

Public Document Pack

Executive Member Decisions

Friday, 10th January, 2020

AGENDA

1. **Review of Parking Tariffs**
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Appendix 1 - Parking Tariffs in Bolton and Preston
EIA-Checklist - 20p tariff increase

2. **Fees and Charges Associated to Early Help and Adolescent Service Areas**
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Appendix 1 - Fees and Charges
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3. **Proposed Traffic Regulation Order Permit Parking and Disc Parking Scheme - Harrison Street**
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Appendix 1 - Schedules
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EIA checklist - Harrison St Parking scheme

Date Published: 10th January 2020
Denise Park, Chief Executive

EXECUTIVE MEMBER DECISION



REPORT OF:	Executive Member for Environmental Services Executive Member for Growth and Development
LEAD OFFICERS:	Director of Environment and Operations
DATE:	10 December 2019

PORTFOLIO/S AFFECTED:	Environmental Services	Growth and Development
WARD/S AFFECTED:	All	

SUBJECT: Review of parking tariffs

1. EXECUTIVE SUMMARY

Parking tariffs in Blackburn town centre were increased by 20p in 2018 for the first time since 2011. Parking charges were also introduced on Sunday for the first time, with £1.00 charge for parking up to 3 hours parking and a £2.00 charge for parking all day.

Given the continuing changes and improvements to the town centre offer, it is proposed that the parking tariffs are reviewed in 2020.

This report sets out proposals for increasing the parking charges on street and off street, Monday to Saturday; the proposals do not affect the current parking charges on Sundays.

2. RECOMMENDATIONS

That the Executive Member:

- Approves a 20p increase on all parking tariffs in the town centre, Monday to Saturday, to be introduced with effect from Monday 3 February 2020.

2. BACKGROUND

Parking tariffs in Blackburn Town Centre were increased by 20p in 2018 along with the introduction of new charges for Sunday parking.

It should be noted, the main shopper's car park in the town centre is operated by the Mall. The Mall recently increased their parking charge for up to 2 hours from £1.50 to £1.70 and for 2-4 hours from £2.50 to £2.70. They now charge the following rates:-

The Mall car park – open 24 hours	
Tariffs	
Up to 2 hours	£1.70
2 – 4 hours	£2.70
Up to 12 hours	£5.00
Sunday and Bank Holidays	Normal daily parking charges apply

Options to increase the current Parking Tariffs by 20p

The table below lists the existing parking tariffs and impact of charging an additional 20p on each tariff in Blackburn Town centre:

	Existing Tariff	Proposed 20p on every tariff
On Street – Short Stay (Mon-Sat 8am-6pm)		
30 mins	0.80	1.00
1 hour	1.40	1.60
1hr 30mins	2.00	2.20
2 hours	2.40	2.60
On Street – Long Stay (Mon-Sat 8am-6pm)		
2 hours	1.50	1.70
4 hours	2.40	2.60
6 hours	3.30	3.50
Over 6 hrs	4.00	4.20
Off Street – Short Stay (Mon-Sat 8am-6pm)		
1 hour	1.20	1.40
2 hour	1.90	2.10
3 hour	2.60	2.80
5 hour	4.00	4.20
Over 5 hrs	8.20	8.40
Off Street – Long Stay (Mon-Sat 8am-6pm)		
2 hours	1.50	1.70
4 hours	2.40	2.60
6 hours	3.30	3.50
Over 6 hrs	4.00	4.20
Feilden St Multi-Storey (Mon-Sat 7am-8pm)		
1 hour	1.20	1.40
2 hours	1.70	1.90
4 hours	2.70	2.90
8 hours	3.90	4.10
Over 8 hrs	6.20	6.40

Parking statistics

- In 2018/19, a total of 497,900 transactions were completed via the new Pay & Display machines, the average transaction was £1.48.
- At Feilden Street MSCP, 71,034 transactions were completed at the Pay on Foot machines; the average transaction was £2.30.
- In 2018/19, a total 568,934 parking payment transactions were completed across the borough.

4. KEY ISSUES & RISKS

Parking tariffs in Blackburn Town Centre were increased in 2018 for the first time since 1st April 2011. Given the continuing changes and improvements to the town centre offer, it is proposed that the parking tariffs are reviewed for 2020.

The report sets out the option to increase the tariffs charged on street and off street, Monday to Saturday by 20p. Increasing parking charges will generate additional income for the Council providing the increases are not excessive to the point where they deter people from parking on street or using the council owned car parks.

If the proposed increase in parking charges is introduced, the parking charges in Blackburn town centre remain competitive in comparison to parking charges in Bolton town centre and Preston City Centre and the town centre remains a very competitive destination for shoppers and visitors.

A list of parking charges for Bolton town centre and Preston City Centre is appended to this report for information.

5. POLICY IMPLICATIONS

The proposal to make a variation order to an existing Traffic Regulation Order requires delegated approval from Executive Member for Regeneration and Growth and Chief Officer.

A notice is required to be published in the local press and on site to comply with the Road Traffic Regulations Act 1984.

6. FINANCIAL IMPLICATIONS

The proposed 20p increase in parking tariffs will generate an estimated £96,000 additional income for the Council in line with the budget expectations for parking services.

7. LEGAL IMPLICATIONS

A variation order to the existing Traffic Regulation Order needs to be advertised with 21 days' notice given in the local newspaper and on site. The variation order is not subject to objections. The notice is to be served in accordance with article 25 of The Local Authorities' Traffic Orders (Procedure) (England and Wales) Regulations 1996

8. RESOURCE IMPLICATIONS

Updated signage will be required in the car parks to reflect the new tariffs and the software in the Pay and Display machines will require amending to reflect the new tariffs.

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1 Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2 In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3 In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

10. CONSULTATIONS

11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

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12. DECLARATION OF INTEREST
All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

VERSION:	1
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CONTACT OFFICER:	Martin Eden
DATE:	10 December 2019
BACKGROUND PAPER:	

Parking Tariffs in Bolton town centre and Preston City Centre

Parking charges are correct as at 20 December 2019

Bolton town centre

Bolton Council is responsible for its on-street parking; private operators manage all off-street car parking, the majority of car parks are operated by NCP or Euro car park.

On Street (operated by Bolton Council)

Inner Zone (Maximum Stay 1 hour)		
Up to 30 minutes	Up to 1 hour	n/a
£1.10	£1.60	n/a
Outer Zone (Maximum Stay 2 hours)		
Up to 30 minutes	Up to 1 hour	Up to 2 hours
£0.70	£1.00	£1.50

Off Street (operated by private operators)

Car Parks	1 hour	2 hours	3 hours	4 hours	6 hours	24 hours	Sunday
Back Cheapside	1.80	3.60	n/a	4.60	n/a	8.60	1.60 Flat Rate
Octagon Theatre	1.80	2.90	3.40	3.90	4.90	6.10	1.60 Flat Rate
Bolton Central	1.80	3.60	n/a	4.60	n/a	8.60	1.60 Flat Rate
Ashburner (Short Stay)	1.60	2.60	n/a	n/a	n/a	n/a	1.60 Flat Rate

Preston town centre

Parking in Preston Town centre is two tier, with on-street parking being the responsibility of Lancashire County Council and off-street parking being the responsibility of Preston City Council.

On Street (Lancashire County Council)

All chargeable on-street bays within Preston Town centre have a maximum stay of 1 hour; the charges apply 7 days a week:

- 30 minutes - £0.70
- 1 hour - £1.40

Off Street (Preston City Council)

Car Parks	1 hour	2 hours	3 hours	4 hours	12 hours	24 hrs	Sunday
Fishergate	1.50	2.00	2.50	3.50	n/a	8.50	Same tariffs
Hill Street	1.50	2.70	3.50	4.70	n/a	10	Same tariffs
Avenham	1.30	2.20	3.30	3.90	4.90	9.00	Same tariffs

EQUALITY IMPACT ASSESSMENT CHECKLIST

This checklist is to be used when you are uncertain if your activity requires an EIA or not.

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

Service area & dept.	Environmental Services	Date the activity will be implemented	03/02/2020
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Brief description of activity	<p>Parking Tariffs in Blackburn Town Centre were increased in 2018 for the first time since 1st April 2011. Given the continuing changes and improvements to the town centre offer, it is proposed that the parking tariffs are reviewed for 2020.</p> <p>It is proposed that the increase in tariff will be for both on street and off street parking for the tariffs which effect Monday – Saturday. Sunday will remain as is.</p> <p>If the proposed increase in parking charges is introduced, the parking charges in Blackburn Town centre will remain competitive in comparison to parking charges in Bolton town centre and Preston City centre.</p> <p>The chargeable hours for Pay and Display will be 8am – 6pm.</p>
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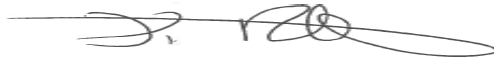
Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input checked="" type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Budget changes - Change to existing Council policy/strategy	<input type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Does this activity contribute towards meeting the Equality Act's General Public Sector Equality Duty? Does it: Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity removes or minimises disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Advance equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity takes steps to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Foster good relations between people who share a protected characteristic and those who do not <i>(i.e. the function encourages people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> Yes
FOR = 1	TOTAL	AGAINST = 5

Will you now be completing an EIA?

The EIA toolkit can be found [here](#)

Yes

No

Signature	
Checked by departmental E&D Lead	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Gwen Kinloch
Date	08/01/2020



EXECUTIVE MEMBER DECISION



REPORT OF:	Executive Member for Children's Young People and Education
LEAD OFFICERS:	Director of Children's Services and Education
DATE:	3 rd January 2020

PORTFOLIO/S AFFECTED:	Children's Young People and Education
WARD/S AFFECTED:	All
SUBJECT: Fees and Charges associated to Early Help and Adolescent Service Areas	

1. EXECUTIVE SUMMARY
 Proposal to increase a number of identified existing fees and charges associated with Early Help and Adolescent Services to remain in line with other departments.

2. RECOMMENDATIONS
 That the Executive Member: approves the revised charges in Appendix 1 and agrees an implementation date of 1st February 2020.

3. BACKGROUND
 Fees and charges are reviewed on an annual basis by service areas to support progression towards income targets. Fees and charges are in line with other similar charges across the council and are reviewed to ensure that they remain competitive with external provision.

4. KEY ISSUES & RISKS

Children Centre Room Hire fees
 Each Children's Centre has a small income target associated with the hire of rooms and spaces. It is proposed to increase charges for the larger rooms only, as this is where most income is generated. Smaller spaces tend to be used by partners and for statutory meetings, and these do not attract an income. The proposed increases will ensure that costs remain in line with those across other departments.

Early Years Training
 The Early Years' Service has an income target for the delivery of training. It is proposed to increase charges for weekend delivery only this year, to ensure that the service remains competitive. In the last quarter, three early years' settings have closed and two more have indicated that they are likely to cease delivery in the next year due to financial difficulties. The borough is reliant on early year's settings to support children being ready for school and training is key to supporting settings to improve outcomes. Increased charges may see fewer providers accessing training.

Child Care Fees

The business model for children centres nurseries is based around income from Free Early Education (FEE) income for 2, 3 and 4 year olds. A small income is achieved from parents paying for additional hours or lunchtime provision. It is proposed to apply an inflationary rate increase to childcare fees to ensure that we continue to attract parents to purchase additional hours.

Young People's Services

Where fees and charges can be increased without affecting competitiveness, the services proposes that increases be applied from the 1st February 2020. Charges associated to the Barge and water sports will remain the same for this reason. Due to the changes with the boroughs insurance policy and excesses, the service will no longer hire minibuses from external organisations.

5. POLICY IMPLICATIONS

None

6. FINANCIAL IMPLICATIONS

The proposed increased charges will support services in meeting their income targets. Any increase in income received will be dependent on the demand for services and as such may well be nominal.

7. LEGAL IMPLICATIONS

There is a contractual requirement for one month's notice to be given to parents and partners regarding the increase in charges relating to childcare and room hire.

8. RESOURCE IMPLICATIONS

None

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1 Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2 In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. (*insert EIA link here*)

Option 3 In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. (*insert EIA attachment*)

10. CONSULTATIONS

None

11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

VERSION: 2

CONTACT OFFICER: Joanne Stewart, Head of Early Help & Support

DATE: 27th November 2019

BACKGROUND PAPER: Appendix 1 – Fees & Charges

Children and Young Peoples Services Portfolio

All charges are shown inclusive of VAT where applicable

Detail of Charge	Vatable	Proposed Charge £	Existing Charge £	% Increase	Effective Date
ROOM HIRE AT CHILDREN'S CENTRES					
Training/community rooms & community areas (per hr)					
Business use					
Small meeting spaces (8 people or less)	N	8.00	8.00	0.00%	01.02.2020
Standard meeting rooms (8 - 20)	N	12.00	11.00	9.09%	01.02.2020
Large meeting rooms (20 plus people)	N	20.00	18.00	11.11%	01.02.2020
Community use					
Small meeting spaces (8 people or less)	N	4.00	4.00	0.00%	01.02.2020
Standard meeting rooms (8 - 20)	N	6.00	5.50	9.09%	01.02.2020
Large meeting rooms (20 plus people)	N	10.00	9.00	11.11%	01.02.2020
EARLY YEARS TRAINING					
Weekday					
Bitesize course (2 hours)	N	20.00	20.00	0.00%	01.02.2020
Half day course (3 hours)	N	30.00	30.00	0.00%	01.02.2020
Full day course (6 hours)	N	60.00	60.00	0.00%	01.02.2020
Saturday					
Bitesize course (2 hours)	N	30.00	30.00	0.00%	01.02.2020
Half day course (3 hours)	N	45.00	45.00	0.00%	01.02.2020
Full day course (6 hours)	N	90.00	90.00	0.00%	01.02.2020
Bespoke training (up to 20 attendees)					
Half day (Weekday, 3 hours)	N	503.50	495.00	1.72%	01.02.2020
Half day (Saturday, 3 hours)	N	579.00	569.00	1.76%	01.02.2020
Full day (Weekday, 6 hours)	N	697.00	685.00	1.75%	01.02.2020
Full day (Saturday, 6 hours)	N	778.00	765.00	1.70%	01.02.2020
Online training					
Food Hygiene	N	10.50	10.50	0.00%	01.02.2020
Short courses	N	15.99	15.99	0.00%	01.02.2020
Full Courses	N	24.99	24.99	0.00%	01.02.2020
Named courses					
New childminder briefing session	N	20.00	20.00	0.00%	01.02.2020
Childminder Pre registration course (3 hours x 6week course)	N	140.00	140.00	0.00%	01.02.2020
Charging for non - attendance at training					
No attendance on the day of the course	N	100.00	100.00	0.00%	01.02.2020
Late arrival and not being admitted to the course	N	50.00	50.00	0.00%	01.02.2020
Cancellation with 10 or more working (week) days notice	N	0.00	0.00	0.00%	01.02.2020
Cancellation with less than 9 working (week) days notice	N	50.00	50.00	0.00%	01.02.2020
CHILDREN'S CENTRE'S CHILDCARE FEES & CHARGES - 2 - 4 years plus					
Morning Session (3 hours)	N	14.30	14.05	1.78%	01.02.2020
Afternoon session (3 hours)	N	14.30	14.05	1.78%	01.02.2020
Morning Session x 5 (15 hours)	N	64.30	63.20	1.74%	01.02.2020
Afternoon session x 5 (15 hours)	N	64.30	63.20	1.74%	01.02.2020
Morning Session x 5 plus lunch	N	86.35	84.90	1.71%	01.02.2020
Afternoon session x 5 plus lunch	N	86.35	84.90	1.71%	01.02.2020
Full day (6.5 hours, including lunch)	N	29.70	29.20	1.71%	01.02.2020
Full week (32.5 hours, including lunches)	N	143.50	141.10	1.70%	01.02.2020
Full week (32.5 hours, including lunches, less free funded hours)	N	86.35	84.90	1.71%	01.02.2020
Lunch session (30 minutes including lunch)	N	4.45	4.35	2.30%	01.02.2020
Additional hours (if available)	N	5.00	5.00	0.00%	01.02.2020
YOUNG PEOPLES SERVICES					
Resources					
Climbing wall (inc. 2 instructors)	Y	395.00	357.00	10.64%	01.02.2020
Bouncy Castle (day rate)	Y	88.00	80.00	10.00%	01.02.2020

Inflatable Assault Course	Y	410.00	357.00	14.85%	01.02.2020
Instructor Rate					
Day rate	Y	187.00	170.00	10.00%	01.02.2020
Half day rate	Y	95.00	85.00	11.76%	01.02.2020
Barge trips					
½ day (3 hour trip) BwD Borough recognised community group	Y	220.00	220.00	0.00%	01.02.2020
Full day (6 hour trip)					
BwD Borough recognised community group	Y	430.00	430.00	0.00%	01.02.2020
Self drive (per day)					
BwD Borough recognised community group	Y	175.00	175.00	0.00%	01.02.2020
Queens Park					
Courses (3 hours up to 10 participants) BwD Borough recognised community group	N	210.00	210.00	0.00%	01.02.2020
Residential					
Kentmere (Lake District)					
Barracks (sleeps up to 20) - BwD maintained Schools (per night)	N	230.00	220.00	4.55%	01.02.2020
Cottage (sleeps up to 10) - BwD maintained Schools (per night)	N	160.00	150.00	6.67%	01.02.2020
Barracks (sleeps up to 20) - Out of Borough schools/ Acadmies (per night)	Y	275.00	260.00	5.77%	01.02.2020
Cottage (sleeps up to 10) - Out of Borough schools/ Academies (per night)	Y	190.00	180.00	5.56%	01.02.2020

The Council also operates the "Refresh" reduced cost leisure initiative subject to eligibility for individual users of facilities.
For more information on the "Refresh" reduced cost leisure scheme please log onto www.blackburn.gov.uk

EQUALITY IMPACT ASSESSMENT CHECKLIST

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The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

Service area & dept.	Children's Services	Date the activity will be implemented	01/02/2020
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Brief description of activity	Proposal to increase a number of identified existing fees and charges associated with Early Help and Adolescent Services to remain in line with other departments.
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Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy - Budget changes	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Does this activity: Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
FOR =0	TOTAL	AGAINST =6

Will you now be completing an EIA?

Yes

No

The EIA toolkit can be found [here](#)

Assessment Lead Signature	Joanne Stewart
Checked by departmental E&D Lead	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Date	10/12/2019

EXECUTIVE MEMBER DECISION



REPORT OF: Executive Member for Growth and Development

LEAD OFFICERS: Director of Growth and Development

DATE: 23rd October 2019

PORTFOLIO/S AFFECTED: Growth and Development

WARD/S AFFECTED: Blackburn Central

SUBJECT: Proposed Traffic Regulation Order – Harrison Street Residents Permit Parking and Disc Parking scheme.

1. EXECUTIVE SUMMARY

To inform the Executive Member for Regeneration of the proposal to introduce a Traffic Regulation Order as detailed below and seek approval to make it:-

Residents Permit Parking.....Canterbury Street, Harrison Street and Sumner Street, Blackburn
Disc parking mon-sat 8am-6pm max stay 2 hrs.....Byrom Street, Blackburn

2. RECOMMENDATIONS

That the Executive Member:

Authorise the Director of HR, Legal and Governance to advertise and then make the Traffic Regulation Order as per the attached schedule subject to no objections being received.

3. BACKGROUND

A new wedding and conference hall has opened in Harrison Street, Blackburn. As the venue is attracting more visitors than their own car park has capacity for, parking for residents on nearby Canterbury, Sumner and Harrison Streets has been negatively impacted. The owner of the venue has volunteered to fund the introduction of a permit parking scheme on these streets. This has been discussed with council officers and deemed the best solution. The scheme will be introduced with no financial burden on the Council or residents. As part of this scheme, a disc parking bay will be introduced on Byrom Street to provide short stay parking for visitors to Paramount Care and Safety Ltd,. This company provides support to members of the community to live independent lives, many of whom have additional needs.

4. KEY ISSUES & RISKS

No risks arising from this proposal have been identified. The proposal is of benefit to the social and economic well being of the Borough.

5. POLICY IMPLICATIONS

The proposal to make and revoke Traffic Regulation Orders requires delegated approval from the Executive Member for Regeneration and Chief Officer. Traffic Regulation Orders are required to be

published in the local press and on site to comply with the Road Traffic Regulations Act 1984. Directly affected properties are consulted in line with current procedure.

The proposal meets the requirements of the Traffic Management Act 2004 in managing the expeditious movement of traffic on the highway network.

6. FINANCIAL IMPLICATIONS

The cost of making and advertising this Traffic Regulation Order will be approximately £2500 and will be funded by the owner of the wedding venue.

7. LEGAL IMPLICATIONS

The necessary legal powers to implement this scheme are within the Road Traffic Regulations Act 1984. The advertising of the proposals will provide the public the opportunity to comment/object which will be considered appropriately by officers. Any unresolved objections will be reported to a meeting of the Planning and Highways Committee and then brought back for a decision by the Executive Member.

8. RESOURCE IMPLICATIONS

None

9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1 Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2 In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3 In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

10. CONSULTATIONS

Members of the public will be given the opportunity to object to or comment on the proposal following statutory advertising on site and in the local newspaper.

11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

VERSION:	1
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CONTACT OFFICER:	Simon Littler
DATE:	23rd October 2019
BACKGROUND PAPER:	Appendix 1- Schedule Appendix 2 - Plan

SCHEDULES

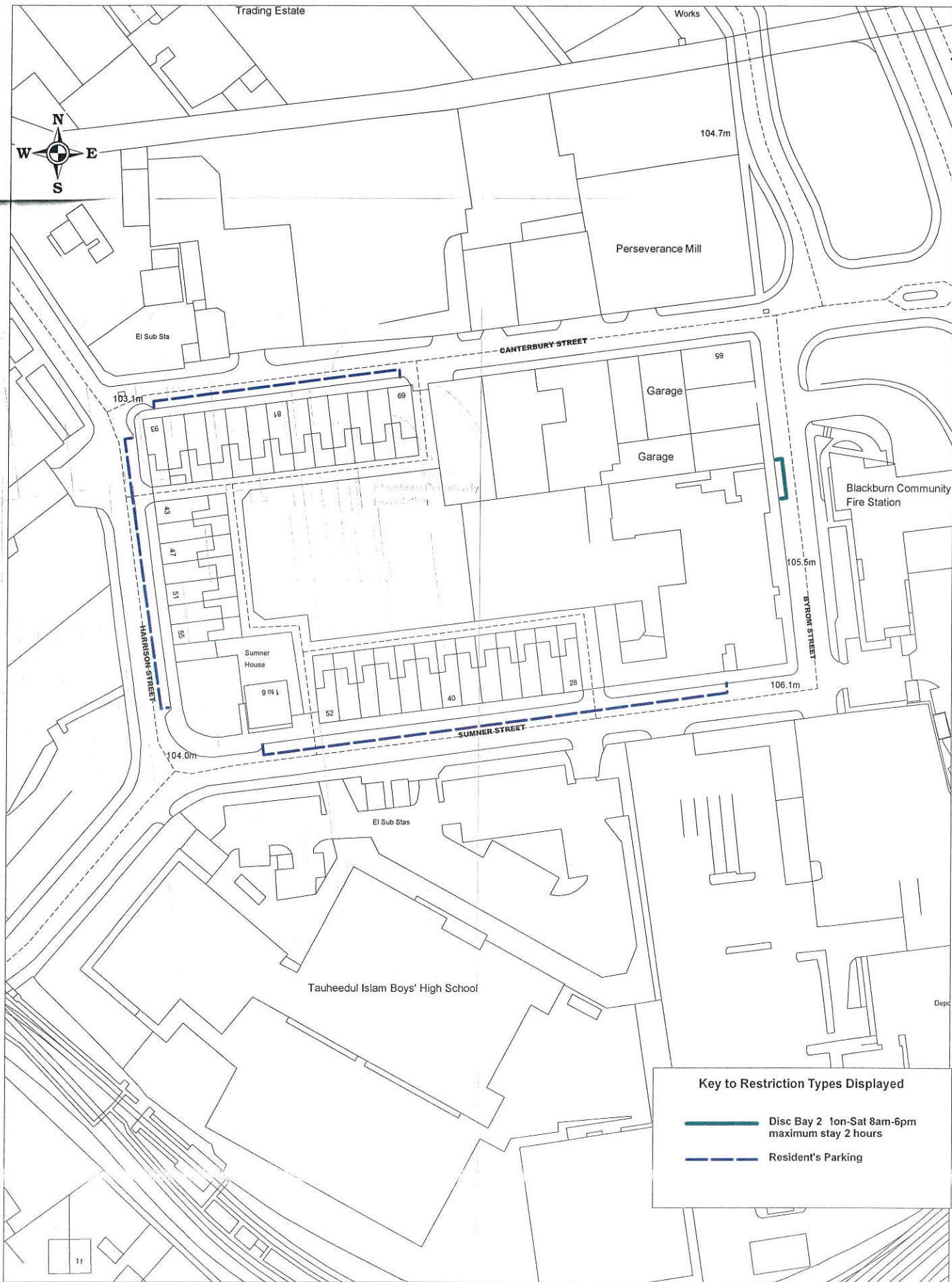
RESIDENT'S PARKING

Street	Side	Location
CANTERBURY STREET BLACKBURN,	south	from a point 12 metres east of the centreline of Harrison Street for a distance of 62 metres in an easterly direction
HARRISON STREET BLACKBURN,	east	from a point 8 metres south of the centreline of Canterbury Street to a point 16 metres north of the centreline of Sumner Street
SUMNER STREET BLACKBURN,	north	from a point 23 metres east of the centreline of Harrison Street to a point 23 metres west of the centreline of Byrom Street

DISC BAY PARKING

Mon-Sat 8am -6pm
Maximum stay 2 hours

Street	Side	Location
BYROM STREET BLACKBURN,	west	from a point 35 metres south of the centreline of Canterbury Street for a distance of 9 metres in a southerly direction



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**Proposed TRO - Harrison Street Area
Residents Permit Parking and Disc Parking Scheme**

SCALE 1 : 1250

DATE 03/12/2019

DRAWING No.

DRAWN BY

CHECKED BY



EQUALITY IMPACT ASSESSMENT CHECKLIST

This checklist is to be used when you are uncertain if your activity requires an EIA or not.

An Equality Impact Assessment (EIA) is a tool for identifying the potential impact of the organisation's policies, services and functions on its residents and staff. EIAs should be actively looking for negative or adverse impacts of policies, services and functions on any of the nine protected characteristics.

The checklist below contains a number of questions/prompts to assist officers and service managers to assess whether or not the activity proposed requires an EIA. Supporting literature and useful questions are supplied within the [EIA Guidance](#) to assist managers and team leaders to complete all EIAs.

Service area & dept.	Traffic	Date the activity will be implemented	19/12/2019
Brief description of activity	Proposed Traffic Regulation Order – Harrison Street area Blackburn Permit Parking and Disc Parking Scheme		


Answers favouring doing an EIA	Checklist question	Answers favouring not doing an EIA
<input type="checkbox"/> Yes	Does this activity involve any of the following: - Commissioning / decommissioning a service - Change to existing Council policy/strategy - Budget changes	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes	Does the activity impact negatively on any of the protected characteristics as stated within the Equality Act (2010)?	<input checked="" type="checkbox"/> No
<input type="checkbox"/> No <input type="checkbox"/> Not sure	Is there a sufficient information / intelligence with regards to service uptake and customer profiles to understand the activity's implications?	<input checked="" type="checkbox"/> Yes
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Does this activity: Contribute towards unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act <i>(i.e. the activity creates or increases disadvantages suffered by people due to their protected characteristic)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Reduce equality of opportunity between those who share a protected characteristic and those who do not <i>(i.e. the activity fail to meet the needs of people from protected groups where these are different from the needs of other people)</i>	<input checked="" type="checkbox"/> No
<input type="checkbox"/> Yes <input type="checkbox"/> Not sure	Foster poor relations between people who share a protected characteristic and those who do not <i>(i.e. the function prevents people from protected groups to participate in public life or in other activities where their participation is disproportionately low)</i>	<input checked="" type="checkbox"/> No
FOR =0	TOTAL	AGAINST =6

Will you now be completing an EIA?

Yes

No

The EIA toolkit can be found [here](#)

Assessment Lead Signature	
E&D Lead Signature	Gwen Kinloch
Date	06/12/2019