Committee where necessary.

### 7 Policies, Plans & Partnerships

- 7.1 **Council's Key Priorities:** The following Key Priorities are engaged:  
Effective Council / Opportunity and Prosperity
- 7.2 **Service Plans:** Car parking is an important element of the Council's financial strategy and providing support to its town centres.
- 7.3 **Climate & Environmental Impact of recommendations:** The Borough's car parks have a role to play in the climate change action plan, linking with actions to encourage more sustainable transport options and implementing public electric charging points in Council operated Car Parks. Consideration could also be given to investigating the feasibility of our car parks for solar canopies.
- 7.4 **Sustainability Policy & Community Safety Implications:** None
- 7.5 **Partnerships:** The Borough car parks are designed to support local businesses and retailers.

### 8 Background papers

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

**Previous reports:**

- Car Park Working Group Terms of Reference 24 January 2023

**Other papers:**

- None