



26 February 2024

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## **CABINET MEMBER FOR ECONOMY AND COUNCIL TRANSFORMATION DECISION MEETING**

A Cabinet Member for Economy and Council Transformation Decision Meeting will be held at the Council Chamber - Council Offices, Trinity Road, Cirencester, GL7 1PX on **Tuesday, 5 March 2024 at 4.00 pm.**

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

# AGENDA

1. **Declarations of Interest**

To receive any declarations of interest from the Cabinet Member, Officers and any other Members present.

2. **Whiteway Car Park Permits (Pages 3 - 14)**

Purpose

To introduce a monthly season ticket permit option to allow further options to the current season ticket permits at the Whiteway car park.

Recommendation

That the Cabinet Member for Economy and Council Transformation:

- I. Agrees to introduce a monthly season ticket permit at the Whiteway car park.

DEADLINE FOR COMMENTS: NOON ON 4 MARCH 2024

Note: Any Member who wishes to comment on an item is requested to send those comments (preferably by e-mail) to [democratic@cotswold.gov.uk](mailto:democratic@cotswold.gov.uk)

(END)

# Agenda Item 2



**COTSWOLD**  
DISTRICT COUNCIL

Council name	<b>COTSWOLD DISTRICT COUNCIL</b>
Name and date of Committee	<b>CABINET MEMBER FOR ECONOMY AND COUNCIL TRANSFORMATION DECISION MAKING MEETING</b>
Subject	<b>WHITEWAY CAR PARK PERMITS</b>
Wards affected	Abbey
Accountable member	Cllr Tony Dale – Cabinet Member for the Economy and Council Transformation Email: <a href="mailto:Tony.Dale@Cotswold.gov.uk">Tony.Dale@Cotswold.gov.uk</a>
Accountable officer	Jon Dearing – Assistant Director for Resident Services Email: <a href="mailto:Jon.Dearing@Cotswold.gov.uk">Jon.Dearing@Cotswold.gov.uk</a>
Report author	Susan Hughes – Business Manager Support and Advice Email: <a href="mailto:Democratic@cotswold.gov.uk">Democratic@cotswold.gov.uk</a>
Summary/Purpose	To introduce a monthly season ticket permit option to allow further options to the current season ticket permits at the Whiteway car park.
Annexes	Annex A – Equality Impact Assessment
Recommendation(s)	That the Cabinet Member for Economy and Council Transformation: I. Agrees to introduce a monthly season ticket permit at the Whiteway car park.
Corporate priorities	<ul style="list-style-type: none"> <li>• Delivering Good Services</li> <li>• Supporting Communities</li> <li>• Supporting the Economy</li> </ul>
Key Decision	NO
Exempt	NO
Consultees/ Consultation	The option to pay for parking permits monthly was discussed during a consultation meeting with Cirencester Chamber of Commerce, where it was felt this would greatly assist low paid workers.  Consultation with Councillor Tony Dale - Cabinet Member for the Economy and Council Transformation, Councillor Mike Every - Deputy



Leader of the Council and Cabinet Member for Finance, Robert Weaver – Chief Executive Officer, Angela Claridge - Director of Governance & Development (Monitoring Officer), David Stanley - Deputy Chief Executive Officer, Frank Wilson - Interim Managing Director, Jon Dearing - Assistant Director for Resident Services

There is no requirement to carry out statutory public consultation as this change can be classed as a variation due to its nature and that it will benefit the customers.



## 1. EXECUTIVE SUMMARY

- 1.1 This report sets out the proposal to implement a flexible monthly season ticket holder option for customers of the Whiteway Car park.
- 1.2 This report recommends the Council provide a *monthly* season ticket permit to the currently available annual season ticket permits to provide greater flexible purchasing options to support the local economy, residents and employees of local businesses.

## 2. BACKGROUND

- 2.1 The Council owns and manages 20 car parks. It currently offers season ticket permits in 8 of its car parks across the district.
- 2.2 The Council leases the Whiteway car park which is owned by the Cirencester Rugby Club.
- 2.3 The car park has 158 parking spaces available for season ticket holders only, including 3 disabled bays, 5 motorcycle bays and 4 electric vehicle bays with fast charging points permitting parking between Monday-Friday, 7:30am - 7:30pm.
- 2.4 The lease permits the Council to allow 158 season ticket permits, with no other payment options available.
- 2.5 The lease has been in place since April 2019, with 12 current season ticket permit holders at the car park.
- 2.6 The price for an annual season ticket at this car park is £500 per annum, £250 for 6 months £125 for 3 months. The Council currently provides permits on a 12 month, 6 month and 3 month basis.
- 2.7 As part of the on-going car park strategy consultation, the Council has received feedback from local businesses, in conjunction with the chambers of commerce that employees would like to purchase a season ticket, however despite the level of discounted rate at this car park they are unable to commit to the upfront annual cost of a season ticket due to being lower wage earners.
- 2.8 The Council proposes to give further consideration to flexible payment options for customers who commit to annual season tickets, to allow manageable payment arrangements.

## 3. MAIN POINTS

- 3.1 The creation of a monthly season ticket permit in this car park would support the best use of Council assets, increase the uptake and usage of the Whiteway car park, support residents and local businesses by providing more manageable purchasing options.
- 3.2 The proposed cost of a monthly season ticket is £42 per month, which can be purchased online via the Council website or over the telephone.



**3.3** If approval is given for a monthly season ticket, it would permit Parking at the Whiteway car park Monday to Friday between the hours of 7:30am – 7:30pm

#### **4. ALTERNATIVE OPTIONS**

**4.1** The Council could choose to not adopt a monthly permit scheme and remain with the annual, 6 month and 3 month season ticket permits, this would result in less flexible purchasing options for customers and residents and limit access for customers who are lower wage earners and cannot afford to outlay on an annual season ticket.

#### **5. CONCLUSIONS**

**5.1** The feedback we have received in the initial phase of the car parking strategy consultation is that customers and employees would like a flexible option to pay monthly for their season ticket at this car park.

#### **6. FINANCIAL IMPLICATIONS**

**6.1** Implementing a monthly season ticket would not bare any financial burden to the Council as the systems and resources are in place to deliver this.

**6.2** The average percentage banking charge per season ticket transaction is 1.44%. An annual season ticket of £500 attracts £7.20 fee and a 1-month season ticket at £42 for Whiteway attracts £0.60 per transaction. Therefore, if a person with an annual permit changed to pay for a monthly permit for the year, the costs remain same. All permits are self-serve and therefore no additional resources from the Parking Team are required.

Method of payment	fee per transaction	Fee for one year
Annual Season Ticket	£7.20	£7.20
Monthly Season Ticket	£0.60	£7.20

#### **7. LEGAL IMPLICATIONS**

**7.1** Any changes to the existing terms and conditions and or charges in the car parks will require a variation to the relevant Off-Street Parking Order.

#### **8. RISK ASSESSMENT**

**8.1** There are no adverse risks identified with this proposal.



**9. EQUALITIES IMPACT**

- 9.1 There are no unacceptable adverse effects on the protected characteristics covered by the Equalities Act 2010. There are no changes proposed to the provision of disabled parking bays in the car parks. (See Annex A Equalities impact Assessment)

**10. CLIMATE AND ECOLOGICAL EMERGENCIES IMPLICATIONS**

- 10.1 Through increasing the number of customers at the Whiteway carpark, this would increase the number of customers who park and stride as their mode of transport to the town.

**11. BACKGROUND PAPERS**

- 11.1 None

(END)

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## Equality and Rurality Impact Assessment Form

## Annex E

When completing this form you will need to provide evidence that you have considered how the 'protected characteristics' may be impacted upon by this decision. In line with the General Equality Duty the Council must, in the exercise of its functions, have due regard for the need to:

- a) Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This form should be completed in conjunction with the guidance document available on the Intranet

Once completed a copy should be emailed to [@publicagroup.uk](mailto:publicagroup@publicagroup.uk) to be signed off by an equalities officer before being published.

### 1. Persons responsible for this assessment:

Names: Susan Hughes	
Date of assessment: February 2024	Telephone: 01285 623228 Email: susan.hughes@publicagroup.uk

### 2. Name of the policy, service, strategy, procedure or function:

Delegated Decision making meeting – Whiteway car park permits
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### 3. Briefly describe it aims and objectives

Outline the approach add a monthly season ticket holder permit option in addition to the annual season ticket to ensure best use of Council assets.
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4. Are there any external considerations? (e.g. Legislation/government directives)

There is a legal requirement to allow 21 day public notice via the press.

5. What evidence has helped to inform this assessment?

Source	✓	If ticked please explain what
Demographic data and other statistics, including census findings	✓	
Recent research findings including studies of deprivation	<input type="checkbox"/>	
Results of recent consultations and surveys	✓	
Results of ethnic monitoring data and any equalities data	<input type="checkbox"/>	
Anecdotal information from groups and agencies within Cotswolds	✓	Feedback from local business through the chambers of commerce and town and parish council walkabouts in Cirencester as part of the current Cotswold District Council car parking strategy
Comparisons between similar functions / policies elsewhere	<input type="checkbox"/>	
Analysis of audit reports and reviews	<input type="checkbox"/>	
Other:	x	

6. Please specify how intend to gather evidence to fill any gaps identified above:

n/a



7. Has any consultation been carried out?

Current live consultation on the wider Cotswold District Council Car parking strategy is underway. No direct consultation required for this change

If NO please outline any planned activities

The delegated decision-making meeting seeks to gain approval to carry out this change.

8. What level of impact either directly or indirectly will the proposal have upon the general public / staff? (Please quantify where possible)

Level of impact	Response
NO IMPACT – The proposal has no impact upon the general public/staff	<input type="checkbox"/>
LOW – Few members of the general public/staff will be affected by this proposal	<input checked="" type="checkbox"/>
MEDIUM – A large group of the general public/staff will be affected by this proposal	<input type="checkbox"/>
HIGH – The proposal will have an impact upon the whole community/all staff	<input type="checkbox"/>
Comments: This decision making meeting report proposes to create great flexible purchasing options for residents, employees and local business, when purchasing a season ticket at the whiteway car park.	

9. Considering the available evidence, what type of impact could this function have on any of the protected characteristics?

*Negative – it could disadvantage and therefore potentially not meet the General Equality duty;*

*Positive – it could benefit and help meet the General Equality duty;*

*Neutral – neither positive nor negative impact / Not sure*

	Potential Negative	Potential Positive	Neutral	Reasons	Options for mitigating adverse impacts
Age – Young People			x	The proposal is inclusive to people of different age groups, but it is not specific to age	



Age – Old People			x	The proposal is inclusive to all ages	
Disability			x	The proposal is inclusive to people with disabilities but is not specific to disability	
Sex – Male			x	The proposal is inclusive to all gender groups, but it is not specific to gender	
Sex – Female			x	The proposal is inclusive to all gender groups, but it is not specific to gender	
Race including Gypsy and Travellers			x	The proposal is inclusive to people of all races, but it is not specific to race	
Religion or Belief			x	The proposal is inclusive to people of all religions, but it is not specific to religion	
Sexual Orientation			x	This proposal is inclusive to all types of sexual orientation, but it is not specific to sexual orientation	
Gender Reassignment			x	The proposal is inclusive to all gender groups, but it is not specific to gender	
Pregnancy and maternity			x	The proposal is inclusive to people who are pregnant and/or on maternity, but it is not specific to this group	
Geographical impacts on one area			x	The proposal is inclusive to the whole of the Cotswold District	
Other Groups			x	This proposal is inclusive to all other groups that are not mentioned	
<b>Rural considerations:</b> ie Access to services; leisure facilities, transport; education; employment; broadband.			x	The proposal is inclusive to the whole of the Cotswold District	

10. Action plan (add additional lines if necessary)



Action(s)	Lead Officer	Resource	Timescale
Decision making meeting	Jon Dearing and Cabinet Member for the Economy and Transformation		
21 press notice	Maria Wheatley		

11. Is there is anything else that you wish to add?

no
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### Declaration

I/We are satisfied that an equality impact assessment has been carried out on this policy, service, strategy, procedure or function and where an negative impact has been identified actions have been developed to lessen or negate this impact. We understand that the Equality Impact Assessment is required by the District Council and that we take responsibility for the completion and quality of this assessment.

Completed By:	Susan Hughes	Date:	05/02/2024
Line Manager:	Jon Dearing	Date:	9 <sup>th</sup> February 2024
Reviewed by Corporate Equality Officer:		Date:	

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