

NAME OF SCRUTINY COMMITTEE	Communities Scrutiny Committee
DATE OF MEETING	26 SEPTEMBER 2019
TITLE	To establish a Parking Management Task Group.
AUTHOR	Dafydd Wyn Williams, Head of Environment Department
CABINET MEMBER	Councillor Gareth W Griffith
PURPOSE	To establish terms of reference and an outline work programme for the Communities Scrutiny Committee task group to consider Income from Car Parks.

1. BACKGROUND

- 1.1 A report was presented to the Communities Scrutiny Committee on 4 July 2019 (Appendix 1) asking that the Scrutiny Committee '*establish a Task Group to assist with the work of analysing the range of options to manage car parks in light of the future financial income challenges*'.
- 1.2 The Committee agreed to establish the Task Group, and the Department was requested to establish its terms of reference and to set its outline work programme, as follows:

RESOLVED to elect Councillors Kevin Morris Jones [Arfon], Angela Russell [Dwyfor], Annwen Hughes and Gethin Glyn Williams [Meirionnydd] as members of the Task Group. A request was made for the Service to submit a brief, terms of reference and timetable for the Task Group to the next meeting of the Communities Scrutiny Committee - 26.9.19.

2. TERMS OF REFERENCE

- 2.1 It is likely that what was noted in the report to the Communities Scrutiny Committee on 4 July 2019 encompasses the purpose of the Task Group, namely:
- To assist in the work of analysing the range of options to manage car parks in light of the future financial income challenges.
 - To assist the Department in assessing possible options to increase income from car parks and at the same time to assess whether it is possible to do so without increasing parking costs for Gwynedd residents.

3. OUTLINE WORK PROGRAMME FOR THE SCRUTINY WORKING GROUP TO CONSIDER INCOME FROM CAR PARKS

- 3.1 It is believed that setting an initial programme for the Task Group is important. This has been included below.

Timetable of Meetings	Matters for discussion
26 September 2019	Present the working group's Terms of Reference and Work Programme to the Scrutiny Committee
October 2019	<ul style="list-style-type: none"> • Familiarise with the current parking strategy and the mind-set and research behind it • Familiarise with the financial challenges, namely income, savings and inflation • Discuss and establish initial principles
November 2019	<ul style="list-style-type: none"> • Fee levels and budget modelling • Different fees for residents • Categorisation of car parks
5 December 2019	Update to the Scrutiny Committee
January 2020	<ul style="list-style-type: none"> • Disabled Parking • Residents' Parking • Parking for 'events' • Parking for motorhomes
February 2020	<ul style="list-style-type: none"> • Enforcement • Services for others (contracts) • Charging points
2 April 2020	Report to the Scrutiny Committee on the work of the working group and its recommendations

3.2 It is believed that it is important to give the Task Group some freedom to innovate, but that it should attempt to adhere to the timetable outlined in 3.1. The programme gives the Task Group the opportunity to update the Committee on its progress. At these times, with the Committee's approval, the terms of reference and the programme could be revised if need be.

4. RECOMMENDATION

4.1 The Communities Scrutiny Committee is asked to approve the terms of reference and the Outline Programme for the Task Group.

Appendices

Appendix 1: Report to the Communities Scrutiny Committee 04.07.19