

# BRECKLAND DISTRICT COUNCIL

**Report of** Assistant Director of Democratic Services

**To:** Overview & Scrutiny Commission – 14<sup>th</sup> July 2011

**Author:** Teresa Smith, Committee Officer (Scrutiny & Projects)

**Subject:** Parking Task & Finish Group - Dereham

**Purpose:** The purpose of this report is for the Commission to confirm the membership of the Parking Task & Finish Group, due to recent changes following the elections. Secondly to agree the Terms of Reference and Project Plan for the review of Parking in Dereham.

## **Recommendation(s):**

It is recommended that the Commission agree the membership of the Parking Task and Finish Group.

It is recommended that the Commission agree the terms of reference and the Project Plan.

It is also recommended that the Group re-visit the recommendations given Attleborough, Watton and Swaffham, and to track they have been carried out.

## **1. INTRODUCTION**

### **1.1 Background**

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

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, Watton and Swaffham.

The Group is now focussing on the market town of Dereham.

### **1.2 Issues**

The investigation will be carried out in the same way as Attleborough, Watton and Swaffham have been.

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 take place to discuss the parking issues. The date and venue is to be confirmed. Publicity of this event will be critical, and the local media, including the Dereham Times and our website will be used.

- It is recommended the Group carry out a site visit at the outset.

The Group should re-visit the recommendations for the market towns of Attleborough, Watton and Swaffham and ensure these are followed through or responses have been given.

## **2. IMPLICATIONS**

There are no implications into this report.

### **2.1 Risk**

### **2.2 Financial**

### **2.3 Legal**

### **2.4 Equality and Diversity**

### **2.5 Other [insert statement as appropriate or delete]**

## **3. Alignment to Council Priorities**

3.1 Building safer and stronger communities

3.2 Your Council, Your services

## **4. Wards/Communities Affected**

4.1 Dereham and surrounding parishes

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Background papers:- NONE.

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### **Key Decision**

None

### **Appendices attached to this report:**

Appendix 1 – Terms of Reference

Appendix 2 – Project Plan