

BRECKLAND COUNCIL

Report of the Director of Corporate Resources to the Parking Task & Finish Group – 3rd December 2010

(Author: Teresa Smith – Member Support Officer (Projects))

Review of Parking in Swaffham

1. Purpose of Report

The purpose of this report is for the Group to agree the Terms of Reference (Appendix 1) and Project Plan (Appendix 2) and to set future dates.

2. Recommendations

It is recommended that the Task & Finish Group:

- 2.1 Agree the terms of reference and the Project Plan (see Appendix 1 and 2)

Note: In preparing this report, due regard has been had to equality of opportunity, human rights, prevention of crime and disorder, environmental and risk management considerations as appropriate. Relevant officers have been consulted in relation to any legal, financial or human resources implications and comments received are reflected in the report.

3. Information, Issues and Options

3.1 Background

3.1.1 The Parking Task and Finish Group was established under the direction of and reporting to the Overview and Scrutiny Commission in 2009.

3.1.2 The Group was charged with exploring issues relating to the Council's own car parks in its market towns and subsequently a review has taken place for Attleborough and Watton.

3.1.3 The Group is now focussing on the market town of Swaffham.

3.2 Issues

3.2.1 The investigation will be carried out the same way as both Attleborough and Watton have been.

3.2.2 The purpose is to establish if any improvements can be made in respect of the car parking provision to Breckland residents, businesses and visitors. This will be carried out by:-

- Liaising with stakeholders to discover any issues around parking within the town. The stakeholders are: Ward Representatives / Town & Parish Clerks of surrounding areas / Police / Highways / Doctors surgeries. They will be contacted by letter, and then invited to attend a meeting to give their views
- A public meeting will need to take place to discuss the parking issues. The date for this will need to be set. It is proposed it is held in the Assembly rooms, Swaffham. Publicity of this event will need to be carried out, and will take place through the local media, including the Swaffham & Watton Times, and our website.

3.2.3 Furthermore, it is recommended the Group carry out a site visit at the outset.

3.3 Options

3.3.1 To agree the above recommendations.

3.4 Reasons for Recommendation(s)

3.4.1 This Group has been tasked by the Overview and Scrutiny Commission to carry out the review of on and off street parking in Swaffham. The Commission has asked that the final report be submitted on 24th March 2011 at the latest.

4. Risk and Financial Implications

4.1 Risk

None

4.2 Financial

None

5. Legal Implications

5.1 There are no legal implications arising from this report.

6. Other Implications [*Insert statement or confirm 'none' as appropriate at each sub-paragraph*]

a) Equalities: None

b) Section 17, Crime & Disorder Act 1998: None

c) Section 40, Natural Environment & Rural Communities Act 2006: None

d) Human Resources: None

e) Human Rights: None

f) Other: [e.g. Children's Act 2004] None

7. Alignment to Council Priorities

7.1 Building safer and stronger communities

7.2 Your Council, Your services

8. Ward/Community Affected

8.1 Swaffham and surrounding parishes

Background Papers

None

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Key Decision Status (Executive Decisions only):

None

Appendices attached to this report:

Appendix 1 – Terms of Reference

Appendix 2 – Project Plan