



Democratic Services

Location: Phase II

Ext: 0692

DDI: 01895 250692

CMD No: 730

**To: COUNCILLOR MARTIN GODDARD
CABINET MEMBER FOR FINANCE**

**COUNCILLOR EDDIE LAVERY
CABINET MEMBER FOR RESIDENTS' SERVICES**

c.c. All Members of the Residents' Services Select Committee

c.c. Roy Clark – Place Directorate

c.c. Perry Scott – Corporate Director of Place

Date: 09 March 2023

Non-Key Decision request

Form D

CAPITAL RELEASE REPORT (March 2023)

DEPARTMENT: Place

SERVICE AREA/ PROGRAMME: Parking Improvements -
Infrastructure in Pay & Display Public Car Parks

RELEASE NO: 2

Dear Cabinet Member

Attached is a report requesting that a decision be made by you as an individual Cabinet Member. Democratic Services confirm that this is not a key decision, as such, the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 notice period does not apply.

You should take a decision **on or after Friday 17 March 2023** in order to meet Constitutional requirements about publication of decisions that are to be made. You may wish to discuss the report with the Corporate Director before it is made. Please indicate your decision on the duplicate memo supplied, and return it to me when you have made your decision. I will then arrange for the formal notice of decision to be published.

Ryan Dell
Democratic Services Officer

Title of Report: Parking Improvements - Infrastructure in Pay & Display Public Car Parks
Release No: 2

Decision made:

Reasons for your decision: (e.g. as stated in report)

Alternatives considered and rejected: (e.g. as stated in report)

Signed Date.....

Cabinet Member for Finance / Cabinet Member for Residents' Services

CAPITAL RELEASE REPORT (March 2023)

DEPARTMENT: Place

SERVICE AREA/ PROGRAMME: Parking Improvements - Infrastructure in Pay & Display Public Car Parks

RELEASE NO: 2

Cabinet Members	Councillor Martin Goddard Councillor Eddie Lavery
Cabinet Portfolios	Cabinet Member for Finance Cabinet Member for Residents' Services
Officer Contact	Roy Clark – Place Directorate
Papers with report	Appendix A with capital release requests for approval

HEADLINES

Summary	To seek Cabinet Member approval for the release of capital funds.
Putting our Residents First	This report supports the Council objective of strong financial management.
Financial Cost	This report seeks the release of £87k from the 2022/24 Parking Improvements budget for pay and display car park infrastructure works to be undertaken across various car parks in the Borough. The works will commence upon release of the funds.
Relevant Select Committee	Residents' Services Select Committee.
Relevant Wards	All

RECOMMENDATIONS

That the Cabinet Member for Finance and the Cabinet Member for Residents' Services agree to the capital release request of £87k from the 2022/24 Parking Improvements budget for the cost associated with undertaking infrastructure improvement works at pay and display car parks across the Borough (Appendix A).

Reasons for recommendation

The proposed works will improve the layout of the car parks and make them safer for customers to use, as well as enhancing the signage to ensure that effective enforcement can be undertaken when vehicles park incorrectly in the parking bays.

Alternative options considered

No alternatives were considered.

Select Committee comments

None at this stage.

SUPPORTING INFORMATION

Background Information

An audit has been undertaken of the public car parks that the Parking Services team operates and enforces, and it has been identified that 25 of them require a range of infrastructure works to make them safer for residents and other users to use, and to make it easier to undertake effective enforcement when vehicles have parked incorrectly or obstructively.

As part of the works, the disabled Blue Badge bays will be relocated to areas closer to entry and exit points to improve access for people who have mobility difficulties.

This report seeks approval for the release of Capital funds for the infrastructure improvement works. The works to be undertaken include reconfiguring the layout of the car parks to optimise the number and location of bays, installation of additional pedestrian walkways to separate footways and vehicles, installation of directional markings and the installation of additional signage/ protective bollards.

The installation of additional signage in the car parks will ensure that effective enforcement can be undertaken when cars are found parked in contravention of the regulations or obstructively.

The extent of the works at each location is variable and will change depending on the optimised layout identified for each car park.

Table 1: Requested Capital Release

Item	Release Requested (£)
Reconfiguration survey and investigation costs	7,500
Signage / bollards, including groundworks	29,500
Markings (ped walkways, reconfiguration of bays, etc)	35,500
Sub-Total	£72,500
Contingency	7,250
Highways engineering fees	7,250
TOTAL	£87,000

Financial Implications

Parking Improvements Budget 2022-24 £500k, Previously Released £49k, Capital Release Requested £87k – Appendix A

The five-year capital programme approved by Cabinet and Council in February 2022 includes a budget of £500k for Parking Improvements, funded from Council resources.

The report requests the capital release £87k from the Parking Improvements budget towards infrastructure improvements in pay and display car parks throughout the Borough. The cost plan for the project is based on quotations from the Council's highways and street lighting term contractors and includes internal engineer fees and contingency at 10% each of the works costs.

The remaining £364k of the Parking Improvements budget is subject to the capital release process.

RESIDENT BENEFIT & CONSULTATION

The benefit or impact upon residents, service users and communities

The proposed works will improve the safety of pedestrians in the car parks and will optimise the spaces available for residents and service users, to assist them with finding spaces when using the sites.

The reconfiguration of the car parks will also assist disabled residents and service users by ensuring that the disabled spaces are as close as possible to pedestrian entry and exit points. The enhanced signage will help people when using the car parks by making it clearer where they can and cannot park and will enable effective enforcement to be undertaken when vehicles park in contravention of the regulations or obstructively so that spaces are available for all service users.

Consultation carried out or required

No formal consultation is required.

CORPORATE CONSIDERATIONS

Corporate Finance

Corporate Finance concurs with the above financial implications, noting that the proposed works will be funded from the £500k Parking Improvements capital budget, financed by Council resources.

Legal

The Borough Solicitor confirms that the Council is responsible for carrying out this function pursuant to Section 34 of the Road Traffic Regulation Act 1984. Thus, there are no legal impediments to the capital release being authorised, although any contract that is entered into must comply with the Council's Procurement and Contract Standing Orders.

Infrastructure/ Asset Management

Asset Management have noted the recommendation from the report to undertake infrastructure works to 25 car parks to make them safer for residents to use.

Capital Release Protocol

The release of all capital funds, and certain revenue funds, held by the Council is to be made by a formal democratic decision. No expenditure can be placed or committed by officers until this formal approval is given by Democratic Services. Release of funds must be for identified projects only and strictly not for the general release of funds for projects to be identified at a later date. No block releases of capital or funding will be allowed, except if authorised by the Leader of the Council in advance to Corporate Finance. The release of funds will only be made if previous Council, Cabinet or Cabinet Member agreement has been given to the project and only if there is an approved budget.

BACKGROUND PAPERS

NIL.

APPENDIX A - Parking Improvements Budget

Parking Improvements Budget 2022/24 - Infrastructure improvements in pay and display car parks (CR 1)

Location	Project / Expenditure Title	Information	Funds Release Sought £000's	Approve	Hold	More Information Required
Pay and Display car parks	Infrastructure improvements	Reconfiguration of car parks, directional arrows for vehicles, signing, bollards, pedestrian walkways, and other associated costs	87			
Total seeking release			87			
Previously released			49			
Budget			500			
Remaining budget			364			