



EXECUTIVE DECISION RECORD

REF No 371.21

A1 Service Area	Regulatory Services
A2 Title	Christmas 2021 – Removal of Parking Charges on Saturday's 4th, 11th and 18th December 2021
A3 Decision Taken By	Deputy Leader/ Chief Officer
A4 Chief Officer	Please print name: Mark Rizk Please sign name: Approval by email 081121
A5 Leader / Deputy Leader	Please print name: Cllr B Peters Please sign name: Approval by email 091121
A6 Date of Decision	9 th November 2021

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	Paragraph []

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to? (*Please tick as appropriate*) ✓

Scrutiny (Audit & Value for Money Council Services) Committee X

Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee

B1 What is the Decision?	To waive car parking charges on all ESBC car parks on Saturdays; 4th, 11th and 18th December 2021.
B2 What are the reasons for the Decision?	By waiving parking charges on the specified days in the run up to Christmas, the Council will be supporting retailers and other businesses to maximise footfall. Saturdays have tended to be the busiest shopping days in the run up to Christmas and this action will essentially support those retailers and other businesses during this period.
B3 What are the contributions to Corporate Priorities?	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?	The main financial issues arising from this decision are as follows:
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Revenue	2021/22	2022/23	2023/24
The loss of income on the three Saturdays in question is estimated to be:			
Sat 4th	£4,191	n/a	n/a
Sat 11th	£4,547	n/a	n/a
Sat 18 th	£4,831	n/a	n/a
The estimated loss is based on the respective 2019 figures with allowance for the changes in parking habits following the impact of COVID-19.			
A variation of 20% would increase the loss by £3k.			

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Anya Murray Please sign name: Approval by email 091121
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B6.2 Has it got the appropriate approvals under those provisions?	Yes
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	N/A
B7.2 Has it got the appropriate approvals under those provisions?	N/A

Equalities Implications

B8 What are the Equalities implications: N/A
B8.1 Positive (Opportunities/Benefits):
B8.2 Negative (Threats):
B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised.
B8.4 The equality impact assessment identified the following actions to be carried out: NA

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): The removal of charges on the specified days will support retailers and businesses in our town centres.
B9.2 Negative (Threats): By removing parking charges there may be a risk of visitors staying longer thereby denying others access to free parking on the specified days.
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:
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: Caroline Elwood
Please sign name: Approval by email 291021

Sustainability Implications

B11 What are the Sustainability implications:
B11.1 The proposal would result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
B11.2 Positive (Opportunities/Benefits): The offer may increase the economy.
B11.3 Negative (Threats): The offer of free parking may encourage more visitors to drive into our town centres.

Health & Safety Implications

B12 What are the Health & Safety implications:
B12.1 A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.

Key Decision

B13 Is this a Key Decision? No

Note: A Key Executive Decision is one where:

1. **REVENUE** – Any contract or proposal with an annual payment or saving of more than £100,000
2. **CAPITAL** – Any capital project with a value in excess of £150,000
3. 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?	N/A
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?	N/A

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