

Committee: Epping Forest and Commons Committee	Date: 16 th November 2020
Subject: Report of Action Taken Between Meetings	Public
Report of: Town Clerk	For Information
Report author: Richard Holt, Town Clerk's Department	

Summary

This report advises Members of action taken by the Town Clerk since the last meeting of the Board, in consultation with the Chairman and Deputy Chairman in accordance with Standing Order Nos. 41(a).

Recommendation:

- That Members note the report.

Main Report

EPPING FOREST AND COMMONS COMMITTEE- REQUEST FOR DECISION UNDER URGENCY – STANDING ORDER 41(A)

SUBJECT: Proposed car park tariffs – Burnham Beeches

BACKGROUND: Members were updated of progress concerning the introduction of new car park payment infrastructure at Burnham Beeches, Farthing Downs and Riddlesdown in a report to the Epping Forest and Commons and Digital Sub Committees of January 2020.

The local Consultative Groups have been consulted upon the proposed tariffs and are supportive of the option set out in the main body of this report. The tariffs now await approval of the Epping Forest and Commons Committee on 16th November 2020.

However, due to a programming conflict, the new car park tariff at Burnham Beeches needs to be agreed ahead of that meeting. The associated risk of awaiting the meeting of 16th November is made complex by the recent national Covid – 19 lockdown announcement.

The decision to approve the tariffs for Riddlesdown and Farthing Downs car parks are unaffected by this programming conflict and can be decided upon by Epping Forest and Commons Committee on November 16th as originally timetabled.

RECOMMENDATION: The Town Clerk in consultation with the Chairman and Deputy Chairman were asked to approve agree **Option 1** for Burnham Beeches tariff as set out in below table:

Table 1. Burnham Beeches – estimate of full year net income.

BB Option 1		Charge	Vehicles/annum	Income net VAT	Transaction costs
Weekends and B/H	Day charge	£3.00	23,000	£57,500	
Weekday	Up to 2 hrs (2/3)	£1.50	33,333	£41,666	
	Over 2 hrs (1/3)	£3.00	16,667	£41,668	
			Sub total	£140,834	-£10,366
			Total net income	£130,468	
BB Option 2		Charge	Vehicles/annum	Income net VAT	Transaction costs
Weekends and B/H	Day charge	£3.00	23,000	£57,500	
Weekday	Up to 2 hrs (2/3)	£1.25	33,333	£34,722	
	Over 2 hrs (1/3)	£3.00	16,667	£41,668	
			Sub total	£133,890	-£10,366
			Total net income	£123,524	
BB Option 3		Charge	Vehicles/annum	Income net VAT	Transaction costs
Weekends and B/H	Day charge	£3.00	23,000	£57,500	
Weekday	Up to 2 hrs (2/3)	£1.00	33,333	£27,778	
	Over 2 hrs (1/3)	£3.00	16,667	£41,668	
			sub total	£126,946	-£10,366
			Total net income	£116,580	

REASON FOR URGENCY: Car park Tariffs at Burnham Beeches require urgent approval prior to the November 16th meeting of the Epping Forest and Commons Committee to allow time for completion of a 3 week schedule of hardware and software programming, testing and local advertising, before for the agreed 'go live' date of 30th November. The proposed tariff is supported by the Burnham Beeches and Stoke Common Consultative Group. Failure to meet this deadline could delay this income generating project until March 2021 earliest with impacts on Local Risk budgets circa £43,000 for the current financial year.

Richard Holt

Town Clerk's Department T: 020 7332 3113 E: Richard.Holt@cityoflondon.gov.uk