

## COMMISSIONER KENNY'S MEETING

**Venue:** Commissioner Kenny's Office, Riverside House.      **Date:** Monday, 2nd November, 2015  
**Time:** 8.30 a.m.

### A G E N D A

1. Whilst the requirements of the Local Government Act 1972 do not apply to this meeting it is still proposed to determine if the following matters are to be considered under the categories suggested in accordance with that Act.
2. Decision sheet and minutes of the previous meeting held on 5th October, 2015. (Pages 1 - 2)
3. Town Centre Parking Initiatives. (Pages 3 - 9)

**MEETING OF COMMISSIONER JULIE KENNY****MONDAY, 5 OCTOBER 2015****NOTICE OF DECISIONS**

Set out below is a summary of the decisions taken at the meeting of Commissioner Julie Kenny held on Monday, 5 October 2015.

**1. MINUTES AND DECISIONS FROM THE PREVIOUS MEETINGS HELD ON 3RD AUGUST AND 7TH SEPTEMBER, 2015.**

The decision sheet and minutes of Commissioner Kenny's previous meetings held on 3<sup>rd</sup> August and 7<sup>th</sup> September, 2015, were considered and accepted as accurate records.

**2. ROTHERHAM STRATEGIC HOUSING MARKET ASSESSMENT AND SHEFFIELD ROTHERHAM JOINT REPORT.**

**Minded to Grant Decision:** - (1) That the Rotherham Strategic Housing Market Assessment, and the Joint Rotherham and Sheffield Strategic Housing Market Assessment reports be noted and published on the website.

(2) That strategic housing and planning officers will use the reports to inform the Council's housing policies, support the Local Plan process and the Council's plans for housing provision.

**Date of publication of the Minded to Grant Decision: - Wednesday 7<sup>th</sup> October, 2015.**

Representations upon the decision are invited from Councillors, members of the public, partner agencies and any individual within five working days from the date of publication and must be received by Hannah Etheridge ([hannah.etheridge@rotherham.gov.uk](mailto:hannah.etheridge@rotherham.gov.uk)) no later than 5.00 pm on Wednesday 14<sup>th</sup> October, 2015.

**Representations received:** - None.

**Date of Commissioner Kenny's final decision: - Thursday 15<sup>th</sup> October, 2015.**

**MEETING OF COMMISSIONER KENNY  
Monday, 5th October, 2015**

Present:- Commissioner J. Kenny.

Also in attendance Councillor D. Lelliott Advisory Cabinet Member.

**29. MINUTES AND DECISIONS FROM THE PREVIOUS MEETINGS HELD ON 3RD AUGUST AND 7TH SEPTEMBER, 2015.**

The decision sheet and minutes of Commissioner Kenny's previous meetings held on 3<sup>rd</sup> August and 7<sup>th</sup> September, 2015, were considered and accepted as accurate records.

**30. ROTHERHAM STRATEGIC HOUSING MARKET ASSESSMENT AND SHEFFIELD ROTHERHAM JOINT REPORT.**

Commissioner Kenny considered the report submitted in relation to Rotherham's Strategic Housing Market Assessment and the Sheffield Rotherham Joint Report. The Rotherham Strategic Housing Market Assessment (SHMA) was commissioned in 2014. A further report into the relationship between the Rotherham and Sheffield markets, a Joint SHMA, was commissioned. Both reports had completed and a summary of their findings was provided.

The report set out key issues resulting from the reports. They would inform the Housing Growth Strategy, the Local Plan and the wider Economic Growth Plan. There remained scope for further work with neighbouring authorities to meet some areas of housing need, including funding opportunities for the wider region.

Commissioner Kenny was minded to grant the decision noting the reports and their application to Rotherham's housing policies, Local Plan processes and plans for housing provision. The minded to grant decision would be subject to the five working day representations period.

## ROTHERHAM METROPOLITAN BOROUGH COUNCIL

## REPORT TO COMMISSIONER RECORD OF DECISION

1.	<b>Date:</b>	<b>2<sup>nd</sup> November, 2015</b>
2.	<b>Title:</b>	<b>Town Centre Parking Initiatives</b>
3.	<b>Directorate:</b>	<b>Environment and Development Services</b>
4.	<b>Advisory Cabinet Member</b>	<b>Councillor Lelliott</b>

Having considered the report I am minded to:-

**Confidential Appendices (if appropriate)**

I do / do not agree to the information contained in any appendix remaining confidential, for the reasons outlined in the report.

**Urgent Decisions (if appropriate)**

The decision needs to be considered urgently (that is without the required 5 clear days' notice) for the reasons outlined in the report.

I do / do not agree to the decision being taken urgently and implemented without the required notice having been given.

I have consulted the following Commissioner regarding the urgency of the decision:-

Commissioner Sir Derek Myers

Commissioner Stella Manzie

*(only one Commissioner needs to be consulted)*

**Key Decisions (if appropriate)**

The key decision needs to be considered urgently (that is without the required 28 days' notice) for the reasons outlined in the report.

I do/do not agree to the decision being taken urgently and implemented without the required notice having been given.

I have consulted the following Commissioner regarding the urgency of the key decision:-

Commissioner Sir Derek Myers

Commissioner Stella Manzie

(only one Commissioner needs to be consulted)

Signed Commissioner .....

Dated .....

## Summary Sheet

**Council Report: Commissioner Kenny's Decision Making meeting 02/11/15**

**Title:** Town Centre Parking Initiatives

**Is this a Key Decision and has it been included on the Forward Plan?** No

Strategic Director Approving Submission of the Report: Karl Battersby, Strategic Director, Environment and Development Services

**Report Author(s):** Martin Beard, Parking Services Manager

**Ward(s) Affected:** Boston Castle

## Executive Summary

Further to discussions at Commissioner Kenny's monthly briefing meeting on 7 September 2015, this report recommends the implementation of initiatives for Forge Island car park which have no financial implications.

## Recommendations:

- i. The trial free parking offer on Forge Island car park is made permanent.
- ii. The duration of the free parking offer is reduced from 3 hours to 2 hours to increase the availability of bays to shoppers.

## List of Appendices Included

N/A

## Background Papers

N/A

## Consideration by any other Council Committee, Scrutiny or Advisory Panel

N/A

**Council Approval Required:** No

**Exempt from the Press and Public:** No

## **Title: Town Centre Parking Initiatives**

### **1. Recommendations**

- i. The trial free parking offer on Forge Island car park is made permanent.**
- ii. The duration of the free parking offer is reduced from 3 hours to 2 hours to increase the availability of bays to shoppers.**

### **2. Background**

- 2.1 Representatives of businesses based in the town centre suggested that several parking initiatives should be introduced in the town centre at a recent meeting with Commissioner Kenny.
- 2.2 These initiatives were considered and an estimate of cost was prepared for each. They were then presented in a report to EDS DMT and to Commissioner Kenny's monthly briefing meeting on 7<sup>th</sup> September 2015.
- 2.3 This report only recommends the implementation of options which have no financial implications. The other options involve financial implications and these will be presented in separate report to Commissioner Kenny in December 2015, namely:
  - a) Increasing mid-week parking tariffs to offset the cost of a free Saturday parking offer
  - b) A simplified parking tariff
  - c) A combination of options (a) and (b) to facilitate a free Saturday parking offer and generate a saving of approximately £38,000

### **3. Key Issues**

- 3.1 Recommendation i.
- 3.2 The Red Zone free parking bays have certainly been well used; there have been many occasions when they have been reported to be full. This situation must have increased foot fall in the Corporation Street vicinity of the town centre and businesses have reported the positive effect of the scheme. Accordingly, the decision to make the Red Zone free parking trial permanent would be welcomed by the businesses and their customers.
- 3.3 Recommendation ii.
- 3.4 Changing the free three hours to two hours is easily achievable in practical terms with just a machine tariff change and amended signage required. It is important, however, that businesses are made aware of the reason for the change and the fact that it is being made to allow more parking bays to be utilised by potential town centre customers.

**4. Options considered and recommended proposal**

**4.1 Option i.**

4.1.1 Forge Island car park opened as a public ‘pay and display’ car park on 17<sup>th</sup> November 2014 following the closure of the Tesco store. Upon opening the car park, which has 309 parking bays, the Council offered free, limited stay parking in the 70 parking bays which form the “Red Zone” of the car park. The free parking was offered on a trial basis but usage data indicates that it has been a success and to make the offer permanent would be a popular decision with businesses and their customers.

**4.2 Option ii**

4.2.1 Since Saturday 14<sup>th</sup> March 2015 the Council has offered three hours free parking in the seventy “Red Zone” bays and all day free parking on Saturdays. This followed a request from businesses for the free time to be increased from its original duration of one hour.

4.2.2 Several customers have stated their disagreement with their perceived anomaly of having to pay £1 for two hours parking when the Red Zone is full which offers 3 hours free of charge.

4.2.3 The Council’s Civil Enforcement Officers reported that, since the introduction of the free three hours parking offer, many of the Red Zone bays were being used by employees of the Council based in Riverside House. It was also reported that shoppers had been unable to find a Red Zone bay on a significant number of occasions.

4.2.4 Accordingly, surveys were undertaken to determine the type of usage, this was carried out over a three week period and the results are as follows:

**Table 1**

Town Centre Shopping	47%
Town Centre other business (banking etc)	16%
Riverside House Customer	14%
Riverside House RMBC employee	12%
Court Buildings / Police Station	4%
Other	7%

It should be noted that a significant number of drivers refused to give details of the reason for their visit.

4.2.5 It is recommended that the trial free three hours parking offer on Forge Island car park is made permanent but the free parking time is reduced from 3 hours to 2 hours. This would reduce the opportunities for employees of the Council to use the Red Zone free bays to the detriment of availability to shoppers.



## **5. Consultation**

EDS DMT - August 2015  
Commissioner Kenny - September 2015  
Rotherham Voice meeting – October 2015

## **6. Timetable and Accountability for Implementing this Decision**

- 6.1 It is suggested that the changes be implemented in mid-January 2016. This would avoid the chance of customers being confused by or failing to notice the change amid the publicity for the free Christmas parking offer.

### **Accountability**

Martin Beard, Parking Services Manager

## **7. Financial and Procurement Implications**

### **7.1 Recommendation i**

- 7.2 The permanent implementation of the offer would have no detrimental effect on the overall Parking Services budget.

### **7.3 Recommendation ii**

- 7.4 The reduction of the free time from 3 hours to 2 hours on Forge Island would reduce the opportunities for employees of the Council to use the Red Zone bays when, for example, attending meetings. This would increase the opportunities for shoppers to utilise the free bays thereby benefitting the town centre businesses and this was always the rationale behind the scheme.
- 7.5 It is likely that income would increase slightly. However, it is very difficult to project the level of increase in income which may result from this change. This is because although there is evidence that a significant number of employees of the Council are using the Red Zone of the car park when attending meetings etc. and the reduction of the duration of the offer may deter some of this parking activity and result in an increase in use of the 'pay and display' parking bays, prediction of how many would actually use the 'pay and display' facilities is difficult.

## **8. Legal Implications**

- 8.1 The Council has power under the Road Traffic Regulation Act 1984 to charge for car parking. This power must be exercised reasonably. The report demonstrates that the issue has been considered thoroughly and any decision reached reasonably.

**9. Human Resources Implications**

9.1 N / A

**10. Implications for Children and Young People and Vulnerable Adults**

10.1 N / A

**11 Equalities and Human Rights Implications**

11.1 N / A

**12. Implications for Partners and Other Directorates**

12.1 N / A

**13. Risks and Mitigation**

13.1 There is a possibility that some businesses may not see the reduction of the offer from 3 hours to 2 hours as a positive decision.  
However, when the reasons for the change were conveyed to attendees of a recent "Rotherham Voice" meeting the proposal was well received.

**14. Accountable Officer(s)**

14.1 Martin Beard, Parking Services Manager

Approvals Obtained from:-

14.2 Strategic Director of Finance and Corporate Services:-

Andy Sidney, Finance Manager

14.3 Director of Legal Services:-

Angela Harwood, Legal Adviser

14.4 Head of Procurement (if appropriate):- N / A

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