

**FORM 2****NOTICE OF DECISION OF CABINET MEMBER**

Pursuant to Section 15(4) of the Local Government Act 2000, as amended by section 63 of the Local Government and Public Involvement in Health Act 2007, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1<sup>st</sup> December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

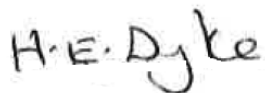
In accordance with the authority delegated to me, I have made the following decision:

<b>Subject</b>	<b>Decision</b>	<b>Reason for decision</b>	<b>Date for Decision to be taken</b>
Cabinet advisory panel – car parking	To approve the terms of reference for the panel and to appoint Councillor Claire Barnett to chair it.	To discharge the commitment to appoint such a panel, which was part of the Leader’s announcements to Council at its meeting in February 2022.	18 August 2022

**I confirm that the appropriate statutory officer consultation has taken place with regard to this decision.**

Dated: 18 August 2022

Signed:



Councillor: Helen Dyke  
Leader of the Council

To: Councillor Helen Dyke, Leader of the Council

From: Ian Miller, Chief Executive

Ext. 2700

ian.miller@wyreforestdc.gov.uk

Date: 10 August 2022

## **CABINET REVIEW PANEL – CAR PARKING**

### **1. PURPOSE OF REPORT**

- 1.1 To approve the terms of reference for this Cabinet review panel and to appoint a member to chair it.

### **2. RECOMMENDATIONS**

- 2.1 That the Leader **AGREES the terms of reference in the appendix and to** appoint Councillor Claire Barnett to chair the Panel.

### **3. BACKGROUND**

- 3.1 Your announcements to the Council meeting in February included the following:

“Car parking charges are an important part of the Council’s income, and they can be a source of contention both between politicians and with the public and businesses. The Cabinet has approved various changes to the pricing structure for April 2022. It is important that we analyse what impact those changes have, including whether they generate the income that we need to support services. The Cabinet and I have therefore decided to set up a Car Parking Advisory Panel which will be multi-party and will provide any recommendations to Cabinet by November 2022, so that we can consider them for implementation in April 2023. I expect the panel to commence its work in the latter half of 2022, when it will be able to have meaningful data about usage and income in the first few months of the financial year.”

### **KEY ISSUES**

- 4.1 The terms of reference for the Panel are in the appendix and have been developed in discussion with the Cabinet. They are now submitted for formal approval. It is also necessary to appoint a member to chair the Panel and you have indicated your intention to appoint Councillor Claire Barnett to that role. It is hoped that the first meeting of the Panel will be held later this month.

## **5. FINANCIAL IMPLICATIONS**

- 5.1 There are no direct financial implications arising from this report, other than staff time in supporting the Panel's work. The financial implications of any recommendations from the Panel would need to be identified and reported to Cabinet when it takes its decisions on car parking charges for 20233 onwards, which is expected to happen at the Cabinet's meeting in December.

## **6. LEGAL AND POLICY IMPLICATIONS**

- 6.1 The recommendations are about internal matters only and there are no specific legal requirements.

## **7. EQUALITY IMPACT NEEDS ASSESSMENT**

- 7.1 The recommendations in this report have been screened for their impact on the various equality strands. There is none.

## **8. RISK MANAGEMENT**

- 8.1 No relevant issues identified.

## **9. CONSULTEES**

- 9.1 On the terms of reference: Cabinet and Corporate Leadership Team.  
9.2 On this report: Solicitor to the Council and Deputy Section 151 Officer.

## **10. BACKGROUND PAPERS**

- 10.1 None.

## **APPENDIX**

### **Car parking – Cabinet advisory panel**

#### **Purpose of advisory panel**

To review income and usage of car parks, including season tickets, following the changes that took effect in April 2022.

To provide recommendations to Cabinet no later than November 2022 on any adjustments to the charging structure that might be considered by Cabinet for implementation with effect from April 2023. Recommendations will need to be broadly consistent with the income that is assumed in the medium-term financial strategy for 2022-2025, and will need to take account of the steer about the Cabinet's expectations below.

#### **Financial and policy context and timetable**

Car parking income is an important part of the Council's overall revenue budget.

In addition to the changes being implemented in April 2022, further increases in car parking charges are assumed within the medium-term financial strategy and are assumed to be a 10p increase in 2023 and 2024 e.g. £2.20 for 2 hours becomes £2.30 in 2023 and £2.40 in 2024. These are based on static sales volumes, and ensure that the funding gap isn't exacerbated by static car park ticket income.

The Cabinet expects to maintain the seasonal charging structure in Stourport and Bewdley, in order to ensure that tourists contribute to costs facing the Council. With that exception, the Cabinet expects to have a system of charges, including charges for season tickets, that is the same throughout the three towns.

The Cabinet is prepared to consider whether the structure of charging bands and the types of season tickets remain relevant. However it would not wish to return to the overly complex approach that existed before 2020 and therefore would not expect to implement significant additional numbers of charging bands or of types of season tickets.

The Cabinet would expect any changes that might arise from the panel's advice to apply for a period of at least one year, so that there is a sufficient period for piloting of alternative approaches.

If the panel's recommendations include any proposals to incentivise visitors to stay longer or to use town centre businesses (for example, through schemes to refund parking charges or provide discounts from purchases with town centre businesses), then the administrative requirements and any impact on the council's financial position need to be modest and sustainable. The panel would need to identify how businesses would play their part in any such proposals, as the Cabinet is not

prepared to introduce arrangements that simply lower or remove car parking charges.

The advisory panel will meet remotely, starting in August 2022, when at least three months' data on usage and income will be available and therefore provide meaningful information about patterns after the April 2022 changes have taken effect. Monthly updates on data will be provided thereafter to assist the advisory panel in formulating its recommendations.

### **Membership**

Six members, not members of the Cabinet. Two members from each of the Conservative and Independent groups, one member from each of the Labour and Liberal Democrat groups.

The members must include at least one councillor from each of the three towns. As the Labour and Liberal Democrat groups have members in Kidderminster only, this means that – between them – the Conservative and Independent groups will need to provide at least one member from Bewdley/Wribbenhall and one member from Stourport-on-Severn.

The Cabinet Member for Operational Services will attend to observe and assist the advisory panel but is not a member of the panel and will not contribute to conclusions or recommendations reached by the panel.

The advisory panel will be chaired by Councillor Claire Barnett, from the Progressive Alliance.

The advisory panel is not a formal committee and will not be open to the press and public. It will proceed by consensus in terms of formulating its conclusions and recommendations. In the event of any difference of views among the members of the panel, the majority view will be taken as the consensus, without the need for voting.

In order to facilitate a focussed approach, it is not intended that the advisory panel will be open to other members to attend although information provided to the panel will be made available to all members and its recommendations will be reported formally to Cabinet.