

OFFICER DELEGATION**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

Date: 25/03/2020	Ref No:
Type of Operational Decision:	
Executive Decision <input checked="" type="checkbox"/>	Council Decision <input type="checkbox"/> 95
Status: For Publication	
Title/Subject matter: Parking Services - Suspension of Charging and Suspension of Staff Permit Parking Salary Deductions	
Budget/Strategy/Policy/Compliance – Is the decision:	
(i) within an Approved Budget	YES
(ii) in accordance with Council Policy	YES
Equality Impact Assessment [Does this decision change policy, procedure or working practice or negatively impact on a group of people? If yes – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	
Details of Operational Decision Taken [with reasons]: All charges for car parking in Bury Town Centre will be suspended until further notice as a consequence of dealing with the COVID-19 outbreak and the additional stress car parking issues may be adding to the current anxieties of key workers' and the general public. Having to find coins/change at this time and needing to touch machinery others may have only just touched are just a couple of factors that illustrate this. All Bury Town Centre Council car parks; Trinity Street, Bolton Street Station, Foundry Street, George Street, Irwell Street, Manchester Road, (via Belle Vue Terrace), Moorgate, Parsons Lane, Parsons Lane North, The Castle, Trinity Street, Castle Leisure Centre and Market Car Park. All these car parks can be viewed on the Council's Parking website (https://www.bury.gov.uk/index.aspx?articleid=11204). With immediate effect. Pay and display machines are currently being bagged-off and will have signs erected informing the public as soon as possible. Additional Information All parking enforcement will cease. There will be no Civil Enforcement Officers (CEO) on the streets until further notice. With CEOs on stand-down, NSL cannot offer a call-out service. No Penalty Charge Notices (PCNs) will be issued.	



During this time payment for this service will continue to be paid in line with the Procurement Policy Note - Supplier relief due to COVID-19 Action Note PPN 02/20 issued this week by the Cabinet Office. Payment will be on the basis of the average monthly payment taken over the previous three months. In standing NSL down, there will be no emergency call-out service. Other Local Authorities who do this function in-house may be able to do that as it is their own staff. This is not seen as an impediment as NSL can only ever issue a PCN, they do not remove vehicles that are parked dangerously - only the police have those powers.

We have had requests from businesses who have key workers still in the field and needing to park. This is a good-will gesture from the Council to ease burdens at this very difficult time for everyone.

Initial indications are that there are around 15% of the normal compliment of parkers in attendance in the Council car parks in the town centre. This is based on information from Market Car park where we are trialling new technology which happens to give us details of payments taken in real-time and comparing against the same time period for the previous week. There will be income ramifications but takings would have been the lowest on record in any event given the Government's "lockdown" directive.

All processing of existing PCNs in the system will also cease. All agents that Parking Services deal with (Tribunal, Courts, bailiffs etc.) have been informed. This action is very similar to how Parking Services operate over the Christmas period when there is approximately a 2 week abeyance.

Monthly deductions for staff car parking permits have also been suspended until 30 June at which point the situation will be reviewed. Again, it is hoped that this assists staff in this difficult time in which we all find ourselves in.

Decision taken by:	Signature:	Date:
Neil Long, Assistant Director		26/03/2020
Executive Director or Chief/Senior Officer		26/03/2020
Members Consulted [see note 1 below]		
Cabinet Member/Chair	Cllr Quinn & Cabinet	
Lead Member		
Opposition Spokesperson		

Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**

