



WEST OXFORDSHIRE
DISTRICT COUNCIL

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Name and date of Committee	Cabinet: Wednesday 21 April 2021
Report Number	Agenda Item No. 6
Subject	Allocation of Parking Funds
Wards affected	All
Accountable member	Councillor Norman MacRae Cabinet Member for Environment; Email: norman.macrae@westoxon.gov.uk
Accountable officer	Maria Wheatley, Parking Manager Email: maria.wheatley@publicagroup.uk
Summary/Purpose	To seek approval of proposals for the allocation of the parking fund to specific projects highlighted in the Council's Parking Strategy.
Annexes	None
Recommendations	(a) That the commitment to Oxfordshire County Council of the offer of up to £10,000 in relation to Church Green and/or Corn Street Witney be re-stated; and (b) That the remaining proposed allocations from the fund explained in the report and set out in the table under paragraph 2.6 be approved.
Corporate priorities	Strong Local Communities: Supporting and building prosperous and inclusive local communities
Key Decision	No
Exempt	No
Consultees/ Consultation	Portfolio Holder, Chief Executive, Chief Finance Officer, Monitoring Officer, Group manager

I. BACKGROUND

- 1.1. The district council is responsible for parking in the off-street car parks that it owns or manages and the county council is responsible for on-street parking throughout the district. The district council carries out enforcement on-street on behalf of the county under an agreement but Traffic Regulation Orders (TROs), which set out the parking rules, are still the responsibility of the county.
- 1.2. The district council adopted a parking strategy in 2016 which identified two key issues; a growing demand for additional parking capacity and a need for changes to parking regulations on-street in a few key locations. The county council has limited resources available to undertake on-street reviews so cabinet previously agreed to allocate funding of £35,000 to support the delivery of reviews in the district. The council has taken a lead in driving these reviews forward, organising and delivering the public consultations but working in partnership with the county. There is a statutory process for changing a TRO and following consultation, a detailed proposal would be formulated and the TRO process followed. This stage has to be processed by the county council's highways and legal teams.
- 1.3. A review of on street parking at Church Green and Corn Street, Witney was undertaken by the parking team. The results of the review were considered by Cabinet in November 2018, and an amount of £10,000 was committed to support the recommendations. A formal letter was sent to the county council with the recommendations and the financial offer. No response has been received to date.
- 1.4. Responses to the consultation carried out on parking in Woodstock were considered by Cabinet in December 2020. It was agreed that no further action be taken other than to advise the county council of the outcome of the survey. No allocation from the fund was made.

2. MAIN POINTS

- 2.1. The balance on the fund remains at £35,000 with no deductions, however commitments have been made as follows;
- 2.2. The commitment of £10,000 to the County Council for Church Green and Corn Street.
- 2.3. Officers have identified a total of £2,000 worth of WODC officer resources was spent on the Church Green and Corn Street review, and a total of £5,000 worth of time spent on the Woodstock review.
- 2.4. With reference to the two key issues raised through the parking strategy of, 'a growing demand for additional parking capacity and a need for changes to parking regulations on-street in a few key locations'. The issue of demand for parking may be different post COVID-19 however the need for changes to the parking regulation on-street will remain.
- 2.5. The few key locations identified in the Action plan were Witney, Woodstock, Burford, Chipping Norton and the railway villages, (Charlbury and Long Hanborough). Two out of the five locations have been reviewed. One of the locations has had funding committed to date.
- 2.6. The following further allocations from the £35,000 fund are recommended:
 - Officer resources of £2,000 be allocated for the Church Green and Corn Street review
 - Officer resources of £5,000 be allocated for the Woodstock review.
 - An allocation of £7,000 be considered to support Woodstock Town Council for on-street improvements

- The remainder of the fund is allocated to the Town councils of Burford, Chipping Norton and Charlbury, and to Hanborough Parish Council.

Opening balance of Fund	£35,000
Church Green & Corn Street - committed to County Council - recommended allocation for staff resources	£10,000 £ 2,000
Woodstock - recommended to Woodstock - recommended allocation for staff resources	£7,000 £5,000
Burford - recommended to Burford Town Council	£4,000
Chipping Norton - recommended to Chipping Norton Town Council	£4,000
Charlbury and Long Hanborough - recommended to Charlbury Town Council - recommended to Hanborough Parish Council	£1,500 £1,500

3. FINANCIAL IMPLICATIONS

- 3.1. The recommendations in this report require no funding additional to the current fund balance, which will be fully utilised if the recommendations are approved.

4. LEGAL IMPLICATIONS

- 4.1. None

5. RISK ASSESSMENT

- 5.1. There is a risk that this report may raise expectations of further financial support for on-street improvements from towns and parishes within the district.

6. EQUALITIES IMPACT

- 6.1. For any changes to the on-street Traffic Regulation Orders the County Council will carry out equality impact assessments.

7. ALTERNATIVE OPTIONS

- 7.1. Cabinet could decide not to allocate any of the funds or make different allocations to those recommended.

8. BACKGROUND PAPERS

- 8.1. None.