



Members of the Cabinet  
(Councillors A H Trollope-Bellew (Leader), M J Chilcott (Deputy  
Leader), M O A Dewdney, K M Mills, C Morgan, S J Pugsley,  
K H Turner and D J Westcott)

Our Ref DS/KK  
Your Ref

Contact Krystyna Kowalewska kkowalewska@westsomerset.gov.uk  
Extension 01984 635307  
Date 21 February 2017

**THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THE MEETING  
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OR IN OTHER LANGUAGES ON REQUEST**

Dear Councillor

I hereby give you notice to attend the following meeting:

**CABINET**

**Date: Wednesday 1 March 2017**  
**Time: 4.30 pm**  
**Venue: Council Chamber, Council Offices, Williton**

Please note that this meeting may be recorded. At the start of the meeting the Chairman will confirm if all or part of the meeting is being recorded.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during the recording will be retained in accordance with the Council's policy.

Therefore unless you advise otherwise, by entering the Council Chamber and speaking during Public Participation you are consenting to being recorded and to the possible use of the sound recording for access via the website or for training purposes. If you have any queries regarding this please contact Committee Services on 01984 635307.

Yours sincerely

A handwritten signature in black ink, appearing to read "B. Lang".

**BRUCE LANG**  
Proper Officer



## CABINET

**Meeting to be held on 1 March 2017 at 4.30 pm**

**Council Chamber, Williton**

### AGENDA

1. **Apologies for Absence**

2. **Minutes**

Minutes of the Meeting of Cabinet held on 8 February 2017 to be approved and signed as a correct record – **SEE ATTACHED.**

3. **Declarations of Interest**

To receive and record declarations of interest in respect of any matters included on the agenda for consideration at this meeting.

4. **Public Participation**

The Leader to advise the Cabinet of any items on which members of the public have requested to speak and advise those members of the public present of the details of the Council's public participation scheme.

For those members of the public wishing to speak at this meeting there are a few points you might like to note.

A three-minute time limit applies to each speaker and you will be asked to speak before Councillors debate the issue. There will be no further opportunity for comment at a later stage. Your comments should be addressed to the Chairman and any ruling made by the Chair is not open to discussion. If a response is needed it will be given either orally at the meeting or a written reply made within five working days of the meeting.

5. **Forward Plan**

To approve the latest Forward Plan for the month of May 2017 – **SEE ATTACHED.**

6. **HPC Planning Obligations Board – Allocations of CIM Funding**

To consider Report No. WSC 20/17, to be presented by Councillor M Chilcott, Lead Member for Resources and Central Support – **TO FOLLOW.**

The purpose of the report is to present the recommendations of the Hinkley Point C Planning Obligations Board, for the allocation of monies from the Community Impact Mitigation (CIM) Fund secured through the Section 106 legal agreement for the Site Preparation Works at Hinkley Point.

7. **New Traffic Regulation Order (Off-Street Parking)**

To consider Report No. WSC 19/17, to be presented by Councillor K Mills, Lead Member for Regeneration and Economic Development – **SEE ATTACHED.**

The purpose of the report is to seek agreement to revoke the West Somerset District Council (Off-Street Parking Places) Order 2016 and bring into operation from June 2017, The West Somerset District Council (Off-Street Parking Places) Order 2017.

**COUNCILLORS ARE REMINDED TO CHECK THEIR POST TRAYS**

**CABINET****MINUTES OF THE MEETING HELD ON 8 FEBRUARY 2017****AT 4.30 PM****IN THE COUNCIL CHAMBER, WILLITON****Present:**

Councillor A Trollope-Bellew ..... Leader

Councillor M Chilcott

Councillor K Mills

Councillor S Pugsley

Councillor D J Westcott

Councillor M Dewdney

Councillor C Morgan

Councillor K Turner

**Members in Attendance:**

Councillor G S Dowding

Councillor A Hadley

Councillor P Murphy

Councillor R Woods

Councillor S Goss

Councillor B Heywood

Councillor N Thwaites

**Officers in Attendance:**

Director of Operations (S Adam)

Democratic Services Manager (R Bryant)

Assistant Director Resources (P Fitzgerald)

Assistant Director Operational Delivery (C Hall)

Economic Regeneration and Tourism Manager (C Matthews)

Finance Manager (J Nacey)

Community and Housing Lead (HPC) (L Redston)

Housing Initiatives Officer (HPC) (B Brown)

Meeting Administrator (K Kowalewska)

**Also in Attendance:**

Mark Blaker, Business and Governance Manager - Somerset Waste Partnership

**CAB57     Apologies for Absence**

No apologies for absence were received.

**CAB58     Minutes of the Meeting held on 4 January 2017**

(Minutes of the Meeting of Cabinet held on 4 January 2017 - circulated with the Agenda.)

**RESOLVED** that the Minutes of the Meeting of Cabinet held on 4 January 2017 be confirmed as a correct record.

**CAB59**     **Declarations of Interest**

Members present at the meeting declared the following personal interests in their capacity as a Member of a County, Parish or Town Council:

Name	Minute No.	Member of	Action Taken
Cllr C Morgan	All	Stogursey	Spoke and voted
Cllr A Trollope-Bellew	All	Crowcombe	Spoke and voted
Cllr K Turner	All	Brompton Ralph	Spoke and voted
Cllr D Westcott	All	Watchet	Spoke and voted
Cllr S Goss	All	Stogursey	Spoke
Cllr P Murphy	All	Watchet	Spoke
Cllr N Thwaites	All	Dulverton	Spoke

In addition, the following interests were declared:

Name	Minute No.	Description of interest	Personal or Prejudicial	Action Taken
Cllr M Chilcott	CAB63	Landlord	Personal	Spoke and voted
Cllr S Pugsley	CAB63	Landlord	Personal	Spoke and voted
Cllr A Trollope-Bellew	CAB63	Landlord	Personal	Spoke and voted
Cllr K Turner	CAB63	Landlord	Personal	Spoke and voted
Cllr D Westcott	CAB63	Landlord	Personal	Spoke and voted

**CAB60**     **Public Participation**

No members of the public spoke at the meeting on any items on the agenda.

**CAB61**     **Forward Plan**

(Copy of the Forward Plan for the month of March 2017 – circulated with the Agenda.)

The purpose of this item was to approve the Forward Plan.

The Chairman of Scrutiny advised Members that the Scrutiny Committee recommended, at its meeting on 19 January 2017, to include an item on the Forward Plan on the review of the achievability of the transfer of public conveniences. In response, the Lead Member for Resources and Central Support undertook to take this issue away and consult on the practicalities of providing a report at this stage of the process with the officers involved in the transfer, and would report back to the Chairman direct.

**RESOLVED** that the Forward Plan for the month of March 2017 be approved.

**CAB62 Somerset Waste Partnership Draft Business Plan 2017-2022**

(Report No. WSC 16/17 – circulated with the Agenda.)

The purpose of the report was to seek approval for the Somerset Waste Partnership's Draft Business Plan for 2017-2022. Whilst the Business Plan had a 5 year horizon, Members were only requested to approve the plan for the financial year 2017/18.

The Lead Member for Environment presented the item and provided some clarity on key elements of the report. He reported that an enhanced recycling process would be delivered over the next two years; advised on plans for a new depot provision; and drew attention to the key aims and priorities contained within the Business Plan, in particular, to the publicity and communications programme.

The Lead Member for Environment proposed the recommendations in the report which were duly seconded by Councillor M Chilcott.

It was reported that during the Recycle More trials there was a significant increase in the overall recycling levels.

It was also reported that the introduction of van and trailer permits and restrictions had achieved its primary objective of reducing congestion during busy periods. Further to concerns raised, it was advised that SWP would welcome any feedback on the matter and comments received would be included as part of the review taking place in June 2017.

**RESOLVED (1)** that the Somerset Waste Partnership's Budget for 2017-2018 be approved.

**RESOLVED (2)** that the Somerset Waste Partnership's business plan for 2017-2022 be noted.

**CAB63 Hinkley Point C Housing Fund Strategy (Phase 2)**

(Report No. WSC 12/17 – circulated with the Agenda.)

The purpose of the report was to present the Phase 2 Hinkley Point C Housing Fund Strategy for approval.

The Lead Member for Housing, Health and Wellbeing presented the report and provided detailed background information. He commented on the aims of the HPC Housing Fund Strategy and welcomed the Housing Initiatives Officer to the meeting who would be involved in the promotion and monitoring of housing schemes and initiatives. It was noted the Phase 1 housing initiatives designed to create new bed spaces had exceeded the target.

The Lead Member proposed the recommendation of the report which was seconded by Councillor M Dewdney.

Members acknowledged and understood the reasons why initiatives had not succeeded very well in some areas, and the Community and Housing Lead provided reassurance that the Council was working with Sedgemoor District Council and local partners to identify these schemes in order to progress and improve the situation. It was felt that improved promotion of the activities was needed to ensure the public were aware of the initiatives within the Strategy and the funding which was available, and it was reported that a communications campaign was underway.

The priorities for the housing initiatives and how to access the funding and schemes was further explained. It was advised the main aim was to provide a range of accommodation to meet the needs of the community due to the impacts of HPC on the local housing market, providing accommodation that would be attractive to all as well as being accessible to people on low incomes.

**RESOLVED** that it be recommended to Council to approve the principles and outline expenditure as set out in the Phase 2 Hinkley Point C Housing Fund Strategy and to delegate responsibility for approving minor amendments to the planned expenditure set out in the Strategy to the Hinkley Housing Board.

**CAB64**     **Hinkley Point C Development Consent Obligation Section 106 – Business Support Initiatives**

(Report No. WSC 9/17 – circulated with the Agenda.)

The purpose of the report was to outline proposals relating to the Business Support Initiatives allocation for West Somerset that formed part of the Hinkley Point C (HPC) Development Consent Order Section 106 Agreement.

The Leader Member for Regeneration and Economic Growth presented the item and emphasised that the allocations to the Council for business support initiatives related to proposals during years 3 and 4 of the Economic Development Allocation, and initiatives relevant to economic development activity had been identified. The proposals would have a direct positive impact on key themes and issues set out in the Council's Corporate Strategy. The Lead Member encouraged Members to read Appendix A of the report which promoted the work of the Economic Development Team and detailed how the activity had benefited the local community.

The Lead Member proposed the recommendation which was seconded by Councillor D Westcott.



The Economic Development Team were congratulated on the work undertaken and for securing match funding on many of the activities to date. The information contained in Appendix A encapsulated all the good work that had been achieved, and there were great opportunities for businesses to engage in.

**RESOLVED** that the proposals detailed in paragraph 4.5 of the report be agreed and that it be recommended to Council to approve the drawdown of the HPC S106 Business Support Initiatives allocation for West Somerset of £159,792 to support and grow economic development activity in West Somerset aligned to the impacts and opportunities created by the HPC Project.

**CAB65**      **Loan to Somerset Waste Partnership for Vehicles to support the New Operating Model**

(Report No. WSC 10/17 – circulated with the Agenda.)

The purpose of this report was to provide detail in relation to a request to lend £3.5m to the Somerset Waste Partnership (SWP) for the purchase of new vehicles associated with the New Operating Model. There might be a later request for a further advance in relation to new or reconfigured depots but the details of these and the funding required were not yet available.

The Lead Member for Resources and Central Support presented the item and provided details of the loan requirement. She proposed the recommendations of the report which were seconded by Councillor S Pugsley.

In response to a question, the Director of Operations highlighted the risk assessment contained within the report which described the issues relevant to the loan agreement and the associated risks if the borrower failed to make repayments.

**RESOLVED (1)** that it be recommended to Council to approve the provision of £3.5m capital loan to the Somerset Waste Partnership in 2017/18, to fund the acquisition of new vehicles, based on the PWLB rate + 1% with final terms and conditions to be agreed by the S151 Officer.

**RESOLVED (2)** that it be recommended to Council to include the associated budget approval of £3.5m in the Capital Programme for 2017/18.

**RESOLVED (3)** that the risks and potential benefits for the Council's financial position through the generation of additional net interest income be noted.

**CAB66**      **Capital Programme Draft Budget Estimate 2017/18**

(Report No. WSC 8/17 – circulated with the Agenda.)

The purpose of the report was to set out the Draft 2017/18 Capital Programme to enable Cabinet to recommend proposals to Council for approval.

The Lead Member for Resources and Central Support presented the item and provided background information. She proposed the recommendations of the report which were seconded by Councillor C Morgan.

**RESOLVED (1)** that it be recommended to Council to approve the 2016/17 Capital Programme Budget totalling £3,872,500, funded through a combination of capital receipts reserves, external grant funding and borrowing.

**RESOLVED (2)** that it be recommended to Council to delegate authority to the S151 Officer to approve adjustments to the 2017/18 Disabled Facilities Grant Capital Budget to reflect the final grant funding received from the Better Care Fund.

#### **CAB67 Annual Budget and Council Tax 2017/18**

(Report No. WSC 7/17 – circulated with the Agenda.)

The purpose of this report was to set out the Draft Budget and proposed Council Tax for 2017/18 to enable Cabinet to recommend proposals to Full Council for approval.

The Lead Member for Resources and Central Support presented the item and provided detailed background information. In addition to highlighting the key points from the report, she advised that the Final Settlement had not yet been decided upon by the Government, and that it may not be settled by the time the report was presented to Full Council on 22 March 2017. The funding available to the Council to deliver services had reduced by £752,000 in one year and the reasons for the reduction in funding were emphasised.

Reference was made to the implementation of a Council Tax increase of 3.4% (£5 on a Band D) and the Lead Member asked that when explaining the increase to parish and town councils, it be communicated that this meant an increase of £5 a year or equivalent.

The enormity of what the Council was facing was realised. Both West Somerset Council and Taunton Deane Borough Council had challenging budgets for 2017/18 and the transformation of services alone would not close the budget gap going forward. The Lead Member underlined how important it was for the Council to now start planning on how to make savings for 2018/19 and beyond, and be ready for the challenge.

The Lead Member proposed the recommendations of the report which were seconded by Councillor K Mills.

The hard work of the Finance Team was acknowledged and Members thanked everyone who had been involved in preparing the budget paper.

The significant impact of the 2017 Business Rates revaluation and the requirement to maintain financial provisions in respect of the risk associated with the Hinkley B appeal was discussed. Conversations with Government were crucial at this stage to try and obtain clarification on the Business Rates position. Progression of the case to create a new council was also regarded as crucial in attempting to address the challenges ahead.

**RESOLVED (1)** that the forecast Medium Term Financial Plan and Reserves position, and the S151 Officer's Robustness Statement, as set out in Appendix C of the report, be noted.

**RESOLVED (2)** that it be recommended to Council to approve the 2017/18 Draft Budget, subject to any amendments required as a result of the Final Funding Settlement.

**RESOLVED (3)** that it be recommended to Council to approve a 2017/18 Council Tax increase of 3.4%, increasing the Band D basic tax rate by £5 to £152.32, comprising £150.56 for services and £1.76 on behalf of the Somerset Rivers Authority.

**RESOLVED (4)** that it be recommended to Council that £143,100 from existing capital receipts reserves is set aside to fund capital debt repayment in 2018/19, in lieu of Minimum Revenue Provision, and the RCCO provision of £39,000 per year from 2018/19 onwards is removed from the MTFP.

**CAB68** **Draft Treasury Management Strategy Statement, Annual Investment Strategy and MRP Policy 2017/18**

(Report No. WSC 11/17 – circulated with the Agenda.)

The purpose of the report was to inform Members of the recommended strategy for managing the Council's cash resources including the approach to borrowing and investments. It also sought the formal approval of the Treasury Management Strategy Statement, Annual Investment Strategy and MRP Policy which must be approved by Full Council by 31 March each year in line with regulations.

The Lead Member for Resources and Central Support presented the item and drew attention to the proposed operational boundary. She proposed the recommendations of the report which were seconded by Councillor S Pugsley.

**RESOLVED (1)** that the Prudential Indicators included within the TMSS which included limits for borrowing and investment be noted.

**RESOLVED (2)** that it be recommended to Council to approve the draft Treasury Management Strategy Statement (TMSS), Annual Investment Strategy and MRP Policy as included with the report.

The meeting closed at 6.07 pm

9  
Cabinet Forward Plan - May 2017

Forward Plan Ref / Date proposed decision published in Forward Plan	Date when decision due to be taken and by whom	Details of the proposed decision	Does the decision contain any exempt information requiring a resolution for it to be considered in private and what are the reasons for this?	Contact Officer for any representations to be made ahead of the proposed decision
FP/17/5/01  02/08/2016	17 May 2017	Title: <b>Cabinet Appointments on Outside Bodies</b>  Decision: to appoint representatives to serve on outside bodies for the period to the Annual Meeting in 2018 (except where specific periods are stated)	No exempt / confidential information anticipated	Bruce Lang, Assistant Chief Executive 01984 635200
FP/17/5/02  02/08/2016	17 May 2017  By Lead Member for Energy Infrastructure	Title: Hinkley Point  Decision: to consider key issues relating to Hinkley Point	No exempt / confidential information anticipated	Andrew Goodchild, Assistant Director Energy Infrastructure 01984 635245
FP/17/5/03  26/01/2017	17 May 2017  By Lead Member Regeneration and Economic Development	Title: West Somerset Opportunity Area  Decision: to update Members on the West Somerset Opportunity Area	No exempt / confidential information anticipated	Corinne Matthews, Economic Regeneration and Tourism Manager 01984 635287
FP/17/5/04  16/02/2017	17 May 2017  By Leader of Council	Title: Corporate Plan update  Decision: to provide Members with details of the Corporate Plan updates	No exempt / confidential information anticipated	Paul Carter Assistant Director, Corporate Services 01823 218740



*Report Number: WSC 19/17*

## **West Somerset Council**

### **Cabinet – Wednesday 1<sup>st</sup> March 2017**

#### **New Traffic Regulation Order (Off-Street Parking)**

**This matter is the responsibility Lead Member Cllr Karen Mills**

**Report Author: Tracey-Ann Biss**

#### **1 Executive Summary**

To seek agreement to revoke the West Somerset District Council (Off-Street Parking Places) Order 2016 and bring into operation from June 2017, The West Somerset District Council (Off-Street Parking Places) Order 2017 for the purpose to:

- Bring into line the Dulverton permit cost with those across the District and modifying the car parks covered by these permits;
- Consolidate the “Named” parking permits for Watchet into one permit to all car parks;
- Introduce an overnight parking tariff for Motor Homes in selected car parks;
- Incorporate both the Boat Trailer Parking Area, Watchet and the car park area to the north of Quay West into the Order to regularise their use.

#### **2 Recommendations**

It is recommended that Cabinet considers the comments of the Scrutiny Committee (Section 16), and approve to revoke the 2016 Order and replace with the 2017 Order from June 2017. Further approval to:

- 2.1 Bring Dulverton (6 and 12 month) permits in line with “Named” permit across the District.
- 2.2 Use increased revenue created to support the maintenance of these car parks.
- 2.3 Removal of the Lion Stables (short stay) car park from the Dulverton permit.
- 2.4 Introduction of a tariff allowing Motor Homes to park overnight in designated car parks for a maximum of 48hrs with no return within 7 days.
- 2.5 Incorporate the Boat Trailer Park area at West Pier, Watchet within the Order and combine the payment of daily slipway fees and trailer parking charges.
- 2.6 Consolidation of the Watchet “Named” permit to one “Watchet” permit allowing parking in all Council car parks within Watchet.
- 2.7 Incorporate Quay West, Minehead north car park within the Order.

### 3 Risk Assessment (if appropriate)

#### Risk Matrix

Description	Likelihood	Impact	Overall
Reduction in the number of Dulverton parking permits purchased.	3	2	6
Potential for anti-social behaviour with the introduction of an overnight parking tariff for Motor Homes in selected car parks	3	3	9

#### Risk Scoring Matrix

Likelihood	5	Almost Certain	Low (5)	Medium (10)	High (15)	Very High (20)	Very High (25)
	4	Likely	Low (4)	Medium (8)	Medium (12)	High (16)	Very High (20)
	3	Possible	Low (3)	Low (6)	Medium (9)	Medium (12)	High (15)
	2	Unlikely	Low (2)	Low (4)	Low (6)	Medium (8)	Medium (10)
	1	Rare	Low (1)	Low (2)	Low (3)	Low (4)	Low (5)
			1	2	3	4	5
			Negligible	Minor	Moderate	Major	Catastrophic
<b>Impact</b>							

Likelihood of risk occurring	Indicator	Description (chance of occurrence)
1. Very Unlikely	May occur in exceptional circumstances	< 10%
2. Slight	Is unlikely to, but could occur at some time	10 – 25%
3. Feasible	Fairly likely to occur at same time	25 – 50%
4. Likely	Likely to occur within the next 1-2 years, or occurs occasionally	50 – 75%
5. Very Likely	Regular occurrence (daily / weekly / monthly)	> 75%



## 4 Background and Full details of the Report

- 4.1 For a number of years Dulverton car park permits have been set at a tariff which is significantly different to similar permits across the District. The proposed increase still provides substantial savings to meter prices. The majority of Dulverton permits are purchased during April, therefore the full effects of the changes to the TRO proposed for June 2017 will not be fully implemented until April 18. Any additional revenue will be made available to support the maintenance of the car parks i.e. lighting. Dulverton Town Council has been consulted on the proposal (refer to Appendix A).
- 4.2 The Lion Stables car park is a short stay car park providing a maximum stay of 3 hours, with no return within 1 hour. To encourage the “churn” of this car park to support the provision of parking close to the town centre for visitors and shoppers, it is proposal to limit the use of the Dulverton permit to the long stay Exmoor and Guildhall car parks only and prompt the Shoppers restricted 2hrs permit to the Lion Stables car park (Shopper Annual permit cost is £40). Dulverton Town Council has been consulted on the proposal (refer to Appendix A).
- 4.3 Overnight sleeping in vehicles within the car parks is not currently permitted. The Council is aware that there is an increase expectation by visitors who are travelling via Motor Homes of the availability to use car parks as overnight stops for a limited period. The proposal is for a small number of designated Motor Home parking bays such as Harbour Road, Watchet, Porlock Central, Dunster Steep, Dunster and Quay West, Minehead. The new tariff would be enforced from 18:00 to 09:00 and allow overnight stops for a maximum of 48hrs with no return within 7 days. No services such as fresh water, electricity hook-up point etc. or the disposal of sanitary waste will be provided. Motor Homes which remain parked after 09:00 will be required to pay the standard car park tariff.
- 4.4 The Boat Trailer parking area is situated near the slipway at the West Pier, Watchet. It is currently unregulated and used by unauthorised vehicles, leaving no capacity for boat trailer parking. This has become an increase nuisance, and misuse here could not be managed in any other way than to extend the area covered by the Order. Previous attempts to control this misuse have led to vandalism of the gate and locks. Watchet Harbour Advisory Committee have been supportive of extending the Order. The proposal is to regularise this area for Boat Trailer parking only and combine the payment of daily slipway fees and parking charges. Valid Weekly and Yearly Slipway Fees Permits issued via the Assistant Watchet Harbour Master will also be accepted in this car park.
- 4.5 It is proposed to merge the individual “Named” permit which cover Watchet car parks Anchor Road, Market Street, West Pier, Swain Street and Harbour Street into one “Watchet” car park permit to assist the distribution of parking across the Town during the busy Tourist season.
- 4.6 To the north of the Quay West car park, Minehead there is a small car park owned by the Council which is not regulated through the current Order. The proposal is to regularise this area.

## 5 Links to Corporate Aims / Priorities

- 5.1 The proposal introduced by the new Order will assist the Council to regularise car park assets and support maintenance and long term investment plans.

## 6 Finance / Resource Implications

6.1

<b>Proposed Additional Income</b>	<b>2017/18</b>	<b>2018/19</b>	<b>Cumulative</b>
Increase price of car park permit	£400	£7,000	£7,400
Introduction of an overnight tariff	£500	£700	£1,200
Combining of payment of daily slipway fees and parking charge	£1,000	£1,500	£2,500
<b>Subtotal of income</b>	<b>£1,900</b>	<b>£9,200</b>	<b>£11,100</b>

<b>Estimated Expenditure</b>	<b>2017/18</b>	<b>2018/19</b>	<b>Cumulative</b>
Implementation	£5,000		£5,000
Additional Enforcement	£1,000	£1,000	£2,000
<b>Income less implementation</b>	<b>-£4,100</b>	<b>£8,200</b>	<b>£4,100</b>

- 6.2 The Dulverton permit is available as a 6 month or 12 month permit. Table 1 shows the current and the proposed cost.

**Table1 – Proposed Change to Tariff**

<b>Dulverton Permits</b>	<b>Current cost</b>	<b>Proposed Cost (from June 2017)</b>
6 month	£50.00	£160.00
12 month	£90.00	£210.00

- 6.3 Parking charges are enforced seven days a week during the hours of 09:00 – 18:00. The all-day tariff for Dulverton is £4.50.
- 6.4 The proposed cost of £160 for a 6 month permit is equivalent to 36 days parking if paid at the meter. For a 12 month permit a cost of £210 is equivalent to 47 days parking if paid via the Pay and Display machine.
- 6.5 Introduction of a tariff of £5.00 per night permitting Motor Homes to park overnight in designated car parks for a maximum of 48hrs with no return within 7 days. Motor Homes which remain parked after 09:00 would be required to pay the standard car park tariff.
- 6.6 The regularisation of the Boat Trailer Park and the combining of payment of daily slipway fees and parking charges as set from the 1 April 2017, is £14.50 per day. Weekly and Yearly slipway will be issued by the Assistant Harbour Master.

- 6.7 There will be work associated with the proposed changes to support its implementation such as cost of signage/tariff board, lining, re-programming of the machines, and implementation of the new Order estimated at a cost of £5k.
- 6.8 Incorporating both the Boat Trailer Parking Area, Watchet and the car park area to the north of Quay West into the Order to regularise their use and Motor Homes permitted use of car parks will increase Enforcement by approximately £1k per year.
- 6.9 Finance comments - In 2017/18 the cost implications of these changes will be slightly higher than the additional income received however this will be mitigated in future years and show a small overall increase in income (6.1). The main benefit of the changes is to bring the car park charging into line for all areas. There are no additional considerations as any changes relate to current charges; any additional income in future years will be used to support the maintenance of the car parks in the area.

## **7 Legal Implications**

- 7.1 Implementation of the proposals will require the revoking of the West Somerset District Council (Off-Street Parking Places) Order 2016 and bring into operation a new West Somerset District Council (Off-Street Parking Places) Order 2017.

## **8 Environmental Impact Implications**

- 8.1 The proposal to allow limited overnight stopping bays to Motor Home visitors will not include services such as fresh water, electricity hook-up point etc. or the disposal of sanitary waste.

## **9 Safeguarding and/or Community Safety Implications**

- 9.1 There is the potential for anti-social behaviour such as nuisance from noise; odours from outside cooking activities; and lighting with the introduction of an overnight parking tariff for Motor homes in selected car parks. This may affect other car park users or nearby residential properties and will require monitoring.

## **10 The Equality and Diversity Implications (if any)**

- 10.1 Refer to Appendix D

## **11 Social Value Implications**

- 11.1 The regularisation of the Boat Trailer Park will enable greater access for Local and Visiting boat owners to use the slipway.
- 11.2 The introduction of Motor Home specific bays for limited overnight stops is specifically targeted at the tourist economy.

## **12 Partnership Implications**

- 12.1 Increase in Parking Enforcement via Somerset County Council Agreement.

## **13 Health and Wellbeing Implications**

- 13.1 Refer to Section 8

## 14 Asset Management Implications

- 14.1 Assist the Council to regularise car park assets and improve financial sustainability for maintenance and future development.

## 15 Consultation Implications

- 15.1 Dulverton Town Council have been consulted on the proposal to increase the permits to bring the charges in line with “Named” permit across the District (refer to Appendix A).
- 15.2 If approved by Full Council the proposed Order will be made available for public inspection for a period of six weeks.

## 16 Scrutiny Comments / Recommendation(s) (if any)

- 16.1 This report was considered by Scrutiny on the 16<sup>th</sup> March 2017 and following debate it was agreed to neither support or oppose Recommendation 2.1 and support Recommendations 2.2 to 2.7.
- 16.2 Scrutiny requested data showing the current number of “Named” permits issued for each car park.

### Democratic Path:

- **Scrutiny– Yes (16 February 2017)**
- **Cabinet– Yes (01 March 2017)**
- **Full Council – Yes**

Reporting Frequency:  Once only    Ad-hoc    Quarterly

Twice-yearly    Annually

### List of Appendices (delete if not applicable)

Appendix A	Response from Dulverton Town Council
Appendix B	Boat Trailer Park, West Pier, Watchet
Appendix C	Car Park area to the North of Quay West, Minehead
Appendix D	Equality Impact Assessment Form and Action Plan
Appendix E	Summary of Representations received by Scrutiny (16 March 2017)

### Contact Officers

Name	Tracey-Ann Biss
Direct Dial	01823 356455
Email	t.biss@tauntondeane.gov.uk

## **Appendix A Response from Dulverton Town Council**

### **Summary of Correspondence to Dulverton Town Council (DTC)**

On the 28 January 2017 the Lead Member responsible for Car Parks, Cllr Karen Mills, wrote to DTC to inform them of the proposal to bring into operation a new Off Street Parking Order no earlier than May 2017, and as part of this process the Council's intention to align the cost of the Dulverton Permits to that across the rest of the District:

- Proposed yearly permit cost of £210 is equivalent to 57p per day (over 365 days).

Cllr Mills also clarified that the "Shopper" permit is accepted across all Dulverton Car Parks and may be a permit customers wish to consider going forward.

DTC were also asked to consider if they wished all permits to be accepted in the Lion Stables (Shopper and Dulverton 6 month/12 month).

### **Response from Dulverton Town Council**

I am writing as promised to impart the considerations of members concerning the contents of your email dated 28/01/17.

Below are quotes from the draft minutes of the Town Management Committee meeting held on 31/01/17, (to be approved at the next Council Meeting, 13/02/17):

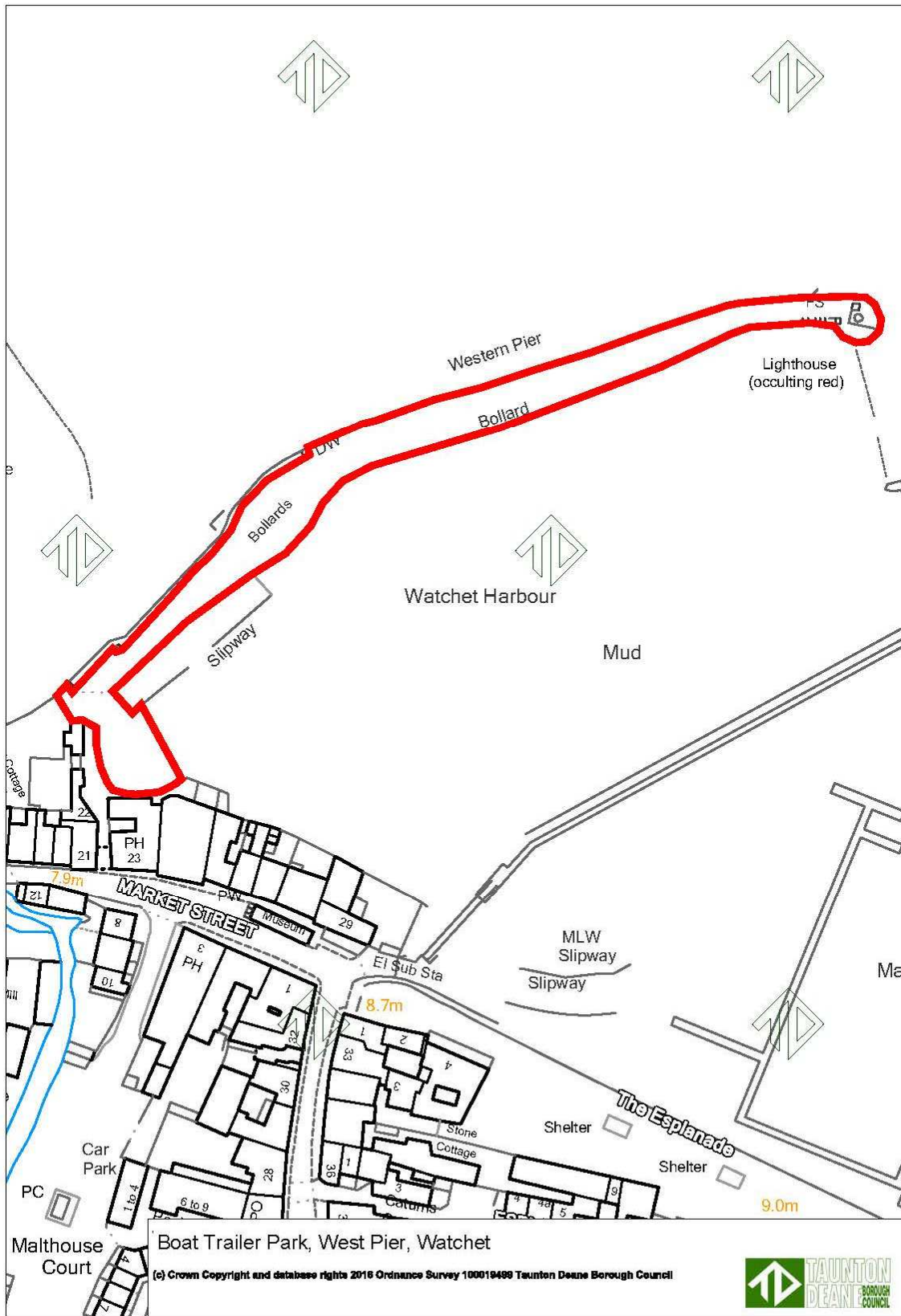
With regards the increase cost and use of permits:

1. 'Members strongly object to this huge increase in annual permits and suggest that it is implemented in stages'.
2. 'Members consider that the 'shoppers' permits and annual permits should be able to be used in all car parks'.
3. 'Furthermore, members would like to see weekly tickets available on demand either by purchasing a ticket from the machine or by contacting WSC directly'.

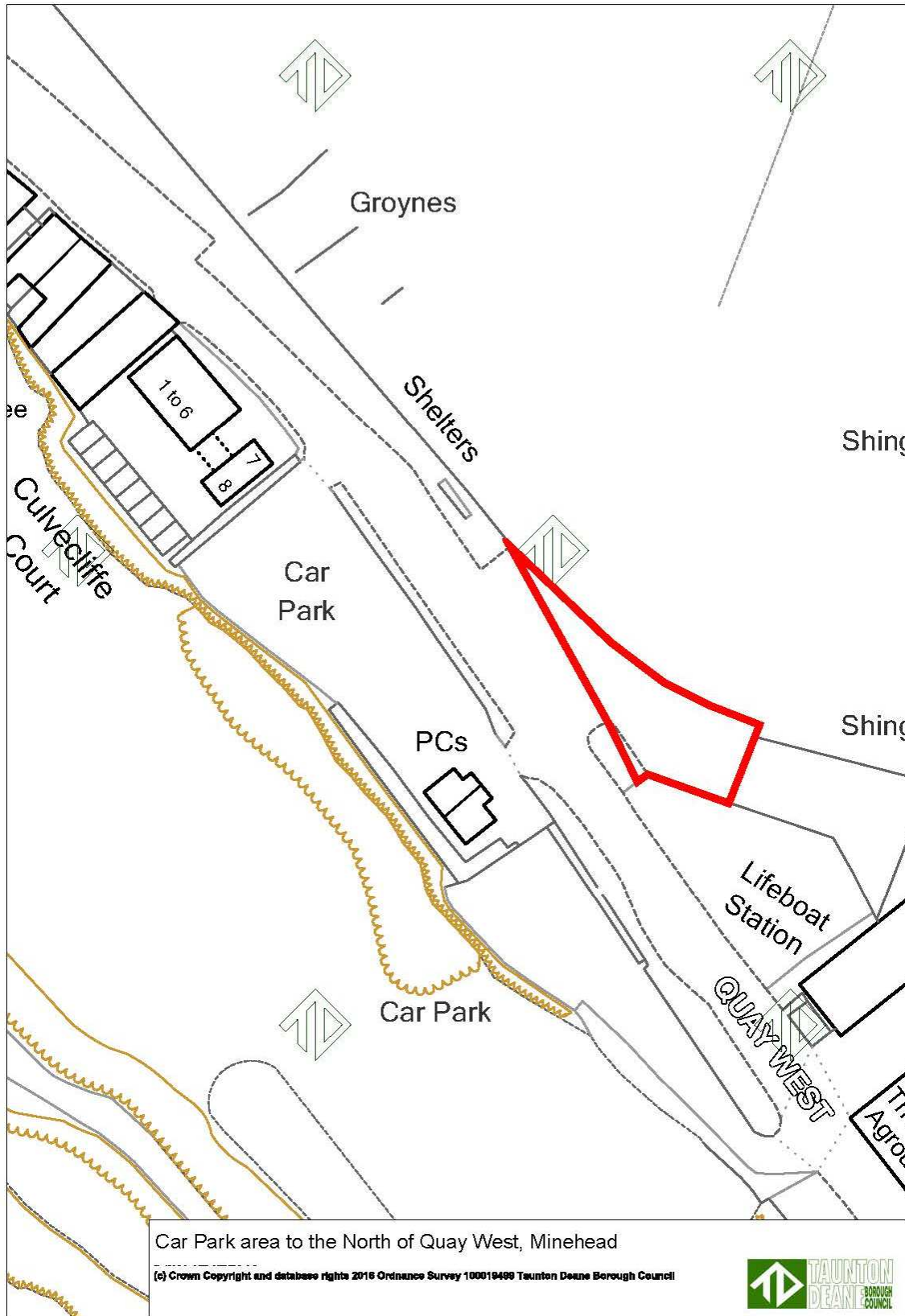
Clerk to the Council

*All comments received from the DTC are considered, however "comment 3" does not form part of the report and will be addressed separately.*

### Appendix B Boat Trailer Park, West Pier, Watchet



### Appendix C Car Park area to the North of Quay West, Minehead



## Appendix D Equality Impact Assessment Form and Action Plan

<b>Officer completing EIA form:</b>	<b>Job Title:</b>	<b>Team/Service:</b>	
Tracey-Ann Biss	Car Park Manager	Community and Client Services	
<b>Why are you completing the impact assessment? Please ✓ as appropriate</b>			
Proposed new policy or service	Change to policy or service	New or Change to Budget	Service review
	✓	✓	
<p><b>1 Description of policy, service or decision being impact assessed:</b>            To seek agreement to revoke the West Somerset District Council (Off-Street Parking Places) Order 2016 and bring into operation on the 01 June 2017, The West Somerset District Council (Off-Street Parking Places) Order 2017 for the purpose of:</p> <ul style="list-style-type: none"> <li>• Bring into line the Dulverton permit cost with those across the District and modifying the car parks covered by these permits;</li> <li>• Consolidate the “Named” parking permits for Watchet into one permit to all car parks;</li> <li>• Introduce an overnight parking tariff for Motor homes in selected car parks;</li> <li>• Incorporate both the Boat Trailer Parking Area, Watchet and the car park area to the north of Quay West into the Order to regularize their use.</li> </ul>			
<p><b>2 People who could be affected, with particular regard to the legally defined protected characteristics:</b>            All customers of the car parks, with no specific impact to protected characteristics groups however there may be implication to Low Income and Rurality</p>			
<p><b>3 People and Service Area who are delivering the policy/service/decision:</b>            TDBC Car Parks and enforcement via the SCC Parking Enforcement Agreement.</p>			
<p><b>4 Evidence used to assess impact: Please attached documents where appropriate.</b>            Management knowledge, occupancy of car parking bays and currently asset surveys</p>			
<p><b>5 Conclusions on impact of proposed decision or new policy/service change:</b>            The impact of the policy will have not require specific action to ensure equality for any of the Protected Characteristics Groups.</p>			
<p><b>6 Recommendation based on findings. These need to be outlined in the attached action plan</b>            It is recommended that the impact of the policy is continually monitored and reviewed when necessary.</p>			



<b>Equality Impact Assessment Action Plan</b>					
<b>Group Affected</b>	<b>Action required</b>	<b>Expected outcome of action</b>	<b>Person to undertake action</b>	<b>Service Plan - for monitoring</b>	<b>Expected Completion date</b>
Age	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Disability	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Gender Re-assignment	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Marriage and Civil Partnership	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Pregnancy and Maternity	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Race <sup>1</sup>	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Religion and Belief	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Sex	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Sexual Orientation	No requirement for specific action – monitor and review when necessary	Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing

<sup>1</sup> Including ethnicity, national origin, colour, nationality, gypsies and travellers.

<b>Equality Impact Assessment Action Plan</b>							
<b>Group Affected</b>	<b>Action required</b>			<b>Expected outcome of action</b>	<b>Person to undertake action</b>	<b>Service Plan - for monitoring</b>	<b>Expected Completion date</b>
Low Income (WSC only)	Promote alternative "shopper" permit which is available at a cost £40 but with restricted terms and conditions			Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Rurality (WSC only)	Promote alternative "shopper" permit which is available at a cost £40 but with restricted terms and conditions			Issue identified specific with PC reviewed and appropriate action taken	Car Park Operational Team		Ongoing
Author's Signature:	T-A Biss			Ref/Report Title:	Date:	February 2017	EIA Version: 1
Contact Details:	Tel:	01823 356455	Extn:	2441	Email:	t.biss@tauntondeane.gov.uk	

## Appendix E Summary of Representations received by Scrutiny (16 March 2017)

Representation received by Scrutiny (16 March 2017) related to Items 2.1 and 2.3 of the report

Concerns raised through Representations	WSC Comments
<ul style="list-style-type: none"> <li>• Exorbitant increase in parking permits</li> <li>• Any increase should be implemented in stages</li> <li>• Financial implications to those on Low Wages</li> </ul>	<ul style="list-style-type: none"> <li>• The bulk of annual permits are purchased in April whilst the proposed increase would not apply until June 2017. For the majority of customers the price increase would not come into effect until April 18.</li> <li>• The “Shoppers” yearly permit is also available for use in all Dulverton car parks and covers parking for a maximum of 2hrs and can be purchased at a cost of £40.</li> <li>• Permit charges have been subsidised by the Council for a number of years at a more favourable rate to those of the other District car parks</li> </ul>
<ul style="list-style-type: none"> <li>• Increased congestion and a reduction in the use of Car Parks</li> <li>• The proposals will not raise any increase in revenue but will simply transfer parking to the streets</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>• No specific evidence to back this but will monitor</li> </ul>
<ul style="list-style-type: none"> <li>• Impact on visitors and shoppers from outlying areas</li> <li>• Financial implication to Businesses</li> </ul>	<ul style="list-style-type: none"> <li>• No specific evidence to back this but will monitor</li> </ul>
<ul style="list-style-type: none"> <li>• Do not need a designated Car Park for Shoppers</li> <li>• Unnecessary, restrictive complexity of change to permit</li> <li>• Promise that all permits should be used in all car parks. Another promise broken!</li> <li>• Restricting parking permits to specific car parks is ludicrous!</li> <li>• Dictating which types of permits can be used in different car parks puts in extra complications.</li> <li>• I do not agree with the proposal to restrict parking in The Lion Stable car park to 3 hours</li> </ul>	<ul style="list-style-type: none"> <li>• There is no proposal in the Order to amend the restriction in The Lion Stables car park. It is classed as a short stay car park restricted to a maximum stay of 3 hours, no return within 1 hours as requested by DTC to WSC (reference DTC 14 December 2015)</li> <li>• The Council wish to encourage the “churn” of the Lion Stables short stay car park to support the provision of parking close to the town centre for visitors and shoppers. The most appropriate permit therefore is to permit the Shoppers (which is restricted to 2hrs only) and limit the use of the Dulverton permit to the long stay car parks such as Exmoor and Guildhall.</li> </ul>
<ul style="list-style-type: none"> <li>• Monies collected to keep the Dulverton car parks in good order</li> <li>• The car parks cannot be classed the same as those along the coast</li> </ul>	<ul style="list-style-type: none"> <li>• Car Park income is not ring-fenced to individual car parks but is used to provide the service and up keep of all the car parks across the whole District</li> <li>• The Council’s is aware of the diversity of our Towns and Villages with individual landscape features and attractions</li> </ul>