

## Car Parking Task Group - Scoping Document – DRAFT

<b>Review Topic</b>	Resident Parking Permit Scheme	
<b>Chairman</b>	To be confirmed	
<b>Group Membership</b>	To be confirmed	
<b>Officer Support</b>	Peter Foulsham, Scrutiny Officer	
<b>Purpose of the Review</b>	To review the current Resident Parking Permit scheme and make recommendations.	
<b>Role of Overview and Scrutiny in this Review (mark all that apply)</b>	Holding Executive to account – decisions <input type="checkbox"/> Existing budget and policy framework <input type="checkbox"/> Contribution to policy development <input checked="" type="checkbox"/> Holding Executive to account – performance <input type="checkbox"/> Community champion <input checked="" type="checkbox"/> Statutory duties / compliance with codes of practice <input type="checkbox"/>	
<b>Aims of Review</b>	<ul style="list-style-type: none"> <li>○ To review the current scheme for Resident Parking Permits</li> <li>○ To identify options for changing the scheme</li> <li>○ To evaluate options for change</li> <li>○ To make recommendation to the Cabinet</li> </ul>	
<b>Methodology</b>	<ul style="list-style-type: none"> <li>○ Consideration of documents, reports and performance statistics</li> <li>○ Reviewing costs of current scheme</li> <li>○ Interviewing witnesses at task group meetings</li> <li>○ Make comparisons with other similar schemes</li> </ul>	
<b>Scope of Review</b>	The review will focus on the Resident Parking Permit Scheme and not on wider car park charging policy.	
<b>Potential Witnesses</b>	Neighbourhood Services and Community Safety Portfolio Holder Service Director People and Places Head of Finance Head of Engineering Services Local residents	
<b>Documents to be considered</b>		

<b>Risks</b>	
<b>Level of Publicity</b>	Potentially high
<b>Indicators of a Successful Review</b>	A revised scheme agreed.
<b>Intended Outcomes</b>	A revised scheme that provides a sustainable benefit to local residents and supports the economy whilst improving the return from our assets
<b>Approximate Timeframe</b>	3 months
<b>Projected Start Date</b>	July 2019

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