

Borough Council of
**King's Lynn &
West Norfolk**



CABINET SCRUTINY COMMITTEE

AGENDA

**23 October 2014
at 6pm**

Committee Suite
King's Court
Chapel Street
King's Lynn
Norfolk
PE30 1EX



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Borough Council of
**King's Lynn &
West Norfolk**



King's Court, Chapel Street, King's Lynn, Norfolk, PE30 1EX.
Telephone: 01553 616275
Fax: 01553 691663

15 October 2014

Dear Member

Cabinet Scrutiny Committee

You are invited to attend a meeting of the above-mentioned Committee which will be held on **Thursday, 23 October 2014** at **6.00 pm** in the **Committee Suite**, King's Court, Chapel Street, King's Lynn to discuss the business shown below.

Yours sincerely,
Chief Executive

A G E N D A

1. Suspension of Standing Order 36 – Recording or Broadcasting of Meetings

In order to comply with Statutory Instrument 2014 no 2095, The Openness of Local Government Bodies Regulations 2011, Standing Order 36 is suspended for the duration of the meeting.

2. Apologies for Absence

To receive any apologies for absence.

3. Minutes

To approve the minutes of the meeting held on 18 September 2014 (previously circulated pages 337 - 340).

4. Urgent Business under Standing Order 7

To consider any business which, by reason of special circumstances, the Chairman proposes to accept as urgent under Section 100(b)(4) (b) of the Local Government Act, 1972.

5. Declaration of Interest

Please indicate if there are any interests which should be declared. A declaration of an interest should indicate the nature of the interest (if not already declared on the Register of Interests) and the agenda item to which it relates. If a disclosable pecuniary interest is declared, the member should withdraw from the room whilst the matter is discussed.

These declarations apply to all Members present, whether the Member is part of the meeting, attending to speak as a local Member on an item or simply observing the meeting from the public seating area.

6. Members Present Pursuant to Standing Order 34

Members wishing to speak pursuant to Standing Order 34 should inform the Chairman of their intention to do so and on what items they wish to be heard before the meeting commences. Any Member attending the meeting under Standing Order 34 will only be permitted to speak on those items which have been previously notified to the Chairman.

7. Chairman's Correspondence (if any)

8. Response to Previous Committee Recommendations (if any)

To receive comments, and recommendations from other Council bodies, and any responses subsequent to recommendations, which this Committee has previously made. (N.B. some of the relevant Council bodies may meet after dispatch of the agenda).

9. Matters called-in Pursuant to Standing Order 12

(a) Car Parking Promotions (report attached at pages 1 to 9)

10. Scrutiny of Cabinet/Portfolio Holders' Decisions

(a) Cabinet Decisions

Members are requested to bring to the meeting the Agenda and any accompanying documents from the Cabinet meeting held on 7 October 2014.

Cabinet – 7 October 2014

- (i) Compulsory Purchase Order – Land rear of 7 Blackfriars Road, King's Lynn.**
- (ii) Corporate Peer Challenge**
- (iii) Exclusion of Public and Press**

To consider passing the following resolution:

“That under Section 100(A)(4) of the Local Government Act, 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A to the Act”.

- (iv) **EXEMPT - Major Housing Development – Preferred Bidder Selection.**

RETURN TO OPEN SESSION

- (b) **Schedule of Portfolio Holders’ Decisions**

There are currently no Portfolio Holders’ Decisions to consider.

11. Date of next meeting

The next meeting of the Committee is scheduled to be held on **Thursday, 20 November 2014** at **6.00pm** in the **Committee Suite**.

Circulation:

Members of Cabinet Scrutiny Committee:

Councillors J Collop, P Foster, I Gourlay, C Joyce, J Loveless, A Lovett, T Manley, Mrs K Mellish, Miss S Sandell, J M Tilbury and D Whitby.

Management Team Representative: D Gates, Executive Director,
Central & Community Services

Cabinet Member:

Item 9 (a) - Councillor Pope – Portfolio Holder for ICT Leisure and Public Space
Item 10 (a) (i) – Councillor Mrs Spikings – Portfolio Holder for Development
Item 10 (a) (ii) – Councillor Daubney – Leader of the Council
Item 10 (a) (iv) – Councillor Beales – Portfolio Holder for Regeneration and Industrial Assets

Management Team

Chris Bamfield – Executive Director, Leisure and Open Space
Debbie Gates – Executive Director, Central Services
Ray Harding – Chief Executive

Officers

Item 10 (a)(i) – Neil Langley – Enforcement Team Leader
Item 10 (a)(i) – Stuart Ashworth – Planning Control Manager
Item 10 (a)(iv) – Dale Gagen – Corporate Project Officer

By Invitation for Item 9(a):

Councillors Mrs S Collop, G McGuinness and R Bird.

CABINET SCRUTINY COMMITTEE REPORT

Wards Affected: King's Lynn and Hunstanton	Type of Report: Call-in
Author Name: Sam Winter	Consultations:
Tel: 01553 616327	
Email: sam.winter@west-norfolk.gov.uk	
OPEN	Portfolio: ICT, Leisure and Public Space

Committee: Cabinet Scrutiny Committee
Date: 23rd October 2014
Subject: Call-in of Cabinet Members Delegated Decision – Parking Promotions

Summary

This report deals with the Cabinet Members Delegated Decision made on 18th September 2014, concerning proposals to extend the current 20 minute free parking bays on the Tuesday Market Place car park to three other car parks.

The decision has been called-in and the Chief Executive has determined that the call-in is valid.

The report outlines to Members how the call-in process may be used in this case and what the issues are relating to the matter.

1 Introduction

- 1.1 A decision was taken as a Cabinet Members Delegated Decision on 18th September 2014 concerning parking promotions. A copy of the report is attached at Appendix A.
- 1.2 The decision made in respect of this matter is as follows:

Recommendation

That the arrangements to extend the provision of 20 minute free parking bays detailed in the report be agreed.

Reason for Decision

To contribute to the vitality of King's Lynn and Hunstanton town centres.

2 Grounds for Call-In

2.1 Standing Order 12.3 (d) requires grounds to be given for calling-in an executive decision, and the following reasons have been given:

- (i) We have a parking Promotions Budget and no notional cost is being taken into account i.e. in elections when we provide a service we have to put notional cost for its value. The Council is providing a concession so there should be a notional cost calculation against the parking budget.
- (ii) There is no evidence that key partners such as the cyclists, disabled or even the Chamber were consulted.
- (iii) Relevant material matters were not considered by the Portfolio Holder such as parking promotion budget as he had no information on usage at the time of making the decision.
- (iv) I have no idea if the views of the Members making the call-in have been fairly assessed as we do not have the result of the call in.
- (v) There has been no debate with disabled groups, cyclists or other people who want to see less traffic pollution.
- (vi) This could be a breach of budget accounting procedure and that the Auditors should take a look at it and advise how we allocate this parking promotion to the parking promotions budget.

3 Call-in Requisition

3.1 The call-in was proposed by Councillor I Gourlay and indications of support were received from the following:

- Councillor R Bird
- Councillor G McGuinness
- Councillor J Collop
- Councillor Mrs S Collop

4 Validity of Call-in

4.1 The Chief Executive has made the following ruling:

The call-in is valid in respect of Standing Order 12.4(b):

12.4(b) Is the decision contrary to the views of a key partner authority to the Borough.

Following validation of the call-in, the Chairman of the Cabinet Scrutiny Committee, in accordance with Standing Order 12.7, requested that additional information be collated to facilitate meaningful consideration of the matters. This information is attached at Appendix 2.

5 Call-in Process

- 5.1 Standing Orders 15.33 and 15.34 sets out the call-in debating procedure, as follows:
- (a) The Proposer of the call-in and his supporters address the Cabinet Scrutiny Committee about the call-in and why it should be upheld;
 - (b) The Committee Members receive a submission from the relevant Portfolio Holder;
 - (c) The Committee Members receive submissions from Officers;
 - (d) The Committee Members receive submissions from Members and, at the discretion of the Chairman, other interested parties;
 - (e) The Committee debates the call-in (in accordance with Standing Order 15.33) during which they may question or seek further information from any of the four parties referred to in (a), (b), (c) and (d) above;
 - (f) The proposer shall exercise a right of reply after the debate.
- 5.2 Following the debate, the Committee will decide (in accordance with Standing Order 12) either to support the Cabinet's decision, or to uphold the call-in.
- 5.3 If the Committee upholds the call-in it may then take one of three courses of action:
- (a) report to Council, Cabinet or the relevant Portfolio Holder requesting that they amend or substitute the recommendations or decision; or
 - (b) if the issue is considered urgent or straightforward, formulate a counter-recommendation or amendment; or
 - (c) investigate the matter further at another meeting within thirty working days beginning with the day after the issue of the notification of the call-in and then follow the same process as set out in paragraphs 5.2 and 5.3 above.
- 5.4 If the Cabinet Scrutiny Committee:
- (a) does not end the call-in within 30 days from the date of the decision which has been called in (and the decision remains in dispute); or
 - (b) refers the call-in directly to Council,

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the Council shall determine whether to approve the recommendation that has been called-in or to revoke, vary, amend and/or remit it back to Cabinet for further consideration.

REPORT TO CABINET MEMBER FOR DECISION

Open		WOULD ANY DECISIONS PROPOSED :		
Any especially affected Wards	Operational	(A) BE ENTIRELY WITHIN CABINET'S POWERS TO DECIDE YES		
		(B) NEED TO BE RECOMMENDATIONS TO COUNCIL NO		
		(c) Be partly for recommendations to Council NO and partly within Cabinets powers –		
Lead Member: Cllr David Pope E-mail: cllr.david.pope@west-norfolk.gov.uk		Other Cabinet Members consulted: Cllr Nick Daubney, Cllr Elizabeth Nockolds		
		Other Members consulted:		
Lead Officer: Chris Bamfield E-mail: chris.bamfield@west-norfolk.gov.uk Direct Dial: 01553 616648		Other Officers consulted: David Thomason, Martin Chisholm, Charlotte Martin, David Morton, Ostap Paparega, Alistair Cox		
Financial Implications YES	Policy/Personnel Implications NO	Statutory Implications NO	Equal Impact Assessment NO	Risk Management Implications NO
Date meeting advertised:11.9.14		Date of meeting decision to be taken:18.9.14		
Deadline for Call-In: 24.9.14				

PARKING PROMOTIONS

Summary

The report proposes extending the current 20 minute free parking bays on Tuesday Market Car Park to three other car parks.

Recommendation

That the arrangements to extend the provision of 20 minute free parking bays detailed in the report be agreed.

Reason for Decision

To contribute to the vitality of King's Lynn and Hunstanton town centres.

1. Background

- 1.1 The Council has included a budget for parking promotions in the Financial Plan. The budget is essentially to help promote and add vitality to town centres.
- 1.2 The report contains proposals for the extension of 20 minute free parking bays currently in place on the Tuesday Market Place to other car parks.

2. 20 Minute Free Bays

- 2.1 As part of the redevelopment of the Tuesday Market Place and the forthcoming redevelopment of the Saturday Market Place 20 minute free parking bays have been included.
- 2.2 The free parking is provided in red colour coded bays adjacent to a red car park ticket machine. The customer uses the machine to input their car registration details to obtain a ticket valid for 20 minutes free parking. This allows simple monitoring and enforcement by Council staff.
- 2.3 Disabled badge holders are entitled to an additional 10 minutes free parking.
- 2.4 The 20 minute spaces have been well received by customers and by town centre businesses as they enable a quick visit to collect goods, visit the bank, etc.
- 2.5 The free parking on the Council car parks works effectively with other on-street time limited parking around King's Lynn and Hunstanton.

3. PROPOSAL

- 3.1 It is proposed to create four 20 minute parking spaces in the Albert Street and four in Baker Lane car parks to operate on the basis as those on the Tuesday Market Place. The spaces to be located to enable quick and convenient access to Norfolk Street (Albert Street car park) and to the lower end of High Street (Baker Lane car park).
- 3.2 It is proposed to provide six 20 minute bays in the Valentine Road car park. These could be used for customers calling at the Council Offices or Hunstanton High Street.
- 3.3 The Car Parking Order for the relevant car parks will need to be amended to include the 20 minute bays.
- 3.4 The installation of one red car park ticket machine and red line marking of the bays will be required. Car parking machines are on a 10 week delivery period.

4. FINANCIAL IMPLICATIONS

- 4.1 There are one off costs for the installation of 20 minute free bays which includes legal amendments to the Parking Orders, new machines and signage and line marking. For the three areas proposed this is estimated to cost £14,000 and would be funded from the Parking Promotions budget.
- 4.2 There are no significant revenue implications from the proposals and it is estimated these can be contained within existing budgets.

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Signed:

Cabinet Member for

Date

20 minute Free Parking Bays

1. Tuesday Market Place

- 1.1 Free 20 minute tickets issued on the Tuesday Market Place are shown below:

Month	Number of 20 minute tickets issued
Jan	7,985
Feb	3,561
Mar	9,135
Apr	9,168
May	10,406
Jun	10,165
Jul	9,930
Aug	10,407

- 1.2 Average is circa 330 per day.

2. Actual Car Parking Income

- 2.1 January to August 2013 before 20 minute free bays were introduced.

Pay and Display	£1,079,006
St James' M/S	£435,670
Total	£1,514,676

- 2.2 January to August 2014 with free 20 minute parking bays in place.

Pay and Display	£1,101,228
St James' M/S	£432,806
Total	£1,534,034

- 2.3 Difference is additional income of £19,358 with the free bays.

3. Income against Estimate 2014/15

- 3.1 From April to August this year the estimated income on the monthly profile for King's Lynn car parks is below;

	Estimate £	Actual £	Variance £
Pay and Display	812,140	811,843	-297
St James' M/S	260,310	269,128	+8,818
Total	1,072,450	1,080,971	+8,521

- 3.2 Overall against target income is up by £8,521

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4. Overall it is difficult to identify any issues with loss of income from the use of the 20 minute bays, particularly as there are many other factors that influence parking use. Any impact from the additional 20 minute bays to be introduced is considered to be minimal.