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NOTICE OF MEETING

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HIGHWAYS, TRANSPORT AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL

will meet on

TUESDAY, 24TH JULY, 2018

At 6.30 pm

in the

COUNCIL CHAMBER - TOWN HALL, MAIDENHEAD

TO: MEMBERS OF THE HIGHWAYS, TRANSPORT AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL

COUNCILLORS HARI SHARMA (CHAIRMAN), EILEEN QUICK (VICE-CHAIRMAN), WISDOM DA COSTA, MAUREEN HUNT, JULIAN SHARPE AND SHAMSUL SHELIM

SUBSTITUTE MEMBERS

COUNCILLORS MOHAMMED ILYAS, GARY MUIR, DEREK SHARP, GEOFF HILL, WESLEY RICHARDS, JOHN STORY AND LYNDY YONG

Karen Shepherd – Service Lead, Democratic Services - Issued: 13 July 2018

Members of the Press and Public are welcome to attend Part I of this meeting. The agenda is available on the Council's web site at www.rbwm.gov.uk or contact the Panel Administrator **Wendy Binmore** 01628 796251

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AGENDA

PART I

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
1.	<u>APOLOGIES</u> To receive any apologies for absence.	
2.	<u>DECLARATIONS OF INTEREST</u> To receive any Declarations of Interest.	5 - 6
3.	<u>MINUTES</u> To confirm the Part I Minutes of the previous meeting.	7 - 12
4.	<u>PARKING VISITOR VOUCHERS</u> To receive the above report.	13 - 18
5.	<u>LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PUBLIC AND PRESS</u> To consider the following resolution:- "That under Section 100 (A)(4) of the Local Government Act 1972, the public can be excluded from the remainder of the meeting whilst discussion takes place on item 6 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 – 7 of Part I of Schedule 12A of the Act".	

PRIVATE MEETING - PART II

<u>ITEM</u>	<u>SUBJECT</u>	<u>PAGE NO</u>
i.	<u>MINUTES - PART II</u> To confirm the Part II Minutes of the previous meeting. <i>(Not for publication by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Governmet Act 1972)</i>	19 - 20

MEMBERS' GUIDE TO DECLARING INTERESTS IN MEETINGS

Disclosure at Meetings

If a Member has not disclosed an interest in their Register of Interests, they **must make** the declaration of interest at the beginning of the meeting, or as soon as they are aware that they have a DPI or Prejudicial Interest. If a Member has already disclosed the interest in their Register of Interests they are still required to disclose this in the meeting if it relates to the matter being discussed.

A member with a DPI or Prejudicial Interest **may make representations at the start of the item but must not take part in the discussion or vote at a meeting.** The speaking time allocated for Members to make representations is at the discretion of the Chairman of the meeting. In order to avoid any accusations of taking part in the discussion or vote, after speaking, Members should move away from the panel table to a public area or, if they wish, leave the room. If the interest declared has not been entered on to a Members' Register of Interests, they must notify the Monitoring Officer in writing within the next 28 days following the meeting.

Disclosable Pecuniary Interests (DPIs) (relating to the Member or their partner) include:

- Any employment, office, trade, profession or vocation carried on for profit or gain.
- Any payment or provision of any other financial benefit made in respect of any expenses occurred in carrying out member duties or election expenses.
- Any contract under which goods and services are to be provided/works to be executed which has not been fully discharged.
- Any beneficial interest in land within the area of the relevant authority.
- Any licence to occupy land in the area of the relevant authority for a month or longer.
- Any tenancy where the landlord is the relevant authority, and the tenant is a body in which the relevant person has a beneficial interest.
- Any beneficial interest in securities of a body where:
 - a) that body has a piece of business or land in the area of the relevant authority, and
 - b) either (i) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body **or** (ii) the total nominal value of the shares of any one class belonging to the relevant person exceeds one hundredth of the total issued share capital of that class.

Any Member who is unsure if their interest falls within any of the above legal definitions should seek advice from the Monitoring Officer in advance of the meeting.

A Member with a DPI should state in the meeting: ***'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations on the item: 'I declare a Disclosable Pecuniary Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Prejudicial Interests

Any interest which a reasonable, fair minded and informed member of the public would reasonably believe is so significant that it harms or impairs the Member's ability to judge the public interest in the item, i.e. a Member's decision making is influenced by their interest so that they are not able to impartially consider relevant issues.

A Member with a Prejudicial interest should state in the meeting: ***'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'***

Or, if making representations in the item: 'I declare a Prejudicial Interest in item x because xxx. As soon as we come to that item, I will make representations, then I will leave the room/ move to the public area for the entire duration of the discussion and not take part in the vote.'

Personal interests

Any other connection or association which a member of the public may reasonably think may influence a Member when making a decision on council matters.

Members with a Personal Interest should state at the meeting: ***'I wish to declare a Personal Interest in item x because xxx'. As this is a Personal Interest only, I will take part in the discussion and vote on the matter.***

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Agenda Item 3

HIGHWAYS, TRANSPORT AND ENVIRONMENT OVERVIEW AND SCRUTINY PANEL

THURSDAY, 21 JUNE 2018

PRESENT: Councillors Hari Sharma (Chairman), Eileen Quick (Vice-Chairman), Maureen Hunt and Shamsul Shelim

Also in attendance: Councillor David Evans

Officers: Wendy Binmore and Russell O'Keefe

ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Councillor Hari Sharma and Councillor Eileen Quick were elected Chairman and Vice-Chairman respectively, for the ensuing municipal year.

RESOLVED: That Councillor Hari Sharma be elected Chairman and Councillor Eileen Quick be elected Vice-Chairman, for the ensuing municipal year.

APOLOGIES

Apologies for absence were received from Councillors Wisdom Da Costa, Paul Lion and Julian Sharpe.

DECLARATIONS OF INTEREST

None.

MINUTES

RESOLVED UNANIMOUSLY: That the minutes of the meeting held on 17 May 2018 be approved with the following additional text:

Regarding the Cycling Action Plan, Councillor Hunt had mentioned bike racks being installed in two schools in Hurley and the Walthams but she was concerned regarding cyclists getting back and forth with few people cycling because of the difficulties of cycling in that area.

PERFORMANCE MANAGEMENT REPORT

Russell O'Keefe, Executive Director, presented the report to Panel and Members noted the following key points:

- The report set out the performance of the Council for 2017/18.
- The report set out how the Council has been doing against 25 key performance measures.
- The report was due to go to both Cabinet and Full Council.
- The covering report stated the key projects such as AfC, Optalis, the joint venture with Countryside, the Maidenhead Golf Club site, School Expansion Project etc.
- The annual reports were designed to be in a much more accessible format for Members, residents and businesses.

The Chairman stated he remembered the document being presented to Full Council in 2017 and the objective of the report was to improve the Council's services overall whilst looking to reduce costs with residents still receiving good services. The report also helped to eliminate any lack of transparency. The Chairman was pleased with the report and the improved performance on last year.

The Chairman stated in table one of page 18 of the agenda pack, the strategic priorities showed two green indicators and one amber. There was also one red indicator in the customer service category. The Executive Director stated page 30 of the appendix showed each measure. The red indicator was for all two year olds being offered a review but the take up was only 57% however, reviews were not mandatory. The service launched the programme to promote services and the focus was on health and wellbeing.

The Executive Director confirmed that the amber in customer services was for calls answered in 60 seconds, and there was a range of work ongoing to improve the customer service experience which would improve that measure.

Councillor Quick stated the report looks like the Council is beating itself up on a target that had not been met even though the measure for 2 year olds to attend a health review was optional. The Executive Director responded there was a range of promotions of the service being implemented and he would feed comments back to the team. The service was offered to all parents, but it was up to them to take up the offer.

Councillor Quick asked if there was a specific issue with customer service calls being answered within 60 seconds; the KPI was sat at 66.2%. the Executive Director stated there was a range of factors and things had improved. The Council provided a very extended service as a Council, the Royal Borough was the only Council to offer a seven day a week service. Other customer service contact centres were only open 4.5 days per week whereas, the Royal Borough provided a far reaching service. So, there were peaks of phone calls received during the week but, also a new telephone system had been installed which should improve things, but, it would take a while for those improvements to flow through.

The Chairman stated looking through the document, the Council had met a lot of its targets. Affordable homes had a green indicator and there was excellence in customer services. He queried what the methodology was for understanding resident's needs. The Executive Director stated there were a number of ways for residents to engage through consultations, meetings and face to face appointments with officers. Targets were challenging and one of the amber KPIs was for processing housing benefit claims. However, the report did not show the whole picture because the Borough was third overall in the whole country for processing housing benefit claims. The Council processed claims within 20 days so although the Borough was very good compared to the rest of the country, the KPI was amber due to the challenging targets set.

Councillor Hunt stated the Borough was very good at handling claims, she had helped residents with council tax claims and they had been dealt with very quickly. Her concern was when residents call up the customer service centre. When a resident called a Councillor, they were answered by the person they were trying to reach. But when they called the switchboard, it was not always a pleasant experience, and when they finally got through, they then have to be transferred. She felt the initial issue was that first contact being difficult for residents. The Chairman said the Council was doing excellent work and he felt a little more communication with residents would help. He added the Council needed to give residents examples of the work being carried out to improve things, and that could be added in bullet point format to the report next to the KPIs. The Chairman also suggested more press releases of the improvements being made should be issued.

Councillor Shelim stated there should be two areas added to improve the customer service experience, the first was when residents called the switchboard, they should be able to choose which department they get put through to straight away. The other was to add national

comparative statistics to the report so residents could see how well the Council was doing as the targets set were very tough. The Executive Director confirmed the targets were discussed at the Senior Management Team meeting to add the national statistics as other Local Authorities would love to have statistics like the Royal Borough's.

Councillor Hunt said there were a lot of consultations carried out and a lot of those were done online. However, a lot of residents did not use the Council website so it was a missed opportunity to engage with residents and get their views which would not be counted during consultations. She added that Around the Royal Borough publication was distributed to all residents but deadlines did not often meet up with consultations. Consultations should be geared up to work with the Around the Royal Borough publications deadline and distribution. Councillor Shelim suggested installing display screens in the Towns so that all the information could be displayed which would help engage local residents.

The Chairman stated the Borough was providing 38% affordable homes in just one scheme and reducing rates for some businesses so, evidence of that could be provided to residents to show how the Council had met its targets. The report could also show how the Borough was working towards its targets. He added he wanted to show that the Council was doing better than the national average plus, evidence of what had been done since last year.

RESOLVED UNANIMOUSLY: That Members endorsed the recommendations and requested that national comparable statistics be added to the report showing that the Borough is doing well nationally in comparison to other Local Authorities, and also for the report to show evidence of what work had been done since 2017 in bullet point format.

VICUS WAY CAR PARK

Councillor D. Evans introduced the report to Members and stated that with their support, the Council would be able to provide a new car park in Maidenhead by 202. He added the car park was a central piece in a jigsaw to deliver more parking in the Town Centre of Maidenhead as promised.

The site was occupied by businesses which vacated at the end of 2017 so it was now part of the plan for parking in Maidenhead. Last year, a paper came to Panel asking for a budget of £12m to provide mainly temporary car parking in Maidenhead. The proposals within the report were better as it would mean a reduction in temporary parking and the £8m that was originally earmarked for temporary parking could now be put towards permanent parking with some additional funding being received from the LEP. The funding would not only pay for permanent parking but, would also see 60 temporary spaces being made at Clyde House while the permanent car park was being built.

Councillor D. Evans stated he expected work to begin in the last quarter of 2018 and for the car park to be completed by January 2020. A planning application would be submitted for Broadway car park which would follow the completion of Vicus Way car park. Broadway car park and Vicus Way car park would give the Borough substantially more parking in the centre of Maidenhead. Councillor D. Evans said he had ensured at no point would there be a reduction in parking during the redevelopment of Maidenhead and the proposals in the report made sure that happened.

The Chairman stated he was involved in the discussions on temporary parking in the Town. The Panel was critical of those proposals so the new proposals were welcomed, it was a much better solution. Councillor D. Evans responded the original proposals contained a lot of temporary parking as the site had not been available at Vicus Way. Officers had worked very hard to obtain the site.

The Chairman stated having parking for a wider transport strategy was a good plan. Greater accessibility would generate income for businesses so it was a great investment for the

Borough. The Borough had a transport strategy and he felt the Borough had a good balance between public transport and cars. He did however, query the size of the parking spaces as to why they were quite large. The Executive Director responded the spaces contractors had opted for were generous as they were more attractive for people to use. In response to questions as to why ANPR cameras were not being used, the Executive Director stated the market advice was that they were not a sensible route to go down.

Councillor Quick stated there had been mention of a busy car park in Windsor being expanded. Councillor D. Evans stated that was still going ahead at the River Street car park. Councillor Hunt commented the proposals were really great and she was pleased at not having the huge expenditure on temporary parking. She added that the Vicus Way car park was not a Town Centre location, it was quite a way out of the Town Centre and there would be parents with buggies that would have to walk quite a way to get into town. Therefore, it should be listed as a Town car park but not a Town Centre car park. The Executive Director stated the Council saw the car park as fulfilling the needs of businesses and commuters. He added he would take Councillor Hunt's comments on board and would look at the phrasing.

Councillor D. Evans confirmed the Broadway car park was not being demolished until after the Vicus Way car park had opened. People would need to be moved out of the Hindes Meadow car park and would need to use either Vicus Way or some temporary parking at the Landing site where parents and disabled people could be given priority to park. An event had been held to engage with local residents and businesses about the plans for parking and overall, people were very supportive of the proposals.

Councillor Hunt queried if the project contingency was the full contingency for the whole project. The Executive Director stated there were no highways works risks for the project. There were lots of amber risks because the application had not gone through the planning process yet. He added that the budget was 75% market tested so it was a very robust budget. The £250k contingency budget covered everything but, if there were some highways works required, they would come from a different budget. In terms of unforeseen underground conditions, the site had been cleared to make a temporary car park already, therefore, it was unlikely anything unforeseen would be found. The Chairman stated he had found the risk register very helpful and he was very impressed with the work that had been carried out by officers with great transparency. Councillor D. Evans stated a governance arrangements structure chart had also been included in the report and he commended the Executive Director and officers for including the governance structure to ensure robust checks and balances were in place as the risk register was a moving document. Councillor Quick stated it might be helpful to add a legend to decipher the acronyms within the report. The Executive Director confirmed he would look at that.

Members endorsed the recommendations and requested the following amendment: that the report amend the phrasing that the car park is a town car park and not a town centre car park.

RESOLVED UNANIMOUSLY: That Members endorsed the recommendations and requested the following amendment: that the report amend the phrasing that the car park is a Town car park and not a Town Centre car park.

WORK PROGRAMME

Members of the Panel noted the details of the Work Programme.

LOCAL GOVERNMENT ACT 1972 - EXCLUSION OF THE PRESS AND PUBLIC

To consider the following resolution:-

“That under Section 100 (A)(4) of the Local Government Act 1972, the public can be excluded from the remainder of the meeting whilst discussion takes place on item 9 on the grounds that it involves the likely disclosure of exempt information as defined in Paragraph 1 – 7 of Part I of Schedule 12A of the act”.

The meeting, which began at 5.00pm, finished at 6.30pm

CHAIRMAN.....

DATE.....

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Report Title:	Parking Voucher Schemes
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Cllr Grey – Lead Member for Environmental Services (including Parking and Flooding) Cllr S Rayner – Lead Member for Culture and Communities (including Resident and Business Services)
Meeting and Date:	Cabinet - 26 July 2018
Responsible Officer(s):	Andy Jeffs, Executive Director Jacqui Hurd, Head of Library and Resident Services
Wards affected:	All

REPORT SUMMARY

1. In response to requests from residents, the borough has implemented 98 resident parking schemes, and this number is projected to increase by around 10 each year.
2. The purpose of the schemes is to protect limited parking opportunities and ease congestion for local residents and their visitors in areas that face challenges.
3. Currently each household receives 25x2 hour free permits. In addition they can purchase 50 x 6 hours and 50 x all day vouchers. In 2017/18 99,045 vouchers were issued.
4. This paper proposes a number of changes to the current residential parking voucher schemes to enhance to improve it and to further protect parking spaces for residents and their visitors.

1 DETAILS OF RECOMMENDATION(S)

RECOMMENDATION: That Cabinet notes the report and:

- i) **Agrees to keep the number of annual free visiting vouchers at 25 x 2 hours.**
- ii) **Changes the annual allowance of additional paid for visiting vouchers to 25 x 6 hours and 25 x all day, from 1 August 2018.**
- iii) **Changes the minimum order number of paid for vouchers to ten and then in multiples of five within the same order, and introduces a 12 month expiry date on each paper voucher with a no refund policy on any unused vouchers, from 1 August 2018.**
- iv) **Agrees to the implementation of virtual visitor vouchers, from 1 October 2018, for those who wish to do this on-line.**
- v) **Agrees that all current unused, undated visitor vouchers will expire on 31 March 2020, allowing time for proactive communication to make residents in parking zones aware of this.**
- vi) **Agrees to extend the current resident parking permits scheme period from 1-year to 2-years, from 1 August 2018.**

2 REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

Parking Visitor Vouchers

- 2.1 The Royal Borough of Windsor and Maidenhead now has 98 resident parking schemes. The purpose of the schemes is to protect limited parking opportunities and ease congestion for local residents and their visitors in areas that face particular challenges.
- 2.2 Households in general are allowed a maximum of two free parking permits depending on the amount of vehicles that can park on their driveway, however not every household will necessarily have a permit as they may have a large drive, not have a car, or be able to drive. There are 4,831 live residents' permits, there is no charge for these permits and they are valid for 12 months from the date of issue.
- 2.3 Each household, regardless if they have any parking permits, is entitled to apply annually for 25 x 2 hour free visitor vouchers. The vouchers are a type of scratch card where the date and time is scratched off, the vehicle registration must be annotated, and the card displayed in the vehicle. Once used the card is disposed of. There is no expiry date and any unused vouchers can be carried forward year-on-year. In addition to the free allocation households can purchase extra annual visitor vouchers of up to 50 x 6 hours at £1 per voucher, and up to 50 x all day at £2 per voucher.
- 2.4 There are five permits to an A4 page that are printed on. There is not a minimum number of vouchers set that can be purchased therefore households can, and do order just one or two at a time if desired, this means that the remaining three permits are invalid and disposed of securely as they cannot be reused through the printer as it is no longer on an A4 sheet.
- 2.5 There has been an increase year on year in the number of vouchers issued, likely linked to the increase in the number of parking schemes. Table 1 shows the volumes issued for the last three financial years:

Table 1 – number of parking visitor vouchers issued

Financial year	Number of visitor vouchers issued	Parking schemes
2017/18	99,045	98
2016/17	83,915	88
2015/16	68,889	72 (24 were introduced in 2015/16 with 48) already being in place)

- 2.6 With no expiry date on the visitor vouchers residents can legitimately accumulate any unused vouchers year on year. In addition a resident could give away, sell, or use them even if they move away part way through the year.
- 2.7 When applications are received from new residents there is some evidence that the outgoing residents had bought their annual allowance just before the move, presumably knowing they are moving, but not advising the Royal Borough. Consequently, this means that double the household allowance is issued, with no means of cancelling the remaining outgoing residents many vouchers.

2.8 Comparison has been undertaken with 28 local authorities, see Table 2.

Table 2 – Local authorities contacted

Basingstoke and Dean	Reading	Wandsworth
Bath	Royal Borough of Kingston upon Thames	West Berkshire
Bracknell Forest	Runnymede	West Oxfordshire
Bristol	Slough	Westminster
Ealing	South Buckinghamshire	Winchester City Council
East Hampshire	South Oxfordshire	Wokingham Borough Council
Guildford Borough	Surrey Heath	Wycombe District Council
Hillingdon	Sutton	York
Oxfordshire County Council	Tower Hamlets	
Portsmouth	Waltham Forest	

2.9 Five (18%) did not have any residential parking schemes. Of the remaining 23 no two schemes are the same. Only four (17%) issue a free annual allowance with the option to purchase extra: Bristol, Oxfordshire County Council, Reading and Sutton. The visitor voucher parking allowances range from 1, 2, 4, 6, 12 and 24 hours. Table 3 details the difference in offering for each local authority.

Table 3 – Local authorities free visitor voucher comparison

Local Authority	Number of free vouchers	Length of time per voucher	Total hours free
Bristol	50	24 hours	1,200 hours
Oxfordshire County Council	25	24 hours	600 hours
Reading	40	12 hours	480 hours
Sutton	50	1 hour	50 hours
Royal Borough of Windsor and Maidenhead	25	2 hours	50 hours

2.10 Nine (32%) have expiry dates on vouchers, in the main twelve months from the date of purchase. Some schemes have restrictions on how many, and how frequently vouchers can be purchased, such as a lower amount every six months.

2.11 18 (64%) have a no refund policy on any unused or expired vouchers, with five (18%) asking for any unused vouchers to be returned and cancelled upon moving out, Bath, Bracknell Forest, Reading, Royal Borough of Kingston upon Thames and York.

2.12 As technology changes, more local authorities are moving to an online ‘virtual’ parking permit and voucher solution. This means there is an online account where visitor vouchers are purchased, as needed, and the usage details of date, activation time and car registration are entered in advance, or at the time of the visitor starting to park. The virtual permit allows residents to buy as needed up to their allowance, the unused numbers are known with it being much easier to cancel and prevent possible misuse.

2.13 From the 28 local authorities contacted three (11%) offered visitor vouchers virtually only, five (18%) both virtually and paper, with 20 (71%) still using paper or books only. The Royal Borough currently uses paper only, but as part of the recent parking

enforcement contract with NSL Ltd, the software is being upgraded, providing the council with the ability to offer online 'virtual' parking permits and vouchers.

Resident Parking Permits

- 2.14 Resident Parking permits are currently issued for 12 months from the date of issue. In 2017/18, 6,430 resident parking permits were renewed.
- 2.15 It is recommended that the renewal period move from an annual period to bi-annual, so that the cost to administer, including processing and postage, is halved and residents only have to renew every other year.
- 2.16 The staff time efficiency gained will allow parking appeals and blue badge applications to be processed quicker.

3 KEY IMPLICATIONS

- 3.1 Table 4 contains the key implications.

Table 4: Key implications

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
Changes to the purchasable visitor voucher scheme implemented.	After 01/08/18	On 01/08/18	N/A	N/A	01/08/18
Virtual visitor vouchers available.	01/11/18	01/10/18	15/09/18	01/09/18	01/10/18

4 FINANCIAL DETAILS / VALUE FOR MONEY

- 4.1 There may be a small reduction in administration costs in processing the parking visitor vouchers, but this will be offset by a small reduction in income from the purchase of vouchers.

5 LEGAL IMPLICATIONS

- 5.1 There are no legal implications.

6 RISK MANAGEMENT

None.

7 POTENTIAL IMPACTS

None.

8 CONSULTATION

None.

9 TIMETABLE FOR IMPLEMENTATION

9.1 The stages and deadlines for implementing the recommendations are in Table 5.

Table 5: Implementation timetable

Date	Details
26/06/18	Cabinet approval
01/08/18	Changes to numbers of purchasable visitor vouchers implemented
01/10/18	Virtual visitor vouchers available

10 APPENDICES

None.

11 BACKGROUND DOCUMENTS

None.

12 CONSULTATION (MANDATORY)

Name of consultee	Post held	Date issued for comment	Date returned with comments
Cllr Grey	Lead Member for Environmental Services (including Parking and Flooding)	28/06/18	
Cllr S Rayner	Lead Member for Culture and Communities (including Resident and Business Services)	28/06/18	
Alison Alexander	Managing Director	27/06/18	27/06/18
Russell O'Keefe	Executive Director	27/06/18	
Rob Stubbs	Section 151 Officer	27/06/18	
Nikki Craig	Head of HR and Corporate Projects	27/06/18	27/06/18
Louisa Dean	Communications	27/06/18	

REPORT HISTORY

Decision type: Non-key decision	Urgency item? No	To Follow item? No
Report Author: Andy Jeffs, Executive Director, 01628 79 6527		

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Agenda Item 6

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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