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EXECUTIVE DECISION RECORD

A1 Service Area	Regulatory Services
A2 Title	Deferral of increase to Parking Tariffs and PayByPhone App and to temporarily suspend Parking Charges on ESBC car parks – COVID-19 pandemic
A3 Decision Taken By	Leader/ Deputy Leader/ Chief Officer (<i>please delete as appropriate</i>)
A4 Chief Officer	Please print name: Mark Rizk Please sign name:
A5 Leader / Deputy Leader	Please print name: Cllr B Peters Please sign name:
A6 Date of Decision	27 th March 2020

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
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Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to?	(Please tick as appropriate) ✓
Scrutiny (Audit & Value for Money Council Services) Committee	✓
Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee	<input type="checkbox"/>

B1 What is the Decision?	i) Deferral of the car park tariff increase planned for 01 April 2020 and implementation of the PayByPhone App process. ii) To suspend the current car parking charges. This is a temporary suspension of charges – i.e. there will be no charges for the time being, while we are dealing with the COVID-19 pandemic. This situation will be kept under review.
B2 What are the reasons for the Decision?	Due to the COVID-19 pandemic
B3 What are the contributions to Corporate Priorities?	Environment and Health & Wellbeing Value for Money Council
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	<p>Under normal circumstances the Council is estimated to generate on average approx. £25k per week in revenue income from car parking activities (including the previously approved price increase from 1st April 2020).</p> <p>The Covid-19 pandemic and associated lock down is inevitably already having a very significant impact on car parking income levels, with a reduction of approx. 90%.</p> <p>The estimated impact of these proposals is therefore a loss of revenue income estimated at £2,500 per week (based on the latest data)</p>
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The finance section has been approved by the following member of the Financial Management Unit:	<p>Please print name: Lisa Turner</p> <p>Please sign name: <i>(see email below)</i></p> <p><i>Signed off 27.03.20 at 11.36am</i></p>
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
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B7 Is the Decision wholly in accordance with the Council's budget?	No
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Equalities Implications

B8 What are the Equalities implications: NA

B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

Risk Assessment

B9 What are the Risk Assessment implications:

B9.1 Positive (Opportunities/Benefits):

B9.2 Negative (Threats):

Increasing tariffs during a pandemic would give negative publicity.

B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations: NA

B10.1 There are no significant legal issues arising from this decision.

This section has been approved by the following member of the Legal Team:

Please print name: Angela Wakefield

Please sign name:



Sustainability Implications

B11 What are the Sustainability implications: NA

Health & Safety Implications

B12 What are the Health & Safety implications: NA

Key Decision

B13 Is this a Key Decision?	No
Note: A Key Executive Decision is one where:	
<ol style="list-style-type: none">1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,0002. CAPITAL – Any capital project with a value in excess of £150,0003. A decision which significantly affects communities living or working in an area comprising two or more wards.	
B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk

From: Lisa Turner

Sent: 27 March 2020 11:36

To: Mark Rizk <mark.rizk@eaststaffsbc.gov.uk>; Angela Wakefield <angela.wakefield@eaststaffsbc.gov.uk>; Carol Flannery <carol.flannery@eaststaffsbc.gov.uk>

Cc: Cllr B G Peters <bernard.peters@eaststaffsbc.gov.uk>; Julie Byrne <julie.byrne@eaststaffsbc.gov.uk>; Andrea Davies <andrea.davies@eaststaffsbc.gov.uk>

Subject: RE: 195.20Defer Tariff Changes (005)

Hi Mark,

Yes, I can confirm my sign off as well.

Many thanks,

Lisa