



Agenda

Executive Committee

Date:

Thursday, 25 May 2023 at 6:00 pm

Venue:

Town Hall, St Annes, FY8 1LW

Committee members:

As the agenda for this meeting must be circulated prior to the committee membership being confirmed at Annual Council, this agenda has been circulated to all councillors. Only those councillors appointed to the committee at Annual Council will be expected to attend the meeting as members of the committee.

Public Platform

To hear representations from members of the public in accordance with Article 15 of the Constitution.

To register to speak under Public Platform: see [Public Speaking at Council Meetings](#).

	PROCEDURAL ITEMS:	PAGE
1	Declarations of Interest: Declarations of interest, and the responsibility for declaring the same, are matters for elected members. Members are able to obtain advice, in writing, in advance of meetings. This should only be sought via the Council's Monitoring Officer. However, it should be noted that no advice on interests sought less than one working day prior to any meeting will be provided.	1
2	Substitute Members: Details of any substitute members notified in accordance with council procedure rule 23(c).	1
	DECISION ITEMS:	
3	Medium Term Financial Strategy - Financial Outturn Report for 2022-23 - including Revenue, Capital and Treasury Management	To Follow
4	Leadership Board	4 - 5
5	Affordable Warmth Grant Allocation 2023/24	6 - 8
6	Travel Plan Improvements Relating to Section 106 Agreement for Application 12/0550 The Former GEC Marconi Factory, Warton	9 - 10
7	Overnight Motorhome Parking on Fairhaven Road Car Park	11 - 16

Contact: Sharon Wadsworth - Telephone: (01253) 658546 – Email: democracy@fylde.gov.uk

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<http://fylde.cmis.uk.com/fylde/DocumentsandInformation/PublicDocumentsandInformation.aspx>

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DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
CHIEF FINANCIAL OFFICER	EXECUTIVE COMMITTEE	25 MAY 2023	3
MEDIUM TERM FINANCIAL STRATEGY - FINANCIAL OUTTURN REPORT FOR 2022-23 - INCLUDING REVENUE, CAPITAL AND TREASURY MANAGEMENT			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

Please note that the Medium Term Financial Strategy - Financial Outturn Report for 2022-23 - including Revenue, Capital and Treasury Management report is TO FOLLOW and will be circulated to members as soon as available.

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
DEPUTY CHIEF EXECUTIVE	EXECUTIVE COMMITTEE	25 MAY 2023	4
LEADERSHIP BOARD			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

To re-establish the Leadership Board with the remit to provide a steer to senior managers on all aspects on the strategic corporate direction facing the Council together with project board updates and overview. The board will also incorporate the work of the previous Budget Working Group, which included the remit to co-ordinate and oversee the budget setting process and to provide a strategic steer on key elements of the budget setting process.

RECOMMENDATION

1. To establish the Leadership Board with membership to include the Leader and Deputy Leader together with the appointed Lead Members.
2. The remit of the Leadership Board will be to provide a steer to senior managers on all aspects on the strategic corporate direction facing the Council together with project board updates and overview, together with budget setting.

SUMMARY OF PREVIOUS DECISIONS

[Council 27 March 2023](#)

That the council disband the Leadership Board and acknowledges that the members of the Board appointed by the committee have fulfilled the intended objectives and aims set by the committee.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

1. The previous establishment of the Leadership Board consisted of the Leader and Deputy Leader and the Chairman of the programme committees with a remit to provide the steer to senior managers on the strategic corporate direction of the Council and to ensure a corporate cross-cutting approach to budget setting.
2. With the new committee governance arrangements taking effect from May 2023 it was determined, at the Council meeting held on 27 March 2023, that the former Leadership Board be disbanded and that arrangements for elected member engagement in strategic matters under the new governance arrangements be determined by the new administration.
3. The new administration propose to re-establish the Leadership Board. The new board will also incorporate the work of the previous Budget Working Group, which included the remit to co-ordinate and oversee the budget setting process and to provide a strategic steer on key elements of the budget setting process.

IMPLICATIONS	
Finance	None arising from this report
Legal	None arising from this report
Community Safety	None arising from this report
Human Rights and Equalities	None arising from this report
Sustainability and Environmental Impact	None arising from this report
Health & Safety and Risk Management	None arising from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Tracy Manning	Tracy.manning@fylde.gov.uk Tel 01253 658521	16/5/23

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
None		

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
ENVIRONMENTAL HEALTH AND HOUSING SERVICE	EXECUTIVE COMMITTEE	25 MAY 2023	5
AFFORDABLE WARMTH GRANT ALLOCATION 2023/24			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

Full details regarding the Affordable Warmth scheme and the grant allocation from Lancashire County Council for 2022/23 were reported to the Environment, Health and Housing Committee and the Finance and Democracy Committee in November 2022. The scheme provides capital funding for home energy improvement measures for vulnerable residents where an affordability issue has also been identified. The funding aims to reduce the levels of death and illness over the winter months and to improve people's wellbeing. Funding for the scheme is by means of a grant allocation from Lancashire County Council (LCC).

This report details the allocation to Fylde Council for 2023/24 and requests a fully funded addition to the Capital Programme (Affordable Warmth Grant) for 2023/24 in the sum of £29,928 met from the LCC grant allocation for 2023/24.

RECOMMENDATION

The Committee is recommended:

1. To approve a fully funded addition to the Capital Programme in 2023/24 for the Affordable Warmth Grant scheme in the sum of £29,928 to be met from grant funding received from Lancashire County Council for Affordable Warmth Initiatives.

SUMMARY OF PREVIOUS DECISIONS

1. [10th January 2017 – Affordable Warmth Scheme – Environment Health and Housing Committee](#)
2. [23rd January 2017 – Affordable Warmth Scheme – Finance and Democracy](#)
3. [15th November 2022 – Affordable Warmth Grant – Environment Health and Housing](#)
4. [21st November 2022 – Affordable Warmth Grant – Finance and Democracy](#)

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	

Report

1. The Affordable Warmth Scheme aims to reduce levels of death and illness over the winter months and to improve people's wellbeing as a consequence. It is also expected to lead to a reduction in hospital admissions and in demand for health and social care services.
2. The scheme is fully funded by Lancashire County Council without the need of Fylde Council to provide any match funding or financial contributions.
3. The eligibility criteria for access to the grant scheme have been determined by Lancashire County Council. Having a low level of income, living in a thermally inefficient home, having higher heating needs, and high fuel costs can all increase the risks of living in a cold home. The funding is aimed at the most vulnerable to harm from cold or damp homes. This could include a wide range of individuals at serious risk of experiencing poor health and wellbeing due to living in a cold home. The National Institute for Health and Care Excellence (NICE) guidance on ['Excess winter deaths and morbidity and the health risks associated with cold homes'](#), identifies a range of groups who are particularly vulnerable to the effects of living in a cold home.
4. Means-testing will be carried out by Fylde Council before referrals are made in accordance with the guidance. This will ensure that vulnerable groups, those on low incomes and properties with an EPC rating of D or below receives the funding.
5. Fylde Council will be required to report monthly to LCC on the costs and types of measures which have been installed using the grant funding.
6. The scheme is not tenure specific however private rented properties would be expected to firstly meet their obligations under the Housing Act 2004 in relation to heating and insulation without grant assistance.
7. Social housing would also be expected to meet this obligation, interventions/contributions from housing associations/other partners should be sought in the first instance. In addition, contributions will be asked for from the housing provider prior to the approval of any affordable warmth funding. Therefore, it is expected that the majority of funding will be directed towards owner occupied properties.
8. The housing team has been delivering the grants since November 2022. A total of 54 applications have been received to date. Three of these applications have been cancelled due to clients wishing to have an alternative product, no response within the required timescale and property sold. The table below summarises the type of works that the affordable warmth grant is delivering.
9. For 2023/24 Fylde Council have been allocated a further £29,928 of funding from LCC to continue the Affordable Warmth Scheme to assist vulnerable residents in Fylde.

Completed since Nov 2022	Ongoing
3 Boiler Repairs	14 Boiler Repairs
1 Boiler Replacement	1 Boiler replacement
7 Double Glazing	3 Double Glazing
2 Heating Systems repaired	3 Heating System Repairs
	9 Radiators replacements
	1 Emergency heating
	7 Loft insulation

IMPLICATIONS	
Finance	This report requests approval to a fully funded addition to the Capital Programme in 2023/24 for the Affordable Warmth scheme in the sum of £29,928 to be met in full by a grant from Lancashire County Council.
Legal	None arising directly from this report
Community Safety	None arising directly from this report
Human Rights and Equalities	None arising directly from this report
Sustainability and Environmental Impact	Improving the energy efficiency of dwellings will contribute to sustainable communities and improve the environment
Health & Safety and Risk Management	None arising directly from this report

LEAD AUTHOR	CONTACT DETAILS	DATE
Cheryl Bennett	Email Cheryl.bennett@fylde.gov.uk & Tel 01253 658591	15/5/2023

BACKGROUND PAPERS		
ECO4 Guidance: Local Authority Administration	June 2022	https://www.ofgem.gov.uk/publications/eco4-guidance-local-authority-administration
Energy Company Obligation (ECO4) Guidance: Delivery	October 2022	Energy Company Obligation (ECO4) Guidance: Delivery Ofgem

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF PLANNING	EXECUTIVE COMMITTEE	25 MAY 2023	6
TRAVEL PLAN IMPROVEMENTS RELATING TO SECTION 106 AGREEMENT FOR APPLICATION 12/0550 THE FORMER GEC MARCONI FACTORY, WARTON			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

This report requests the release of a Section 106 developer contribution made to provide travel plan support improvements as part of planning permission 12/0550, Land adjacent to Former GEC Marconi Factory, Warton, dated 8 July 2013. It is proposed that the contribution is transferred to Lancashire County Council to be applied towards the travel plan support on this site.

RECOMMENDATION

1. That the committee approve a fully funded revenue budget increase in the sum of £12,000 in 2023/24 to be met by Section 106 monies held by the Council, towards the travel plan support work currently being undertaken by Lancashire County Council, to provide improved links to sustainable transportation and to minimise the impact of development on the environment.
2. That conditional upon receiving approval as above, that the sum of £12,000 be paid to Lancashire County Council, for the continued work to improve sustainable transport options to serve the development, businesses and the local community.

SUMMARY OF PREVIOUS DECISIONS

Report to relating to public transport improvements agreed at Council 12th October 2022.

CORPORATE PRIORITIES	
Economy – To create a vibrant and healthy economy	
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	

REPORT

1. Planning permission was granted for a residential development on land adjacent to Former GEC Marconi Factory, Warton under reference 12/0550, subject to a section 106 agreement which included contributions to secure improvements in transport, travel and public realm.
2. Monies have been received by Fylde Council in accordance with the triggers set out in the agreement and Lancashire County Council (LCC) have requested that the funds held by Fylde Council be transferred to them to continue ongoing work creating the travel plan, to help reduce traffic congestion, improvements to air quality and to enhance public health.
3. The Sn 106 agreement required a transport and travel contribution to be paid before the occupation of the 100th dwelling on site. The agreement wording is

The sum of £60,000 payable to be spent over 5 years with £12,000 being applied towards the travel plan support and £48,000 being applied towards improvements to the take up of alternative transport modes and/or a subsidy of bus service number 68.

4. Lancashire County Council (LCC) have advised they play a crucial role in supporting developers in creating travel plans that benefit both the environment and local communities. Their work to support this development and BAE Systems with Travel Plans has been ongoing but LCC advise that they have limited ability to support this work due to not having the funding secured. The work that has been done to date has been done at cost to LCC, so this payment to LCC will help cover their costs. Discussions have been ongoing for the travel and monitoring team at LCC (even during covid) with the developers and BAE Systems and LCC would like to continue to provide support, particularly now that traffic has stabilised and the monitoring of Travel Plans is no longer negatively impacted by Covid as has been the case over recent years.
5. The contribution has been with Fylde Council for a number of years during which discussions have been ongoing with LCC to gain their acceptance of this money and provide detail to enable it to be transferred. The contribution is due to be repaid if not spent (July 2023). As LCC have now confirmed how the funds will be utilised and as the travel plans are essential for ensuring sustainable transportation and minimising the impact of development on the environment this seems acceptable to transfer this final 106 contribution to LCC.

IMPLICATIONS	
Finance	This report seeks approval of a fully funded revenue budget increase in the sum of £12,000 in 2023/24 to be met by Section 106 monies held by the Council. Subject to this approval the report requests authorisation for the transfer of £12,000 to LCC to deliver the required support by developing and implementing a Travel Plan.
Legal	The council is obliged to use the contributions for the purposes set out in the agreement, failing which they would fall to be repaid to the developer.
Community Safety	There are no implications
Human Rights and Equalities	There are no implications
Sustainability and Environmental Impact	The scheme of enhanced public transport improvements assists in making the site more sustainable in the short term
Health & Safety and Risk Management	There are no implications

LEAD AUTHOR	CONTACT DETAILS	DATE
Karen Hodgkiss	karenh@fylde.gov.uk & Tel 01253 658515	03/03/2022

BACKGROUND PAPERS		
Name of document	Date	Where available for inspection
Planning application 12/0550	08/07/2013	www.fylde.gov.uk

DECISION ITEM

REPORT OF	MEETING	DATE	ITEM NO
HEAD OF TECHNICAL SERVICES	EXECUTIVE COMMITTEE	25 MAY 2023	7
OVERNIGHT MOTORHOME PARKING ON FAIRHAVEN ROAD CAR PARK			

PUBLIC ITEM

This item is for consideration in the public part of the meeting.

SUMMARY

A review of motorhome parking provision by the Car Park Working Group in 2021 highlighted the possibility of additional locations where motorhomes could be allowed to park overnight in limited numbers. At the time the group suggested that Fairhaven Road Car Park would be suitable but, due to specific circumstances affecting the site at the time (see item 5 of this report), it was not appropriate to proceed. Since then the number of motorhomes parking on the Promenade road in St Annes has remained high, particularly throughout the summer season.

To provide an alternative overnight parking location for motorhomes the committee is requested to approve the introduction of overnight motorhome parking on Fairhaven Road Car Park, restricted to 8 designated bays accommodating vehicles up to 7m in length with conditions of use and charges set similar to those in nearby locations.

RECOMMENDATIONS

The committee is requested to:

1. Agree to allow overnight motorhome parking on Fairhaven Road Car Park for an 18 month trial period with a limit of 8 motorhomes allowed to stay overnight, restricted to designated overnight motorhome parking bays with a maximum vehicle length of 7;
2. Agree to apply the terms and conditions as set out in item 10 of the report and charges as set out in item 12 of the report;
3. Agree that where overnight motorhome parking of motorhomes is limited to certain bays, all other vehicles to be excluded from parking in those bays;
4. Delegate authority to the Head of Technical Services to consider any objections to the proposed amendments to Fylde Council's car park Traffic Regulation Order; and
5. Delegate authority to the Head of Technical Services to make changes that he deems necessary to the proposed order as a result of any objection, following consultation with the Lead Member for Customer and Operational Services.

SUMMARY OF PREVIOUS DECISIONS

[Operational Management Committee at its meeting on the 16 June 2021](#) resolved;

1. Agree to changes to the overnight motorhome parking scheme including:
 - a) On St Annes Swimming Pool Car Park limit the maximum number of motorhomes allowed to stay

overnight to 7; restricted to the existing oversized bays whilst parked overnight with a maximum length of 8m.

- b) Where overnight motorhome parking of motorhomes is limited to certain bays, all other vehicles to be excluded from parking in those bays.
2. Overnight motorhome parking would be introduced on North Promenade and St Paul's Avenue Car Parks with conditions and tariffs set as detailed in the report.

[Operational Management Committee at its meeting on the 14 July 2021](#) resolved;

1. To delegate authority to the Director of Development Services to review any objections to the proposed amendments to Fylde Council's car park Traffic Regulation Order as agreed at the Operational Management Committee held on 16th June 2021.
2. Should the Director of Development Services deem an objection merits the proposals being varied, this would be agreed in conjunction with the Chair of the Operational Management Committee.

[Operational Management Committee at its meeting on the 15 March 2022](#) resolved;

1. To introduce seasonal car parking charges from 1st November to 20th March each year as set out in the report.

CORPORATE PRIORITIES

Economy – To create a vibrant and healthy economy	✓
Environment – To deliver services customers expect	✓
Efficiency – By spending money in the most efficient way	✓
Tourism – To create a great place to live and visit	✓

REPORT

BACKGROUND

1. In 2012 overnight motorhome parking was allowed on the lower section of St Annes Swimming Pool Car Park. Following the success of this scheme it was extended to North Beach Car Park. At both locations a reduction in anti-social behaviour has been observed.
2. Although the motorhome scheme at St Annes Swimming Pool Car Park had been successful in attracting new visitors to the area, to the extent that other districts cite Fylde Borough as an example when establishing their own schemes, there was an opinion of some that the scheme was a victim of its own success. During the summer months, particularly during summer 2020 when fewer international holidays were taken, the number of motorhomes in the lower section of the car park regularly exceeded 30. On these occasions the large number of motorhomes displaced other visitors, particularly when larger vehicles parked over multiple bays (which previous restrictions allowed for) and had an alleged detrimental effect on some neighbouring businesses.
3. Following the Car Park Working Group meeting in 2019 the prices of overnight parking were increased in an attempt to manage use. These changes were implemented following the lifting of lockdown restrictions in May 2020. However, in part due to the unique situation the year presented, the price changes did not result in reduced use. During the review of fees and charges by the committee on 12th January 2021 it was agreed to further increase prices to manage use.
4. The Car Park Working Group of 2020/21 extensively discussed overnight motorhome parking; whether motorhomes should be banned from all car parks, limited to a single location or spread out in smaller numbers across numerous locations. All sea-front car parks were considered. Consensus was reached that provision of overnight motorhome parking was required; however, this should be spread out in smaller numbers across multiple car parks on which motorhomes would be restricted to certain bays. This resulted in the implementation of changes during summer 2021 to extend overnight motorhome parking to North Promenade and St Paul's Avenue car parks as well as limiting parking on St Annes Swimming Pool Car Park.

5. The Car Park Working Group also considered Fairhaven Road Car Park as an appropriate location to be included in the Overnight Motorhome scheme but due to issues affecting the location at that time (the car park hosted the Covid testing facility from November 2020 until May 2022) and uncertainty as to when the proposed St Annes Sea Defence works, which is likely to impact the car park, were due to start, it was not taken forward at that time.

PROPOSAL TO INTRODUCE OVERNIGHT MOTORHOME PARKING TO FAIRHAVEN ROAD CAR PARK

6. The Covid testing facility was removed in May 2022 and the car park currently operates as it did prior to the start of the pandemic. Work on St Annes sea defences is due to start Autumn 2024.
7. Overnight motorhome parking along St Annes Promenade has been a concern for residents and Councillors for many years with a noticeable increase in motorhomes along the Promenade since 2020.
8. It is proposed to introduce overnight motorhome parking on Fairhaven Road Car Park, limited to 8 bays designated to use by motorhomes only, positioned as far away from neighbouring residential properties and businesses. To accommodate larger vehicles up to 7m long the layout of the car park will be slightly amended to lengthen and widen bays. The provision of 8 motorhome bays will require the loss of 20 standard bays. To assess whether there is a positive or negative impact to the area of introducing the scheme on a permanent basis after the sea defence works are complete it is proposed the scheme is introduced for an 18 month pilot period until the sea defence works start.
9. Image 1 shows the current car park layout. Image 2 shows the proposed new layout.

Image 1 – Current Fairhaven Road Car Park Layout

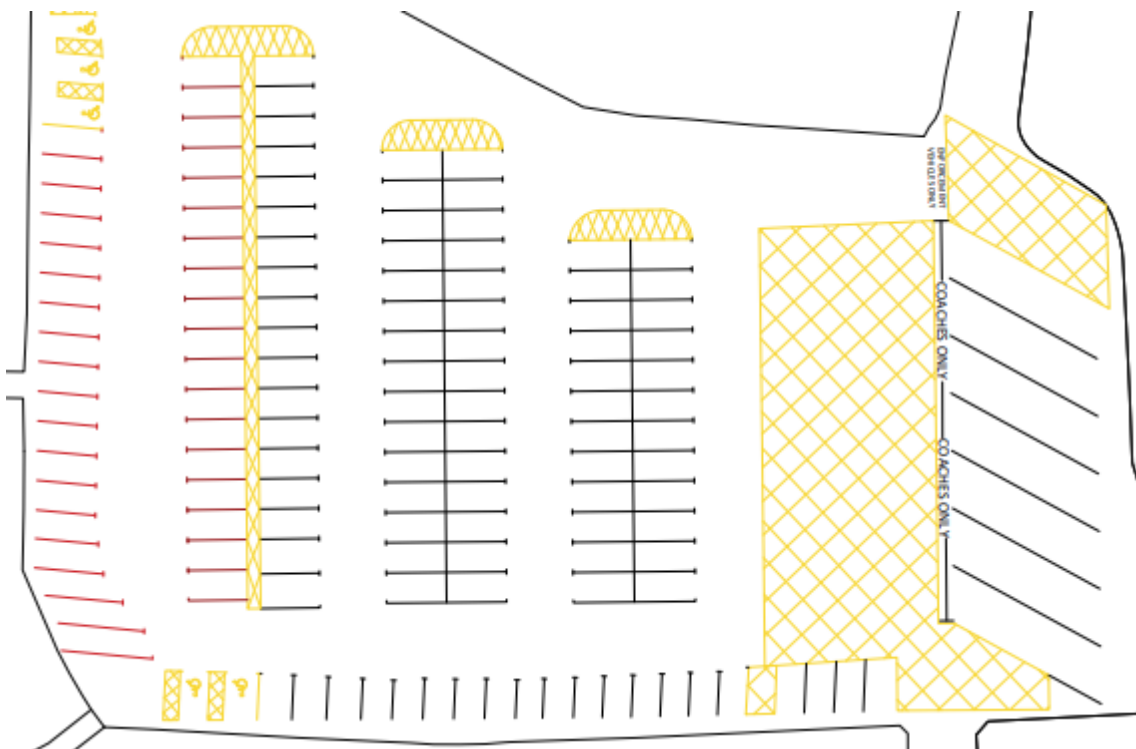


Image 2 – Proposed Fairhaven Road Car Park Layout



10. As with other locations where overnight motorhome parking is allowed, the following conditions of use will be applied.
- 'Motorhome' defined as all campervans, motor caravans and motorhomes; either purpose built or converted to allow sleeping.
 - Motorhomes parking between 7pm to 9am the following day must park in a designated bay
 - Maximum stay of 2 days (48 hours). No return visit allowed within 4 days.
 - Vehicles must fit within a single bay and be no more than 7m long.
 - No caravans or trailers.
 - No open fires, BBQs, generators, or loud music.
 - No setting out of furniture, awnings or washing lines in the car park.
 - No overnight concessions for blue badge holders.
 - That there is no dumping of waste or rubbish.
 - That responsible motorhome owners report all instances of excessive noise, littering and antisocial behaviour to the Council at the first opportunity. Any antisocial issues to the Police at the time of occurring.
11. Signs will direct motorhome users to where liquid waste can be disposed of and the locations of alternative overnight parking.

12. Charges for overnight motorhome parking are currently split with higher charges applying to locations closer to the Town Centre and other amenities with lower charges at locations that are quieter and more remote. It is suggested that charges for Fairhaven Road Car Park be set at the higher level. These would be:

Location of Parking Place		21 st March to 30 th October	1 st November to 20 th March
Fairhaven Road Car Park (motorhomes)	All days Up to 1 day (24 hours) 1 to 2 days (24 to 48 hours)	£15.00 £25.00	£10.00 £17.50

13. Outside the annual budget setting process, any amendment or introduction of new fees and charges which are expected to vary income by up to £25,000 in any one financial year can be approved by Executive Committee, whilst those with an impact over £25,000 in any one financial year require Council approval. The introduction of overnight motorhome parking at this location is expected to increase income by between £10,000 - £20,000.
14. During the day, motorhomes will be able to park in any standard bay at the standard parking fees on all long stay car parks as they currently do. Restrictions on parking areas will only apply to those parking overnight.
15. It should be noted that Parking Services can only enforce against contraventions associated with the vehicle (i.e. whether they have paid to stay, how long they stay for, whether they are located in the correct area, are parked within a bay, are of the correct length and that trailers and caravans are not allowed). Open fires and BBQs can be enforced by other Council officers under the relevant PSPO.

AMENDING CAR PARK LEGAL ORDER

16. To implement and enforce the proposed changes, the car park Traffic Regulation Order (TRO) needs to be amended to reflect these changes.
17. To amend the TRO the proposed changes need to be advertised via a Notice of Proposals in printed media and at the location affected by the changes. The Notice of Proposal will direct individuals to view the Draft Order on the Council's website. Members of the public are invited to submit objections in writing within 21 days of the notice being published.
18. After 21 days any objections need to be considered before the Order is finalised and a Notice of Making is advertised. This has previously been done by the Operational Management Committee through the car park working group. Consideration of objections would now fall within the remit of the Executive Committee. This would be likely to delay the implementation of the changes until after the current summer season has concluded.
19. To enable the proposed changes (if accepted) to be implemented at the start of the summer season, the committee is requested to delegate authority to consider any objections received to the proposed amendment to the TRO to the Council's Head of Technical Services. Should the Head of Technical Services deem an objection merits the proposal being varied, any resulting modification would be decided by the Head of Technical Services following consultation with the Lead Member for Customer and Operational Services.

FINANCIAL IMPACT

20. The introduction of overnight motorhome parking will require the loss of 20 standard parking bays. Throughout most of the year this car park is under-utilised so the loss of these standard bays will not impact income during this period. The loss of these parking bays will only be noticeable during the peak of the summer season over about 2 months each year with a potential maximum loss of income of about £3,000.
21. As experienced at other locations, the overnight motorhome parking bays are likely to be used throughout the year. Predicted income ranges between £10,000 and £20,000.
22. To introduce these changes, the Car Park legal order will need to be varied, including advertising the changes twice. The parking machine software will need changing, new signage and line markings altered. It is estimated costs will be approximately £4,000 which will be met from existing car park revenue budgets.

IMPLICATIONS	
Finance	This report seeks approval to the introduction of overnight motorhome parking at Fairhaven Road Car Park for an 18-month trial period, within the restrictions outlined within the report. If approved this is expected to generate additional income of £10,000 - £20,000 per annum, offset by a reduction in income for other vehicle parking estimated at up to £3,000 per annum. There will be associated one-off introductory costs of approximately £4,000 which will be met from existing car park revenue budgets. If approved the financial implications will be reflected in future updates to the council's financial forecast.
Legal	The procedure for and effects of the proposed change are dealt with in the body of the report.
Community Safety	None
Human Rights and Equalities	None
Sustainability and Environmental Impact	None
Health & Safety and Risk Management	None

LEAD AUTHOR	CONTACT DETAILS	DATE
Andrew Loynd	Email & Tel 01253 658 527	12 th May 2023