

B1 What is the Decision?	To amend the Cabinet decision (October 7 th 2019) to pass on the transaction charge for use of the Parking App to the user and for this charge to be met by the Council.
B2 What are the reasons for the Decision?	Following the re-introduction of car parking charges on June 29 th 2020 (following their suspension from March 27 th 2020) it is apparent that usage of the Council's car parks is significantly reduced (by 59% to the present time). In addition, the rate of Parking App usage is also relatively low (at circa 6%). Passing on the transaction charge may have a further negative impact on parking usage. In addition, encouraging use of the Parking App is also a significant method of reducing customer contact points and therefore will assist with keeping Covid-19 infection rates down.
B3 What are the contributions to Corporate Priorities?	Environment and Health & Wellbeing Value for Money Council
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

Financial Implications

B5 What are the financial implications?	The main financial issues arising from this decision are as follows:
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Revenue	2020/21	2021/22	2022/23
<p>Estimated minimum cost until the end of financial year: £1,172 (assumes transactions continue to be reduced by the current rate of 59% and take up of the app remains at 6%).</p> <p>Estimated maximum cost until the end of financial year: £5,960 (assumes a full return to pre covid-19 rates of transaction and an uptake of 18% use of the app).</p> <p>In the short term this additional cost can be met from a reduction in the budgeted costs associated with amendments to the car parking signage. This will need to be reviewed as part of the development of the Medium Term Financial Strategy for 2021/22 onwards.</p>	£1,172- £5,960		

Capital	2020/21	2021/22	2022/23

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Lisa Turner Please sign name: Approval by email 190820
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Policy Framework

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B6.2 Has it got the appropriate approvals under those provisions?	Yes
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B7.2 Has it got the appropriate approvals under those provisions?	Yes

Equalities Implications

B8 What are the Equalities implications: N/A
B8.1 Positive (Opportunities/Benefits):
B8.2 Negative (Threats):
B8.3 The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.
B8.4 [The equality impact assessment identified the following actions to be carried out: N/A

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): By covering the transaction costs of the Parking App the Council will effectively be encouraging the use of this payment process. Use of the App will reduce customer contact points and potential Covid-19 transmission.
B9.2 Negative (Threats): The usage rates of the car parks is unknown and these may begin to rise. However this has been covered in the financial estimates covered at B5
B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:	
B10.1 There are no significant legal issues arising from this decision.	
This section has been approved by the following member of the Legal Team:	Please print name: Angela Wakefield Please sign name: Approval by email 210820

Sustainability Implications

B11 What are the Sustainability implications: N/A
B11.1 The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
B11.2 Positive (Opportunities/Benefits): Car parking rates remain low compared to pre Covid-19 levels (59% reduction)
B11.3 Negative (Threats): These rates may rise as residents/visitors return.

Health & Safety Implications

B12 What are the Health & Safety implications: N/A
B12.1 A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.
B12.2 Any financial implications to mitigate against these hazards and risks are considered above.
B12.3 Control measures and an action plan have been identified for any significant hazards and risks identified in the risk assessment. The positive/negative impacts are set out below N/A
B12.3.1 Positive (Benefits)
B12.3.2 Negative (Threats)

Key Decision

B13 Is this a Key Decision?	No
<p>Note: A Key Executive Decision is one where:</p> <ol style="list-style-type: none"> 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000 2. CAPITAL – Any capital project with a value in excess of £150,000 3. A decision which significantly affects communities living or working in an area comprising two or more wards. 	
B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk