



PART A:	MATTERS DEALT WITH UNDER DELEGATED POWERS
REPORT TO:	POLICY AND RESOURCES COMMITTEE
DATE:	23 OCTOBER 2019
REPORT OF THE:	DEMOCRATIC SERVICES MANAGER SIMON COPLEY
TITLE OF REPORT:	APPOINTMENT OF CAR PARKING WORKING PARTY
WARDS AFFECTED:	ALL

EXECUTIVE SUMMARY

1.0 PURPOSE OF REPORT

1.1 This report asks the Policy and Resources Committee to approve the terms of reference for a Car Parking Working Party and to appoint its membership.

2.0 RECOMMENDATION(S)

2.1 It is recommended that

- (i) The draft terms of reference attached as Appendix 1 of the report be approved, with any amendments that the Committee wishes to make;
- (ii) That the Committee appoints named Members and substitutes to the Working Party, for the ensuing year, until such time as new appointments are made.

3.0 REASON FOR RECOMMENDATION(S)

3.1 To provide elected Member input into the review of the Council's Car Parking Strategy.

4.0 SIGNIFICANT RISKS

4.1 When determining the size and the make-up of the Working Party, Members will need to ensure that it can operate efficiently and effectively in considering its business.

4.2 Creation of three additional working parties (this one, the Milton Rooms Working Party and the Local Plan Working Party), under Policy and Resources Committee, along with three task groups currently running under Overview and Scrutiny Committee, will have an impact on staffing capacity in the Democratic Services area, at least in the short term ahead of the restructure of Corporate Governance and Finance, and it is possible that a snap general election may have to be resourced during the same time period.

5.0 POLICY CONTEXT AND CONSULTATION

- 5.1 The Working Party is being established as part of the review of the Council's Car Parking Strategy. The views of Members on the details of the Working Party's composition and size are being sought through consideration of this report at the Policy and Resources Committee.

REPORT

6.0 REPORT DETAILS

- 6.1 The Council approved funding towards development of a Car Parking Strategy for Ryedale on 12 April 2018 (Minute 84).
- 6.2 Following on from this, officers have worked closely with colleagues at North Yorkshire County Council to agree the scope of work and have subsequently appointed WSP, working with specialists Parking Perspectives, in late 2018 to research and develop the new strategy. Initial preparatory work on the strategy has included:
- collating & provision of background data to consultants
 - initial engagement with a limited number of local stakeholders
 - commissioning car park surveys
 - review of ticket sales data
 - review of parking permit data
 - analysis of the above information
 - initial draft findings and report
- 6.3 The initial findings of the above work were presented to Members at a briefing on 26 September 2019 and the consultants will incorporate feedback from Members before issuing a draft car park strategy report.
- 6.4 The next stage of work will be to undertake stakeholder consultation workshops to present the findings of the analysis undertaken and draft recommendations and to seek more formal feedback prior to finalising the report and reporting back to Members.
- 6.5 A working party is now being created to enable further input from elected Members, as key recommendations are made and to translate the draft car park strategy report into policy ready for implementation in the new financial year. The working party will invite local Members to give views when their areas are discussed and may go on to consider issues such as variable parking tariffs, issues specific to each town, parking byelaws and Traffic Regulation Orders. The working party is required only whilst this piece of work takes place and can then be disbanded.
- 6.6 Draft terms of reference for a Car Parking Working Party are attached as Appendix 1 of this report. These may be amended by the Committee if it wishes, prior to approval.
- 6.7 The Committee needs to appoint named Members and substitutes to the Working Party.
- 6.8 As working parties are advisory bodies and cannot make decisions, political proportionality requirements do not apply.
- 6.9 Under Council Procedure Rule 25C (ii), the Chair of Policy and Resources Committee has the right to be an ex officio member and Chair of the Working Party.

- 6.10 The Committee may wish to consider a number of factors when determining the size and make-up of the working party, including representation from political groups and balancing the need for good representation with efficient and effective working. With this in mind, a maximum size of 5 Members (including the Chair of Policy and Resources Committee) is recommended.
- 6.11 Members of the working party do not have to be drawn from the membership of the Policy and Resources Committee. However the restriction that Members may not scrutinise any decision they have had involvement in should be noted, if Members of the Overview and Scrutiny Committee are included,
- 6.12 Working parties are normally appointed annually at the first ordinary meeting of the Policy and Resources Committee after the Annual Meeting of Council. This Working Party is therefore being appointed for a time period running until Policy and Resources Committee in June 2020. If work is ongoing at that time, then the Working Party can be reappointed.

7.0 IMPLICATIONS

7.1 The following implications have been identified:

a) Financial

There is a financial cost related to staffing, given the committee support requirements for the working group, and additional capacity will be provided through the Corporate Governance and Finance restructure. There may also be staffing costs associated with supporting the working party, around co-ordination of its work and potential community engagement activities.

b) Legal

There are no significant legal implications.

c) Other (Equalities, Staffing, Planning, Health & Safety, Environmental and Climate Change, Crime & Disorder)

Holding additional meetings will have a small climate change impact in terms of additional journeys, paper use, heating and lighting.

Staffing implications are set out under the significant risks section of the report.

An equalities impact assessment will need to be conducted as part of the work on the review of the car parking strategy.

There are no other significant other implications.

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Background Papers:
Minutes of Full Council on 12 April 2018.

Background Papers are available for inspection at:
www.ryedale.gov.uk