

07 November 2019 at 7.15 pm

Conference Room, Argyle Road, Sevenoaks
Despatched: 05.11.2019

Cabinet

Supplementary Agenda (1)

Minute references marked to follow

	Pages	Contact
6. Annual Review of Parking Management 2020/21 	(Replacement Page 49)	John Strachan Tel: 01732227310
7. Christmas Parking 2019 	(Replacement Pages 63)	John Strachan Tel: 01732227310
8. Licensing Charging for Pre-application Advice 	(Replacement Page 69)	Sharon Bamborough Tel: 01732227325
9. Agreement on Joint Transportation Boards	(Replacement Page 85)	Martin Goodman Tel: 01732227245

If you wish to obtain further factual information on any of the agenda items listed above, please contact the named officer prior to the day of the meeting.

Should you need this agenda or any of the reports in a different format, or have any other queries concerning this agenda or the meeting please contact Democratic Services on 01732 227000 or democratic.services@sevenoaks.gov.uk.

Item 6 - Annual Review of Parking Management 2020/21

The attached report was considered by the Cleaner and Greener Advisory Committee on 29 October 2019. The relevant Minute extract is below.

Cleaner & Greener Advisory Committee (29 October 2019, Minute 22)

The Parking Manager presented a report which sought approval of the proposed parking charges in selected on and off-street parking locations across the District. This included an increase in parking charges in Blighs car park, Buckhurst 2 season tickets, Holly Bush Lane and Plymouth Drive in Sevenoaks town, and Morewood Close, St Botolphs and Ashley Close near Sevenoaks Station.

In response to concerns raised on the increase in parking charges in Blighs car park, it was highlighted that most parking charges had no change in fee for the following year.

Resolved: That it be recommended to Cabinet that the 2020/21 parking management proposals be agreed for consultation.

Item 7 - Free Christmas Parking

The attached report was considered by the Cleaner and Greener Advisory Committee on 29 October 2019. The relevant Minute extract is below.

Cleaner & Greener Advisory Committee (29 October 2019, Minute 21)

The Parking Manager reported that free parking was proposed in Sevenoaks town and Westerham on the two weekends leading up to Christmas in December 2019. Vehicles would still be required to observe a maximum parking time and regular monitoring would take place to ensure this is complied with. There would also be free parking available in the evening of Friday 29 November 2019 in Sevenoaks for the Christmas Lights and potentially Westerham on Thursday 28 November 2019.

In response to concerns that the parking may be used by workers as opposed to shoppers, the Parking Manager ensured that monitoring would take place to avoid people parking for longer than the maximum time. It was advised that it was difficult to determine the impact free parking had on local businesses as there was often an increase in shoppers in December without free parking too, however the shortening of the maximum stay time from 4 hours to 3 hours would cause a higher turnover of people visiting the town.

Resolved: That it be recommended to Cabinet that:

- a) the proposal for free parking in Sevenoaks town and Westerham on Saturday 14 December 2019, Sunday 15 December 2019, Saturday 21 December 2019 and Sunday 22 December 2019 be accepted along with free evening parking in Sevenoaks on Friday 29 November 2019 and potentially Westerham on Thursday 28 November 2019; and
- b) it be recommended to Council that the cost of funding be met from Supplementary Estimates be authorised.

Item 8 - Licensing - Charging for Pre-Application Advice

The attached report was considered by the Cleaner and Greener Advisory Committee on 29 October 2019. The relevant Minute extract is below.

Cleaner & Greener Advisory Committee (29 October 2019, Minute 18)

The Head of Licensing Partnership presented the report which invited Members to consider introducing an innovative new scheme designed to help licence applications by offering the provision of a (paid for) pre-application advice service for applications relating to various types of premises licensing as well as a 'check and send' type service for volume applications.

In response to queries, it was clarified that licensing were not charging as much as other private service providers because they were not able to make a profit, only recover costs. The Head of Licensing Partnership advised that the service would be a benefit to applicants as it would offer a much more competitive price for giving advice compared to the private sector, which would be of particular benefit to small businesses who might otherwise either pay more than they needed to or not seek advice at all because of the cost, and also to the licensing service because they would receive fewer applications that could not be processed due to applicants not getting the correct advice. This would make the overall licensing service more efficient.

Resolved: That it be recommended to Cabinet that

- a) the provision of a (paid for) pre-application advice service for applications relating to various types of premises licensing (a list of types as attached at Appendix A to the report) as well as a 'check and send' type service for volume applications, be approved; and
- b) the proposed fees, as set out in Appendix B to the report, be adopted.

Item 9 - Adoption of new Sevenoaks District Joint Transportation Board (JTB) terms of reference

The attached report was considered by the Cleaner and Greener Advisory Committee on 29 October 2019. The relevant Minute extract is below.

Cleaner & Greener Advisory Committee (29 October 2019, Minute 20)

The Head of Legal and Democratic Services reported that the agreement and terms of reference had been updated in liaison with Kent County Council, to reflect current practices. New provisions included a formal review every four years, formal rules on public speaking, removal of an inapplicable appendix, co-operation for Overview and Scrutiny, and greater clarity on terms of reference.

Resolved: That it be recommended to Cabinet that the Agreement on Joint Transportation Boards be approved.

