

## ENVIRONMENT POLICY ADVISORY GROUP

Meeting - 12 December 2012

Present: Mr Naylor (Chairman)  
Mrs Plant, Mrs Royston and Mrs Wallis

Also Present: Mrs Holloway and Mrs Woolveridge

Apologies for absence: Mr Bradford, Mr Clark and Mr Walters

### 19. MINUTES

The minutes of the meeting of the PAG held on 12 September 2012 were received.

### 20. PORTFOLIO HOLDER BUDGETS 2013/2014

The PAG considered a report seeking approval for the draft revenue budget and fees and charges schedule for 2013/14 for the Environment Portfolio.

The PAG noted that as with previous years, there were plans for further reductions in government funding for local authorities. The details of funding for 2013/2014 would not be known until mid December following the Autumn Statement on 5 December. Due to the factors listed in paragraph 3.3 of the report, it was difficult to predict with any certainty the likely level of external funding available to the Council in 2013/2014.

The PAG noted that the draft budget for 2013/2014 reflects the savings achieved to date from the phase 1 joint arrangements with Chiltern DC, which were approximately £265K. In addition there would be the £109K worth of savings achieved from the removal from the budget of the costs of the 2012 Games.

The PAG were given the opportunity to ask questions on the items of detail in the budget and the fees and charges schedule for the Portfolio. The PAG noted that there was an increase from the current year's approved budget to the 2013/2014 draft budget of £114,000 (7.2%). The PAG also noted that the fees and charges which are determined by the Council have mainly increased by 2% unless a specific level of charge has been identified by Cost Centre Managers.

The PAG discussed the main risk areas for the Portfolio, as set out in paragraph 6.7 of the report.

Having considered the advice of the PAG, the Portfolio holder has **APPROVED** for submission to the Cabinet:

- 1) The 2013/14 revenue budget of £1,677,710
- 2) The 2013/14 fees and charges

### 21. UPDATE ON CAR PARK CHARGES

The PAG considered a report which set out the results of the consultation exercise which was recently undertaken in relation to the Council's pay and display car parks and related matters. Members were asked to advise the Portfolio Holder as to which changes, detailed in section 4 of the report, if any should be recommended to Cabinet for implementation. A list of suggested charges for permits for residents out of hours was tabled at the meeting.

The PAG discussed in detail the proposed changes set out in section 4 of the report.

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Some Members advised against extending the charging periods for car parking from 6.00pm to 8.00pm at a flat charge of £1, as they felt that the charge could deter people from parking at those times, which could have a negative impact on the businesses in the area.

The PAG advised against the proposal to reduce the maximum length of stay at the car park on Station Road to 3 hours. The PAG were of the opinion that it was not necessary to reduce the maximum length of stay at the car park on Station Road as the number of long stay tickets being purchased on average was low.

Whilst the PAG supported the proposal to issue parking permits to residents for SBDC Car Parks enabling them to park overnight from 5.00pm to 10.00am the next morning and at weekends all day, the PAG did not support the separate proposal to issue residents permits which would enable them to park in any council car park in the district.

The PAG welcomed the other proposals set out in section 4 of the report.

Having considered the comments of the PAG, the Portfolio Holder has **AGREED to RECOMMEND** to Cabinet/Council that the following changes be implemented:

- 1) Issue parking permits to residents for SBDC Car Parks, enabling them to park overnight from 5.00pm to 10.00am the next morning and at weekends all day, as set out in the list of proposed charges and that authority be delegated to the Head of Environment, in consultation with the Portfolio Holder, to vary the number of such permits as required.
- 2) To introduce a new tariff of 4 hours to the car parks set out in Appendix A of the report.
- 3) That golf courses and playing fields be added to the Parking Order so that parking in disabled bays, commercial vehicle parking and parking in access roads that block emergency vehicles can be enforced.

Furthermore, having considered the advice of the PAG, the Portfolio Holder has **AGREED to RECOMMEND** to Cabinet/Council that the:

- 1) Maximum length of stay at the car park on Station Road should **not** be reduced to 3 hours.
- 2) Issuing of residents permits which would enable them to park in any council car park in the district should **not** be introduced.
- 3) The charging period for car parking from 6.00pm to 8.00pm as set out in Appendix A of the report should **not** be introduced.

## 22. ENFORCEMENT POLICY REVIEW

The PAG considered a report which asked Members to advise the Portfolio Holder on whether to recommend the adoption of a new Enforcement Policy and Procedures for Fixed Penalty Notices.

Members noted the content of the policy, including amongst other things the fact that enforcement would be seen as a last resort after education and engagement and that only trained and authorised persons would be able to issue a Fixed Penalty Notice.

The PAG noted that the Cabinet had previously agreed amongst other things that:

- 1) Any departure from the policy be delegated to the Director of Services in consultation with the Portfolio Holder.
- 2) Any revision to the policy necessary to take account of staff and legal changes from time to time be delegated to the Director of Services in consultation with the Portfolio Holder (see 6.6 of policy).
- 3) Delegated authority to the Director of Services to authorise officers, within or outside of the Council, to issue fixed penalty notices on the Council's behalf.

Having considered the advice of the PAG, the Portfolio holder has **AGREED to RECOMMEND** to Cabinet that the Enforcement Policy and Procedures for Fixed Penalty Notices be adopted.

23. **REPORTS FROM MEMBERS**

Cllr Naylor updated the PAG on his visit to the Agrivert Anaerobic Digestion Plant in Oxfordshire. Cllr Naylor reported that he found the visit to be useful and informative.

The meeting terminated at 7.15 pm