

## CAR PARKING SCRUTINY PANEL - ACTION NOTES

**MEETING 7:** 13th November 2014

**ATTENDED BY:** Councillors: Sharp (Chair), Campsall, Paling, Parton, Poland and Smidowicz

**APOLOGIES:** Councillors Jones, Pacey and Sansome

Officers: M. Hopkins and F. Whittington

### CONSIDERED AT THIS MEETING:

| DOCUMENT OR MATTER  | ACTIONS AGREED |
|---|----------------|
| Scope document  | Noted          |
| Action Notes<br>29th September 2014   | Noted          |
| <b>PANEL DRAFT REPORT</b>   |                |
| <u>Chapter 1 – Introduction</u><br><br>AGREED   |                |
| <u>Chapter 2 - Need for Increased Capacity</u><br><br>AGREED, with the addition of the following wording at the end of recommendation 4:<br><br>....In particular, the views of the BID would be welcomed <i>and feedback received by councillors from the public could be sought by the Board.</i> |                |
| <u>Chapter 3 - Pay on Exit</u><br><br>AGREED  |                |
| <u>Chapter 4 - Parking Solutions for Town Centre Employees</u><br><br>AGREED  |                |
| <u>Chapter 5 - Market Trader Permits Scheme</u><br><br>AGREED   |                |
| <u>Chapter 6 - Car Parking Promotions and Charges</u><br><br>AGREED with:   |                |

1. the addition of the following wording in recommendation 1:  
  
Working with the Loughborough Business Improvement District (BID), a 12 month trial be introduced for Free Sunday Parking, *supported by appropriate marketing, encompassing all of Charnwood*, at a cost of c. £30,000 which could be shared with the BID, with a review at the end of the 12 month period.
2. Recommendation 2 be deleted, as it duplicates some of the wording in recommendation 3.

Chapter 7 - S106 Funding

AGREED

Chapter 8 – Sustainable Transport Options

AGREED, with the inclusion in recommendation 2 of a reference to the information hub in chapter 8 recommendation 1.

Chapter 9 – Operational Issues to be Considered by Officers and Other Agencies

AGREED

Use the initial paragraph at 9.1 as the introduction to the conclusions of chapter 1.

- AMENDMENTS
1. Add appendices, relevant footnotes, any further updates regarding items referred to Landlord Services and Leicestershire County Council and make minor corrections.
  2. Add a contents page after the Chair's introduction.
  3. Re-order chapters: Chapter 2 – Need for increased capacity  
Chapter 3 – Section 106 Contributions  
Chapter 4 – Car Parking Promotions and Charges

PUBLICITY

The Panel considered appropriate publicity for the report at this stage.

AGREED

1. that officers work with the Communications team to publicise the completion of the Panel work and the process to take the report forward, to ensure it is clear that recommendations within the report cannot be actioned until the report has been agreed by the Scrutiny Management

Board, submitted to Cabinet and agreed by Cabinet.

2. A link to the report on the Scrutiny Management Board web site be sent to the Parish/Town councils and community groups in Loughborough that responded to the survey, witnesses and all other interested parties, with a note of thanks for participating with the survey.

#### PROCESS FOR TAKING THE REPORT FORWARD

The report will be submitted to the Scrutiny Management Board at its meeting to be held on 3rd December 2014.

Once the Scrutiny Management Board is content with the report, it is anticipated that the report will be submitted to the Cabinet, at its meeting to be held on 18th December 2014, at which time officers will submit their comments on the report and its recommendations. The Cabinet will then agree which recommendations will be implemented.

A further report will be submitted to the Scrutiny Management Board six months later, for officers to report on progress with the final report recommendations.

