

NOTICE OF MEETING

Meeting: ENVIRONMENT OVERVIEW AND SCRUTINY PANEL

Date and Time: THURSDAY, 15 OCTOBER 2020, AT 2.00 PM*

Place: SKYPE MEETING - ONLINE

Enquiries to: E-mail: karen.wardle@nfdc.gov.uk
Tel: 023 8028 5071

PUBLIC PARTICIPATION:

*Members of the public may speak in accordance with the Council's public participation scheme:

- (a) immediately before the meeting starts, on items within the Panel's terms of reference which are not on the public agenda; and/or
- (b) on individual items on the public agenda, when the Chairman calls that item. Speeches may not exceed three minutes.

Anyone wishing to speak should contact the name and number shown above no later than 12.00 noon on Tuesday, 13 October 2020. This will allow the Council to provide public speakers with the necessary joining instructions for the Skype Meeting.

Bob Jackson
Chief Executive

Appletree Court, Lyndhurst, Hampshire. SO43 7PA
www.newforest.gov.uk

This Agenda is also available on audio tape, in Braille, large print and digital format

AGENDA

Apologies

1. DECLARATIONS OF INTEREST

To note any declarations of interest made by members in connection with an agenda item. The nature of the interest must also be specified.

Members are asked to discuss any possible interests with Democratic Services prior to the meeting.

2. PUBLIC PARTICIPATION

To note any issues raised during the public participation period.

3. DRAFT WASTE STRATEGY (TO FOLLOW)

To consider the draft Waste Strategy.

THIS ITEM WILL NOT BE CONSIDERED BEFORE 3.00 PM

4. CALL-IN REQUEST - CHANGES TO SHORT AND LONG STAY SPACES IN WINSOR ROAD, CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS AND THE INTRODUCTION OF CHARGES IN CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS, TOTTON (Pages 5 - 12)

Following the request from Cllr Rackham to call-in the Planning and Infrastructure Portfolio Holder's decision to make changes to the long and short stay car parking spaces in three car parks in Totton and to introduce charges in the Civic Centre and Westfield Road car parks in Totton, to consider the issues being raised by Cllr Rackham, as set out in paragraph 2.3 of the report..

Please note: In accordance with the Council's procedures, as only one Member requested that the decision be called in, the decision has been implemented. The matter however has been referred to this Panel for consideration. Cllr Rackham has been invited to attend.

5. ANY OTHER ITEMS THAT THE CHAIRMAN DECIDES ARE URGENT

NEW FOREST DISTRICT COUNCIL – VIRTUAL MEETINGS

Background

This meeting is being held virtually with all participants accessing via Skype for Business.

A live stream will be available on YouTube to allow the press and public to view meetings in real time and can also be found at the relevant meeting page on the Council's website.

Principles for all meetings

The Chairman will read out Ground Rules at the start of the meeting for the benefit of all participants. All normal procedures for meetings apply as far as practicable, as the new Government Regulations do not amend any of the Council's existing Standing Orders.

The Ground Rules for all virtual meetings will include, but are not limited to, the following:-

- All participants are reminded that virtual public meetings are being broadcast live on YouTube and will be available for repeated viewing. Please be mindful of your camera and microphone setup and the images and sounds that will be broadcast on public record.
- All participants are asked to mute their microphones when not speaking to reduce feedback and background noise. Please only unmute your microphone and speak when invited to do so by the Chairman.
- Councillors in attendance that have not indicated their wish to speak in advance of the meeting can make a request to speak during the meeting by typing "RTS" (Request to Speak) in the Skype chat facility. Requests will be managed by the

Chairman with support from Democratic Services. The Skype chat facility should not be used for any other purpose.

- All participants should note that the chat facility can be viewed by all those in attendance.
- All participants are asked to refer to the report number and page number within the agenda and reports pack so that there is a clear understanding of what is being discussed at all times.

Voting

When voting is required on a particular item, each councillor on the committee will be called to vote in turn by name, expressing their vote verbally. The outcome will be announced to the meeting. A recorded vote will not be reflected in the minutes of the meeting unless this is requested in accordance with the Council's Standing Orders.

By casting their vote, councillors do so in the acknowledgement that they were present for the duration of the item in question.

Technology

If individuals experience technical issues, the meeting will continue providing that it is quorate and it is still practical to do so. The Chairman will adjourn the meeting if technical issues cause the meeting to be inquorate, the live stream technology fails, or continuing is not practical.

Public Participation

Contact details to register to speak in accordance with the Council's Public Participation Procedures are on the front page of this agenda.

In order to speak at a virtual meeting, you must have the facility to join a Skype for Business Meeting. Joining instructions will be sent to registered speakers in advance of the meeting.

The Council will accept a written copy of a statement from registered speakers that do not wish to join a Skype Meeting, or are unable to. The statement will be read out at the meeting and should not exceed three minutes. Please use the contact details on the agenda front sheet for further information.

To: **Councillors:**

Steve Rippon-Swaine (Chairman)
Sue Bennison (Vice-Chairman)
Ann Bellows
Geoffrey Blunden
Allan Glass

Councillors:

Andrew Gossage
Stephanie Osborne
Tony Ring
Derek Tipp
Malcolm Wade

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ENVIRONMENT OVERVIEW AND SCRUTINY PANEL – 15 OCTOBER 2020

CALL-IN REQUEST - CHANGES TO SHORT AND LONG STAY SPACES IN WINSOR ROAD, CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS AND THE INTRODUCTION OF CHARGES IN CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS, TOTTON

1. INTRODUCTION

- 1.1 For the last 18 years Totton and Eling Town Council have paid New Forest District Council (NFDC) an annual sum to keep the NFDC owned Civic Centre and Westfield Road car parks in Totton town centre free. This amount covered the business rates on these two car parks but did not cover any of the other costs associated with providing public car parking.
- 1.2 This payment did not provide any financial reimbursement for the loss of parking income which would have been received by the District Council since car park Necharges were introduced district wide in 2003. Thus, a proportion of the annual revenue from all the other NFDC car parks had to be used to pay for the upkeep, maintenance, inspections and enforcement patrols of these two town centre car parks to enable them to remain free.
- 1.3 Totton and Eling Town Council have stated their intention to withdraw from this annual payment therefore it was considered right and proper to address this inequality and ensure that all the town centre car parks in Totton fit into the charging regime in force throughout the district. To date no payment has been received for 2020/21.
- 1.4 A survey carried out in 2018 highlighted a need to address the balance between long and short stay car parking spaces in Totton. This proposal addresses this by providing additional short stay parking which supports the local businesses by ensuring spaces are available to the public throughout the day, unlike long stay spaces where vehicles tend to park all day.
- 1.5 Following the Portfolio Holder's Decision made by Cllr Edward Heron on 11 September 2020 with regards to introducing Car Parking Charges into two car parks in Totton and changes to short and long spaces in three of the car parks in Totton, Cllr Caroline Rackham has given formal notice that she wishes the decision made by Cllr Edward Heron to be called-in. Her reasons are set out in paragraph 2.3 of this report.
- 1.6 In accordance with Council procedures, as no other call in notices have been received, the decision stands and Cllr Caroline Rackham has the opportunity to express her concerns about the decision to this Panel.

2. BACKGROUND

- 2.1 The Council operates car parks across the district and sets the appropriate car parking charges for the use of those car parks.

- 2.2 Councillor Edward Heron made a Portfolio Holder decision on 11 September 2020 and Appendix 1 of this report sets out the Portfolio Holder Decision which is the subject of this call-in.
- 2.3 Within the call-in period Councillor Rackham gave formal notice to call-in the decision and stated that:
- "This decision will be detrimental to businesses in Totton and is not in line with my understanding of the results from previous discussions with the town council."*
- 2.4 Cllr Rackham has been invited to attend the meeting in order to discuss her concerns with the Panel.
- 2.5 As set out in the Council's Constitution, where only one member of the Council has called-in a decision, the Panel should consider whether:
- a) The decision was within the Council's policy and budget; and
 - b) If it was, whether the policy or budget should be reviewed

The views of the Panel shall then be reported directly to the Leader and the Council.

3. FINANCIAL IMPLICATIONS

- 3.1 The financial implications of the Portfolio Holder's decision are set out in Appendix 1, section 5. However, it is estimated that making the Civic Centre and Westfield Road car parks pay and display will provide enough revenue to cover business rates, maintenance, inspection and enforcement costs. In addition, revenue from parking charges will also go to support other essential council services.

4. CRIME AND DISORDER, ENVIRONMENTAL, EQUALITY AND DIVERSITY IMPLICATIONS

- 4.1 The decision to change car parking arrangements in three Totton Car Parks is expected to continue to support the town centre economy by providing enough short stay parking in the centre of the town whilst maintaining the provision of Long Stay spaces which will encourage commuter parking thus reducing emissions in the Totton area.
- 4.2 The current parking clock system which allows short stay parking for up to 3 hours at 7 pence per day will continue to provide support to local businesses. It is not anticipated that these changes will have a detrimental effect on the local economy, including shops, gyms and other businesses in the town centre.

5. CONCLUSION

- 5.1 The Portfolio Holder Councillor Edward Heron made a decision on the 11 September 2020 which is now being actioned.
- 5.2 Councillor Rackham gave formal notice that she intended to call in the decision, but as no other Councillors gave formal notice of call-in the Portfolio Holder decision stands.
- 5.3 Councillor Rackham has been invited to attend the meeting on the 15 October of the Environment Overview and Scrutiny Panel to address the Panel.

6. RECOMMENDATION

- 6.1 That the Panel consider Councillor Rackham's call-in submission.
- 6.2 That the Panel determine whether the decision was within the Council's policy and budget and whether the policy and budget to be reviewed.

For further information please contact:

Background Papers:

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**PLANNING AND INFRASTRUCTURE PORTFOLIO HOLDER DECISION –
11 SEPTEMBER 2020**

CHANGES TO SHORT AND LONG STAY SPACES IN WINSOR ROAD, CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS AND THE INTRODUCTION OF CHARGES IN CIVIC CENTRE AND WESTFIELD ROAD CAR PARKS, TOTTON

1. ITEM FOR DECISION

- 1.1 That an amendment to the District of New Forest (Off-Street Car Parking Places) Order 2005 be advertised to the effect that:
- 1.2 Civic Centre car park: All Long Stay spaces (20 hours) be changed to Short Stay spaces (3 hours no return within 2 hours) and charges apply as follows:
- | | |
|---------|-------|
| 1 hour | £1.00 |
| 2 hours | £2.00 |
| 3 hours | £2.50 |
- 1.3 Westfield Road car park: 40 Long Stay spaces (20 hours) be changed to Short Stay spaces (3 hours no return within 2 hours). All other Long Stay spaces remain and charges apply as follows:
- | | | |
|----------|-------|----------------|
| 1 hour | £1.00 | |
| 2 hours | £2.00 | |
| 3 hours | £2.50 | |
| 4 hours | £3.00 | Long stay only |
| 5 hours | £4.00 | Long stay only |
| 20 hours | £5.00 | Long stay only |
- 1.4 Winsor Road car park: All spaces changed to Short Stay spaces (3 hours no return within 2 hours) and charges apply as follows:
- | | |
|---------|-------|
| 1 hour | £1.00 |
| 2 hours | £2.00 |
| 3 hours | £2.50 |

2. CURRENT ARRANGEMENTS

- 2.1 Totton and Eling Town Council have paid NFDC an annual sum to keep the NFDC owned Civic Centre and Westfield Road car parks in Totton town centre free for around 18 years. This amount covered the business rates on these 2 car parks but did not cover maintenance, administration or enforcement costs associated with their operation.
- 2.2 The Town Council pay a sum of £28,000 which is equivalent to the Business Rate charges paid out by New Forest District Council for these two car parks annually, no financial reimbursement has been received for the loss of parking income which would have been received by the District Council since car park charges were introduced district wide in 2003.
- 2.3 The effect of this is that the District Council have been subsidising these two car parks in Totton to enable that town to have free parking in the town centre. This arrangement is not available to other Towns or Parishes.

- 2.4 This inequality needs to be addressed and as Totton and Eling Town Council have stated their intention to withdraw from this annual payment it is now right and proper that the town centre car parks in Totton fit into the charging regime in force throughout the district. To date no payment has been received for 2020/21.
- 2.5 In 2018 a parking survey was carried out by Alpha Parking, an independent Parking Specialist. The conclusions from this survey revealed that:
- The results do not indicate overall capacity issues in the car parks, but several of them (Civic Centre, Elingfield, War Memorial and Winsor) come under sustained pressure on weekdays, others such as Rumbridge Street are underutilised.
 - There were no capacity issues in the car parks identified from the Saturday survey.
 - Some of the car parks, particularly Elingfield and Rumbridge Street are significantly affected by commuter parking but, overall, commuters only account for 13.3% of those interviewed in the car parks, compared with 26.8% who were shoppers.
 - Commuters are likely to stay for two to three times as long as shoppers and may for that reason make a greater contribution to the overall demand for parking.
- 2.6 It is clear from the parking survey that overall capacity is not an issue in Totton. What needs to be addressed is the balance between short and long-term parking and making all our district town and village car parks equitable in their contribution to managing these assets for the future.

3. BENEFITS OF THE PROPOSED CHANGES.

- 3.1 Changing spaces from Long Stay to Short Stay will encourage greater turnover of vehicles and thus create more parking opportunities in support of local businesses in the centre of town.
- 3.2 Those wishing to park for longer periods of time will continue to be able to use Long Stay spaces that are currently available at other car parks within Totton.
- 3.3 This proposal would bring Totton in line with all other Towns and Parishes where charging for car parking has been working well for many years, with residents very satisfied with the value and flexibility of the Councils Parking Clock Scheme, where for £25 a year you can park for up to 3 hours, 365 days of the year in town centre car parks.

4. CONSULTATION

- 4.1 Prior to the proposed Amendment Order coming into force a statutory consultation process will be undertaken and the consent of the Highway Authority (HCC) sought.
- 4.2 This consultation process will take the form of an advertisement in the local press, the Council's Web Site and with targeted correspondence with nominated consultees.
- 4.3 Notices will also be placed in those car parks affected by the proposed changes.
- 4.4 It is proposed that the parking charges at the Civic Centre and Westfield Road car park would commence from 1 January 2021.

5. FINANCIAL IMPLICATIONS

- 5.1 It is estimated that making these two car parks pay and display will produce enough revenue to cover business rates, maintenance and enforcement costs.
- 5.2 It is expected that there would be a high proportion of locals using the parking clocks to pay to park with 80% parking clock usage, this would leave a ticket machine income of around £75,000 with additional parking clock income (based on 200 short stay clocks at £25.00 each) added this would leave a predicted total income of circa £80,000 per year.

6. ENVIRONMENTAL, CRIME & DISORDER AND EQUALITY & DIVERSITY IMPLICATIONS

- 6.1 It is expected that the proposal will continue to support the town centre economy by providing enough short stay parking in the centre of the town whilst maintaining the provision of Long Stay spaces which will encourage commuter parking thus reducing emissions in the Totton area.

7. RECOMMENDATION

- 7.1 That a draft amendment to the District of New Forest (Off-Street Parking Places) Order 2005, be advertised to the effect that the spaces in the car parks detailed at paragraphs 1.2 to 1.4 of this report, be designated for short stay (maximum waiting period 3 hours no return within 2 hours) and that charges be introduced as per paragraphs 1.2 and 1.3 in Civic centre and Westfield Road car parks.

8. PORTFOLIO HOLDER ENDORSEMENT

I have agreed to the recommendation of this report.

CLLR E J HERON

Sign:

Date: 11 September 2020

For Further Information Please Contact:

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Colin Read
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Date on which notice given of this decision – 11 September 2020

Last date for call-in – 18 September 2020

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