

Finance and Audit Scrutiny Panel

Council Chamber, Town Hall
7 September 2010 at 6.00pm

The Finance and Audit Scrutiny Panel deals with the review of service areas and associated budgets, and monitors the financial performance of the Council. The panel scrutinises the Council's audit arrangements and risk management arrangements, including the annual audit letter and audit plans, and Portfolio Holder 'Service' decisions reviewed under the Call in procedure.

Information for Members of the Public

Access to information and meetings

You have the right to attend all meetings of the Council, its Committees and Cabinet. You also have the right to see the agenda, which is usually published 5 working days before the meeting, and minutes once they are published. Dates of the meetings are available at www.colchester.gov.uk or from Democratic Services.

Have Your Say!

The Council values contributions from members of the public. Under the Council's Have Your Say! policy you can ask questions or express a view to meetings, with the exception of Standards Committee meetings. If you wish to speak at a meeting or wish to find out more, please pick up the leaflet called "Have Your Say" at Council offices and at www.colchester.gov.uk

Private Sessions

Occasionally meetings will need to discuss issues in private. This can only happen on a limited range of issues, which are set by law. When a committee does so, you will be asked to leave the meeting.

Mobile phones, pagers, cameras, audio recorders

Please ensure that all mobile phones and pagers are turned off before the meeting begins and note that photography or audio recording is not permitted.

Access

There is wheelchair access to the Town Hall from St Runwald Street. There is an induction loop in all the meeting rooms. If you need help with reading or understanding this document please take it to Angel Court Council offices, High Street, Colchester or telephone (01206) 282222 or textphone 18001 followed by the full number that you wish to call and we will try to provide a reading service, translation or other formats you may need.

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www.colchester.gov.uk

Terms of Reference

Finance and Audit Scrutiny Panel

- To review all existing service plans and associated budget provisions against options for alternative levels of service provision and the corporate policies of the Council, and make recommendations to the Cabinet
- To have an overview of the Council's internal and external audit arrangements and risk management arrangements, in particular with regard to the annual audit plan, the audit work programme and progress reports, and to make recommendations to the Cabinet
- To monitor the financial performance of the Council, and to make recommendations to the Cabinet in relation to financial outturns, revenue and capital expenditure monitors
- To scrutinise the Audit Commission's annual audit letter
- To scrutinise executive 'service' decisions made by Portfolio Holders and officers taking key decisions which have been made but not implemented referred to the Panel through the call-in procedure

The panel may a) confirm the decision, which may then be implemented immediately, b) refer the decision back to the decision taker for further consideration setting out in writing the nature of its concerns, or c) refer the matter to full Council in the event that the Panel considers the decision to be contrary to the Policy Framework of the Council or contrary to, or not wholly in accordance with the Budget.

**COLCHESTER BOROUGH COUNCIL
FINANCE AND AUDIT SCRUTINY PANEL
7 September 2010 at 6:00pm**

Members

Chairman : Councillor Dennis Willetts.
Deputy Chairman : Councillor Christopher Arnold.
Councillors Jon Manning, Kim Naish, Gerard Oxford,
Nick Cope, Scott Greenhill, Sue Lissimore, Colin Mudie and
Colin Sykes.

Substitute Members : All members of the Council who are not Cabinet members or members of this Panel.

Agenda - Part A

(open to the public including the media)

Members of the public may wish to note that Agenda items 1 to 5 are normally brief and items 6 to 9 are standard items for which there may be no business to consider.

Pages

1. Welcome and Announcements

(a) The Chairman to welcome members of the public and Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched off or to silent;
- location of toilets;
- introduction of members of the meeting.

2. Substitutions

Members may arrange for a substitute councillor to attend a meeting on their behalf, subject to prior notice being given. The attendance of substitute councillors must be recorded.

3. Urgent Items

To announce any items not on the agenda which the Chairman has agreed to consider because they are urgent and to give reasons for the urgency.

4. Declarations of Interest

The Chairman to invite Councillors to declare individually any personal interests they may have in the items on the agenda.

If the personal interest arises because of a Councillor's membership of or position of control or management on:

- any body to which the Councillor has been appointed or nominated by the Council; or
- another public body

then the interest need only be declared if the Councillor intends to speak on that item.

If a Councillor declares a personal interest they must also consider whether they have a prejudicial interest. If they have a prejudicial interest they must leave the room for that item.

If a Councillor wishes to make representations on an item on which they have a prejudicial interest they may do so if members of the public are allowed to make representations. In such circumstances a Councillor must leave the room immediately once they have finished speaking.

An interest is considered to be prejudicial if a member of the public with knowledge of the relevant facts would reasonably regard it as so significant that it is likely to prejudice the Councillor's judgement of the public interest.

Councillors should consult paragraph 7 of the Meetings General Procedure Rules for further guidance.

5. Have Your Say!

(a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

6. Referred items under the Call in Procedure

1 - 12

To consider the decision "COM-006-10/STS-001-10 High Woods Country Park - Car Park charging proposals" taken jointly by Councillor Dopson, Portfolio Holder for Communities and Councillor Hunt, Portfolio Holder for Street Services and Waste.

The report and reasons for the call in are attached for information.

The panel may a) confirm the decision, which may then be implemented immediately, b) confirm the decision back to the decision taker for further consideration setting out in writing the nature of its concerns, or c) refer the matter to full Council in the event that the panel considers the decision to be contrary to the Policy Framework of the Council or contrary to, or not wholly in accordance with the Budget.

7. Decisions taken under special urgency provisions

To consider any Portfolio Holder decisions taken under the special urgency provisions.

8. Exclusion of the public

In accordance with Section 100A(4) of the Local Government Act 1972 and in accordance with The Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

COLCHESTER BOROUGH COUNCIL

RECORD OF DECISIONS TAKEN UNDER DELEGATED POWERS

Explanatory Note

The Council has established Delegation Schemes by which certain decisions may be made by the relevant cabinet member or specific officers.

Such decisions are subject to review under the Call-in Procedure. From the date the notice of the decision made is published there are five working days during which any five Councillors may sign a request for the decision to be reviewed and deliver it to the Proper Officer. If, at the end of the period, no request has been made, the decision may be implemented. If a valid request has been made, the matter will be referred to either the Finance and Audit Scrutiny Panel if the Type of Decision is Service, or the Strategic Overview and Scrutiny Panel if the Type of Decision is Strategic/Corporate.

For decisions which are deemed to be Key Decisions:

- details of the matter must be included in the Forward Plan and 14 days must elapse between publication of the Forward Plan and the decision being made;
- any related report (excluding confidential ones) must have been made available to the public two weeks before implementation.

Part A – To be completed by the appropriate Cabinet Member/Officer

Title of Report

High Woods Country Park – Car park charging proposals

Delegated Power

Delegation to the Portfolio Holder for Communities
--

To procure the specified service in the provision, implementation, maintenance and management of:-
--

Sports and leisure facilities, parks and gardens, allotments, playing fields, beach facilities, public open spaces, amenity areas and country parks.
--

Delegation to the Portfolio Holder for
--

Street and Waste Services and Deputy Leader of the Council
--

To procure the specified service in the provision, implementation, maintenance and management of:-
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1. Operational Car parking.

2. To exercise the functions delegated to the Parking Partnership Joint Committee on behalf of the Cabinet.

Decision Taken

To agree to the introduction of car park charging at High Woods Country Park at the Visitor Centre at Turner Road only.

To agree to the charges set out in Option 2 of the report effective until 31 March 2011.

To agree to the annual review of parking charges

Key Decision

No

Forward Plan

N/A

Reasons for the Decision

High Woods Country Park - the Council's largest open space and multiple Green Flag Award winner – is a site of Borough-wide importance. Its facilities include a car park at the Turner Road entrance adjacent to the Country Park Visitor Centre. There is a smaller less visited car park at Chanterelle on the east side of the Country Park. At present the car parks are provided for users of the Country Park only. However, there has been a trend, which is increasing, for staff and visitors from local workplaces and health facilities to use the Turner Road car park, especially Monday to Friday. Staff at the Country Park do not have sufficient time to monitor and restrict use to Country Park visitors only.

The Country Park has a large surrounding catchment area and is accessible by public transport – a regular bus service runs along Turner Road – on foot and by bike.

The High Woods Country Park Management Plan 2010 – 2015 approved by the Portfolio Holder earlier this year required Officers to investigate and consult on the possible introduction of car parking charges, and its impact on income and visitor numbers.

This investigation has been completed and it is considered - that in line with other country parks operated by Essex - it is not unreasonable to charge drivers for use of the Turner Road car park. The Council is seeking to generate additional income and income received will assist the overall budget position of the Council.

As implementation would not be until September 2010 at the earliest subject to the progress of the Parking Order, the proposed parking charges will be valid until 31 December 2011. Parking fees and charges are usually considered between October-December for implementation in January.

Alternative Options

There is an option to continue to offer free parking at High Woods Country Park. This will not contribute to the budget pressures being faced by the Council. In addition, there is

restricted parking for staff and visitors at the Primary Care Trust on Turner Road, and charging for parking at Colchester Hospital. Staff and visitors from the PCT and hospital are using the Country Park car without any financial benefit to the Council. Potentially, the demand for this facility will exceed its capacity if free parking continues.

Conflict of Interest

There are no conflicts of interest

Type of Decision

Service

Dispensation

N/A

Authorisation by Communities Portfolio Holder

Signature____Councillor Tina Dopson_____

Designation ____Portfolio Holder for Communities_____

Date _____20/8/2010_____

(NB For Key Decisions the report must be made available to the public for five clear days prior to the period for call-in commencing.

Authorisation by Street and Waste Services Portfolio Holder

Signature____Councillor Martin Hunt_____

Designation ____Portfolio Holder Street and Waste Services_____

Date _____18/8/2010_____

(NB For Key Decisions the report must be made available to the public for five clear days prior to the period for call-in commencing.

Part B – To be completed by the Proper Officer (Democratic Services)

Call-in Procedure

Date Decision Notice published on The Hub, Website and placed in Members' Room and Customer Service Centre

_____24 August 2010_____

Date by which request for reference must be made to the Finance and Audit Scrutiny Panel if the Type of Decision is Service or the Strategic Overview and Scrutiny Panel if the Type of Decision is Strategic/Corporate

5pm _____ 1 September 2010 _____

Signed _____ Diane Harrison _____

Proper Officer

Reference Number

_____ COM-006-10/STS-001-10 _____

Implementation Date

Date decision can be implemented if no request (Call-in) for the decision to be reviewed has been made

After 5pm _____ 1 September 2010 _____



CONSULTATION WITH PORTFOLIO HOLDERS FOR COMMUNITIES AND STREET AND WASTE SERVICES

Item

August 2010

Report of	Head of Life Opportunities & Head of Street Services	Author	Bob Penny ☎ 282903 Richard Walker ☎ 282708
Title	High Woods Country Park – car park charging proposals		
Wards affected	High Woods, Mile End		

This report proposes the introduction of car parking charges at the High Woods Country Park car park off Turner Road.

1. Decision Required

To agree to the introduction of car park charging at High Woods Country Park at the Visitor Centre at Turner Road only.

To agree the charges set out in Option 2 of the report effective until 31 March 2011.

To agree the annual review of parking charges

2. Reasons for Decision(s)

- 2.1 High Woods Country Park - the Council's largest open space and multiple Green Flag Award winner – is a site of Borough-wide importance. Its facilities include a car park at the Turner Road entrance adjacent to the Country Park Visitor Centre. There is a smaller less visited car park at Chanterelle on the east side of the Country Park. At present the car parks are provided for users of the Country Park only. However, there has been a trend, which is increasing, for staff and visitors from local workplaces and health facilities to use the Turner Road car park, especially Monday to Friday. Staff at the Country Park do not have sufficient time to monitor and restrict use to Country Park visitors only.

The Country Park has a large surrounding catchment area and is accessible by public transport – a regular bus service runs along Turner Road – on foot and by bike.

The High Woods Country Park Management Plan 2010 – 2015 approved by the Portfolio Holder earlier this year required Officers to investigate and consult on the possible introduction of car parking charges, and its impact on income and visitor numbers.

This investigation has been completed and it is considered - that in line with other country parks operated by Essex - it is not unreasonable to charge drivers for use of the Turner Road car park. The Council is seeking to generate additional income and income received will assist the overall budget position of the Council.

As implementation would not be until September 2010 at the earliest subject to the progress of the Parking Order, the proposed parking charges will be valid until 31 December 2011. Parking fees and charges are usually considered between October-December for implementation in January.

3. Alternative Options

- 3.1 There is an option to continue to offer free parking at High Woods Country Park. This will not contribute to the budget pressures being faced by the Council. In addition, there is restricted parking for staff and visitors at the Primary Care Trust, and charging for parking at Colchester Hospital. Staff and visitors from the PCT and hospital are using the Country Park car park without any financial benefit to the Council. Potentially the demand for this facility will exceed its capacity if free parking continues.

4. Supporting information

- 4.1 There is no precise data on the numbers of vehicles using the Turner Road car park; estimates based on overall numbers of visitors to the Country Park are felt to be misleading. A conservative figure of an average 50 car park users per day has been used for the purposes of this report.
- 4.2 It is known that a very large majority of visitors visit the Country Park for less than 2 hours. This tends to be for the purposes of informal recreation. A significant number of health activities and events take place in the Country Park, either organised directly by Country Park staff or health agencies. Many organisations, groups and clubs, as well individual visitors engaged in specific recreational activities, regularly use the car park. These include groups and individuals that are, either, already charged for their use of the Country Park (e.g. anglers, schools) or who volunteer their time to assist in looking after the site (e.g. volunteers from the Colchester Countryside Volunteer Ranger service)
- 4.3 Due to the previous dilapidated condition of the Turner Road car park it has recently been re-designed, re-surfaced and enlarged. Car parking bays and a coach parking area have been delineated to make more effective use of the space, and the car park now contains approximately 80 spaces. Work was completed by Easter 2010.
- 4.4 Due to the financial pressures being experienced by the Council there is a need to consider opportunities for income generation. Car parking at High Woods Country Park has been available at no cost since the opening at High Woods Country Park in 1987. Since that time opinion regarding vehicle use and the range of alternative options has changed. Improved public transport is offered through the frequent bus service to the hospital and new cycle routes have opened up access to the Country Park.
- 4.5 Charging at country park car parks is not a new approach. Essex County Council introduced charging at its country parks several years ago and nowadays the system includes a flat charge of £2.00 that makes no distinction between long and short stays, and there is a season permit of £60.00 for regulars.
- 4.6 The Council's Parking Services would establish the Turner Road car park as a pay-and-display facility, and carry out the day-to-day operational and enforcement role

in the car park. They would levy a management fee from the total income generated.

5. Proposals

5.1 It is proposed to introduce car parking charging at the Turner Road car park and three options are set out below. Potential income generation from parking fees is an estimation as actual numbers are impossible to predict. There will be resistance by some visitors to the introduction of parking charges and the total numbers of cars using the Turner Road car park may reduce as users decide to visit elsewhere, to make alternative parking arrangements or to travel by other means. On this basis a daily average of 50 cars throughout the year is being used as the basis of calculation.

5.1.1 Option 1 A standard low fee.

capacity	cars	turnover	usage	stay	price	days	weeks	yield
50	50	1	50	flat fee	0.5	7	52	9100
	<u>50</u>		<u>50</u>					<u>9100</u>

5.1.2 Option 2 A variable rate depending on the duration of stay.

capacity	cars	turnover	usage	stay	price	days	weeks	yield
50	2	1	2	>4	4	7	52	2912
	8	1	8	4	2	7	52	5824
	40	1	40	2	0.5	7	52	7280
	<u>50</u>		<u>50</u>					<u>16016</u>

5.1.3 Option 3 A flat rate.

capacity	cars	turnover	usage	stay	price	days	weeks	yield
50	50	1	50	all day	2	7	52	36400
	<u>50</u>		<u>50</u>					<u>36400</u>

5.2 There are benefits and disadvantages of each option.

- Standard low fees may encourage take up but will not maximise income.
- Standard low fees will provide limited management information regarding user activity which would assist in more effective pricing in future reviews.
- Variable rates provide management information and offer the customer greater choice.
- Variable rates have the potential for additional income.

- Variable rates are comparable with adjacent car parking facilities and therefore parking by those who are not using the Country Park is less likely.
- A flat rate has the potential for maximising income.
- A flat rate is lower than the charges at adjacent car parking facilities and therefore parking by those who are not using the Country Park is more likely.

- 5.3 In recognition of the profile of car parking use, it is considered that a flat rate would be an excessive cost for the majority of visitors who use the Turner Road car park for periods of less than 2 hours. It is also recognised that although the car park is currently provided for users of the Country Park use by Primary Care Trust and hospital staff, hospital visitors and commuters will continue in increasing numbers if parking charges are significantly less than the hospital and station parking charges. The current tariff at the hospital is £3.00 for upto 2 hours, £4.00 for upto 4 hours and £5.00 for over 4 hours. As a consequence it is proposed to consider allowing use by visitors who are not parking with the sole intention of visiting the Country Park.
- 5.5 Option 2 offering a variable tariff with the first 2 hours parking for 50p provides useful management information and is considered to be a reasonable fee compared with the other parking facilities nearby.
- 5.6 As the principle purpose of the car park is for the users of High Woods Country Park, long stay parking is to be discouraged as it is felt that this would monopolise the car park leaving inadequate space for the majority of park users who park their vehicles for periods of less than 2 hours. It is therefore considered that season tickets for long stay users would not be appropriate. It is recognised that the majority of users as well as staying for less than 2 hours are also regular users (often dog walkers) and therefore the cumulative cost of short stay car parking could be prohibitive. To address this point, season tickets may be an option. The current arrangement for season ticket holders is to purchase a “tax disc style” permit which is displayed on the vehicle. As no parking ticket is purchased, there is no management information regarding when the ticket was purchased and it would be impossible to monitor the use of the season tickets regarding vehicle arrival and departure times if the season ticket was to be available for short stay users only.
- 5.7 Future developments may enable smarter technology to be used so that visitors holding a season ticket for short term parking can purchase a parking ticket at a discounted rate. This would enable a ticket to be displayed in the car, provide management information about the use of the car park and provide evidence of time of commencing car park use for enforcement purposes. Until more information is gathered regarding the impact of introducing parking charges and the availability of ticket machine development, the impact of season permits on income is hard to assess. However, it is estimated that total income could reduce by around £2,000 per year. It is recommended that the introduction of season permits is considered when the charges are next reviewed and there is greater understanding of income generated.
- 5.8 Throughout the year the maintenance and patrolling of High Woods Country Park is enhanced by the support of Colchester Countryside Volunteer Ranger service (CCVR). This has been a successful way of engaging with the public and gaining volunteer help to support a range of activities in the park such as patrolling, litter collection, maintenance and providing information and support to park visitors. The

support given by CCVR is vital to the management of the Country Park. The cost calculations described above do not take account of attendance by unpaid volunteers which equates to approx 3 car visits per day. It is recommended that CCVR volunteers be given an exemption to the parking charges in recognition of the free help and therefore savings that they provide to the Council. It is known that the implementation of car park charges would deter some volunteers from continuing to offer their support.

- 5.9 It is also recommended that students attending the Country Park for educational sessions led by Country Park staff and anglers holding season permits and day tickets to use the site's fishing lake be given an exemption to any parking charges.
- 5.10 It is proposed that there would be no charge for motorcycles and minibuses would be charged as other cars on the basis that a mini bus utilises a single car parking space. Coaches would be charged a specific rate but those associated with pre arranged educational would not be charged although most school related coach visits result in the coach dropping off students rather than staying for the duration of their booking.
- 5.11 It is recognised that the use of the Turner Road car park has an impact on the number of people attending the Country Park Visitor Centre. A reduction in the number of visitors using the car park is expected to lead to less secondary spend at the Visitor Centre and an associated pressure on the £15,000 Country Park income target from sales.
- 5.12 The cost of providing the ticket equipment and site management including cash handling would be covered by the Parking Services management fee. Ticket machines would be emptied regularly to remove the potential of theft from the ticket machines and associated cost of repair.
- 5.13 It is proposed that income raised from car park charges is re-invested in the Country Park to deliver the new income target and maintain and develop its services, facilities and attractions. Income raised as a result of enforcement action following non-payment of a charge will provide an additional income stream within Parking Services.

6. Strategic Plan references

- 6.1 There are no direct Strategic Plan references.

7. Consultation

- 7.1 There has been no public consultation on the specific proposal to introduce car parking charges to High Woods Country Park though the intention to investigate and consult on the possible introduction of car parking charges, and its impact on income and visitor numbers was set out in the Country Park Management Plan 2010 - 2015.

8. Publicity Considerations

- 8.1 It can be anticipated that a proposal to charge for facilities that have been previously offered freely will not receive public support. The approach to have charges based on duration of stay rather than a flat fee recognises the different usage patterns at the Country Park visitors and keeps the short stay parking to a

minimal charge. Alternative parking at Chanterelle will be offered at no charge although the cost of travelling to Chanterelle car park and its less convenient location may make short stay users reflect that the parking charge is not unreasonable.

9. Financial implications

9.1 The estimated income from car park charging is set out above. The standard low fee option is estimated to generate £9,100 per full year. The variable rate option is estimated to generate £16,016 per full year. The flat rate option is estimated to generate £36,400. It is considered that the seasonal variation of car park usage equates to 70% usage April – Sept and 30% Oct – March.

9.2 Income of £10,000 from car parking has been included in the 2010/11 High Woods Country Park budget. The longer that implementation is delayed the greater will be the pressure on the budget. If the car park charges were to be introduced from September 2010, the in-year income would be as set out below

9.2.1 £2,730 for the standard low fee option 1

9.2.2 £4,804 for the variable rate option 2

9.2.3 £10,929 for the flat rate option 3

9.3 As described in 5.11 it is anticipated that a reduction in the number of car park users and visitors to the park will have an impact on the income taken through the Visitor Centre. Whilst the impact cannot be accurately determined at this stage a 10% reduction in takings would create a £1,500 budget pressure.

9.4 The cost of supplying the ticket machines would be approximately £6,000 (costing up to £3,000 each, sited and connected, and there would need to be two provided), and would be found from the Parking Services trading account. The annual management fee which would cover the cost of machine maintenance, parking enforcement and cash collection would be £2,250 for a full year. It is expected that an additional amount would be charged for processing the coin to bank, and this is estimated to be £520 p.a. There will be a once-only set-up cost of £800 for advertising the fees and charges by revising the Parking Order, unless it was possible to link this with other changes.

A financial plan showing proposed expenditure and income expected from each of the options for a full year is shown in the table below:

	Option 1 Standard low charge Forecast	Option 2 Variable charge Forecast	Option 3 Flat rate charge Forecast
Expenditure			
Parking Services management fee	£2,770	£2,770	£2,770
Total expenditure	£2,770	£2,770	£2,770
Income	(£9,100)	(£16,106)	(£36,400)
Anticipated loss of income from Visitor Centre sales	£1,500	£1,500	£1,500
Total net income	£4,830	£11,836	£32,130

- 9.5 Subject to the decision reached, it would be possible to install ticket machines and commence car park charges in September 2010 (depending upon the Parking Order). The management fee would be charged pro rata for the remainder of the year. It is calculated that if the variable rate charging option set out is pursued.
- 9.6 Use of High Woods Country Park is seasonal. The summer season (April – Sept) sees a significantly higher number of visitors and therefore income generated from car park charges will not be delivered pro rata. If car park charges were introduced in September 2010 using, for example, the variable charge rate it is estimated that total income generated would be less than £5,000.
- 9.7 Failure to generate a net increased income of £10,000 will create a pressure on the High Woods Country Park budget.

10. Equality, diversity and Human Rights Implications

- 10.1 An Equalities Impact assessment has been prepared. As the issue of access licences is associated with residents' location and car ownership it is not considered disadvantageous to particular equality target groups and there are no actions required to mitigate any negative impacts. The completed Equalities Impact assessment can be found on.
http://www.colchester.gov.uk/servedoc.asp?filename=equality_Impact_Assessment_Parking_Services.pdf

11. Community Safety Implications

- 11.1 There are no particular community safety implications.

12. Health and Safety Implications

- 12.1 There are no health and safety implications

13. Risk Management Implications

- 13.1 There are no risk management implications

COLCHESTER BOROUGH COUNCIL

REQUEST FOR CALL IN OF DECISIONS TAKEN BY THE CABINET OR UNDER DELEGATED POWERS

Explanatory Note

This form may be used to request a call in of any decision (except urgent decisions) taken by the Cabinet or by a Cabinet Member acting under delegated powers or a Key Decision taken by an Officer under delegated powers.

This form must be signed by at least five Councillors (or by one Councillor and supported by four other Councillors via e-mail) and must be delivered to the Proper Officer within five working days of publication of the decision.

We, the undersigned, request that the following decision be scrutinised by the Strategic Overview and Scrutiny Panel or Finance and Audit Scrutiny Panel as appropriate for the reasons set out below:-

The decision of the Cabinet on ■ _____, 20__ , item ● _____ ; or
The decision contained in the Record of Decisions Taken Under Delegated Powers, Reference No. ____COM-006-10/STS-001-10_____.

■ Insert date

● Insert minute no.

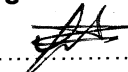
× Insert reference no.

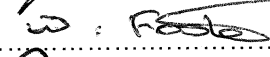
Reason(s) for call in:


...We below believe this decision is contrary to the principles of good practice as stated in section 13.02 of the Councils constitution. This is due to:-

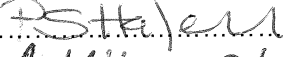
- No consultation has taken place with local residents or visitors to the park.
- Clarity of aims and desired outcomes due to the lack of information on number of visitors and the reason and period of time of their visit.
- The action proposed must be proportionate to the desired outcome – the outcome is uncertain due to lack of consultation and results may not match the report due to the uncertain nature of the figures.


Signatures

1. 

2. 

3. 

4. 

5. 

Names in Capital Letters

Cllr Sue Lissimore.....

Cllr Wyn Foster.....

Cllr Andrew Line.....

Cllr Pauline Hazell.....

Cllr Mike Hardy.....

NB Please tick representative to attend and present case at the Panel meeting.

For Office Use:

Date and time of Receipt: _____ Action: _____

